

# **ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 23, 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 December 9, 2014 – December 22, 2014**
  - B) **Approve 12/9/14 County Board Minutes**
  - C) **Approve 12/9/14 Budget Hearing Minutes**
  - D) **Approve Commissioner Warrants**
  - E) **Approve Auditor Warrants – November Sales & Use Tax**
  - F) **Authorize County Administrator to Approve Year-End Matters**
  - G) **Adopt Resolution – 2015 Liquor License Renewals**
  - H) **Approve Affidavit for Duplicate of Lost Municipal Order or Warrant – Treasurer's Office**
  - I) **Approve Request to Fill Forest Advisory Committee Openings**
  - J) **Accept \$75 Donation to STS from Karen Bundrock**
  - K) **Adopt Resolution: Repurchase of Tax Forfeited Property – Steve Smidt**
  - L) **Accept \$100 Donation to Loki and Aitkin County K-9 Program from Granite Electronics**
  - M) **Approve Deferred Monies to January 2015 - IT Dept.**
  - N) **Accept \$100 Donation to Veterans Service Office from Gordon and Marilyn Ellingbo to be used to help a veteran this Christmas**
  - O) **Adopt Resolution – Transfer General Funds to Debt Service Funds**
- 9:05 3) **Dale Lueck, State Representative-Elect**
- A) **Legislative Update**
- 9:35 4) **Health & Human Services (See Separate Agenda)**
- 10:15 **Break**
- 10:30 5) **Kirk Peysar, County Auditor**
- A) **Continuation of Public Hearing for Partial Abandonment of Drainage Systems – EverStar**

- 10:45 6) Scott Turner, Sheriff  
A) Adopt Resolution – Aitkin County Multi-Hazard Mitigation Plan (2014)
- 11:00 7) Terry Neff, Environmental Services Director  
A) Approve Request to Fill Committee Openings  
1. Board of Adjustment  
2. Planning Commission
- 11:10 8) Nathan Burkett, County Administrator  
A) Adopt Resolution: 2015 Liquor License Renewal – Fisherman’s Bay  
B) Approve Personnel Committee Recommendations  
1. Approve Non-Union Compensation Guidelines Update  
C) Adopt Resolutions:  
1. 2015 Levy  
2. 2015 Budget
- 11:25 9) Kirk Peysar, County Auditor  
A) Adopt Resolutions:  
1. 2014 Ditch Fund Budgets  
2. 2015 Unorganized Township Budgets  
3. 2015 Non-Levy Budgets  
4. 2015 East Central Library/Levy Budget  
5. 2015 Boat & Water Safety Budget  
6. 2015 Appropriations to ASCS and Snake River Watershed  
7. Unorganized Road & Bridge Transfers  
8. County Ditch & County Development Transfers
- 11:35 Break
- 11:50 10) Committee Updates
- 12:30 11) Nathan Burkett, County Administrator  
A) Closed Meeting Under MN Statute 13D.05 Subd. 3 (a) Annual Performance Evaluation of County Administrator
- 1:30 Adjourn

# AITKIN COUNTY BOARD

December 9, 2014

The Aitkin County Board of Commissioners met this 9<sup>th</sup> day of December, 2014 at 4:36 p.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham. Commissioner Anne Marcotte arrived at 4:37 p.m.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent) all voting to approve the December 9, 2014 agenda.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (5-0 Marcotte present), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: November 25, 2014 – December 8, 2014; B) Approve County Board Minutes: November 25, 2014; C) Approve Commissioner Warrants: General Fund \$104,627.67, Road & Bridge \$28,378.98, Health & Human Services \$1,058.38, Trust \$33,359.18, Forest Development \$8,508.18, Agency \$14,553.96, Long Lake Conservation Center \$23,561.99, Parks \$7,041.84 for a total of \$221,090.18; D) Approve November Manual Warrants: General Fund \$45,595.01, Road & Bridge \$252,878.39, Health & Human Services \$1,237.44, State \$75,699.52, Taxes & Penalties \$2,606.00, Long Lake Conservation Center \$795.63 for a total of \$378,811.99; E) Accept \$50 Donation to STS from Aitkin Women of Today; F) Approve Leave of Absence Request – Michael T. Moriarty; G) Approve Duplicate of Lost Warrant – Health & Human Services: Warrant #101772, Lake Country Auto \$697.92; H) Approve Duplicate of Lost Warrants – Treasurer's Office: Warrant #59552, Newshopper \$225.63; Warrant #56777, Aitkin Tire Shop \$259.43; Warrant #55000, Estate of Michael Hartzberg \$20.00; I) Approve 2015 Newspaper Bid Specifications; J) Adopt Resolution – 2015 Liquor License Renewals; K) Approve 2015 Fire Protection Contract for Unorganized Towns of 51-22, 52-22, and 52-24 with Ball Bluff Township; L) Approve Reserving Funds from 2014 Budget – Environmental Health

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Leave of Absence from position of Deputy Recorder for Michael T. Moriarty, effective January 5, 2015 pursuant to MN Statutes 3.088 and 382.01.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2015 Liquor License Renewals:

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2015 thru December 31, 2015:

**“ON”, “OFF” and “SUNDAY” Sale:**

Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township  
This establishment has an address of 36569 State Hwy 18, Aitkin, MN 56431

Cuddler Enterprises Inc., d/b/a **Big Sand Bar Resort** – Workman Township  
This establishment has an address of 51866 224<sup>th</sup> Place, McGregor, MN 55760

Fireside Inn Inc., d/b/a **Fireside Inn** – Jevne Township

CALL TO ORDER

APPROVED  
AGENDA

CONSENT  
AGENDA

LEAVE OF  
ABSENCE  
REQUEST –  
MICHAEL T.  
MORIARTY

RESOLUTION  
120914-071  
2015 LIQUOR  
LICENSE  
RENEWALS

# AITKIN COUNTY BOARD

December 9, 2014

This establishment has an address of 415 Meadows Dr., McGregor, MN 55760

C.A.T.L. Enterprises Inc., d/b/a **Growlers** – Shamrock Township

**This establishment has an address of 19037 Goshawk St., McGregor, MN 55760**

Chuhanic Inc., d/b/a **The Joint Bennettville MN** – Hazelton Township

This establishment has an address of 26838 US Highway 169, Aitkin, MN 56431

MacDonald Enterprises Inc., d/b/a **The Landing** – Aitkin Township

This establishment has an address of 170 Southgate Drive, Aitkin, MN 56431

Red Rock Bar & Grill LLC, d/b/a **Red Rock Bar & Grill** – Shamrock Township

This establishment has an address of 49463 202<sup>nd</sup> Place, McGregor, MN 55760

**“OFF” Sale:**

KLOMAR LLC, d/b/a **Cave Liquors** – Hazelton Township

This establishment has an address of 22852 US Highway 169, Aitkin, MN 56431

DAM of Aitkin Lakes Inc., d/b/a **Farm Island Store** – Farm Island Township

This establishment has an address of 29037 US Highway 169, Aitkin, MN 56431

TJ’s Liquor Inc., d/b/a **TJ’s Liquor** – Malmo Township

This establishment has an address of 22039 321<sup>st</sup> Ave., Aitkin, MN 56431

Minnewawa Partners Inc., d/b/a **Willey’s Sports Shop & Spirits** – Shamrock Township

This establishment has an address of 46026 State Highway 65, McGregor, MN 55760

**“ON” & “SUNDAY” Sale:**

Zorbaz of Big Sandy Lake Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township

This establishment has an address of 48760 State Highway 65, McGregor, MN 55760

**“ON” Sale – CLUB:**

VFW 1727, d/b/a **Roberts-Glad Post** – Aitkin Township

This establishment has an address of 36558 410<sup>th</sup> Ave., Aitkin, MN 56431

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve placing \$5,000.00 from account number 01-390-6620 in reserves for a future automobile.

The Board unanimously agreed to have Dave Unmacht of Springsted, Inc. coordinate the performance evaluation process for the County Administrator at no cost to the County, and to approve use of a new performance evaluation template.

**RESERVE FUNDS  
ENVIRONMENTAL  
HEALTH**

**COORDINATE  
COUNTY  
ADMINISTRATOR  
PERFORMANCE  
EVALUATION**



# AITKIN COUNTY BOARD

December 9, 2014

Nathan Burkett, County Administrator presented Personnel Committee recommendations to the Board.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve 2015 Non-Union Salary Plan as presented.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to approve closing the County Offices on Christmas Eve 2014 and authorizing non-union employees to be absent with pay.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – 2015 Elected Officials Salaries:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2015 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$ 80,545.30
County Treasurer, Lori Grams	\$ 69,101.70
County Recorder, Mick Moriarty	\$ 62,000.00
County Sheriff, Scott Turner	\$ 92,500.00
County Attorney, Jim Ratz	\$108,854.52

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to increase employer contribution toward health insurance to three Teamsters units, consistent with the increased Local 49 Road & Bridge unit settlement. Effective January 1, 2015 - \$950.00 per month flat dollar contribution. Effective January 1, 2016 - \$1,000.00 per month flat dollar contribution.

The Board reported on the following: AMC, Fon Du Lac Tribe Clean Air Designation, Enbridge Pipeline, MRCC, Airport, Historical Society.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 5:53 p.m. until Tuesday, December 23, 2014 at 9:00 a.m.

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

\_\_\_\_\_  
Nathan Burkett, County Administrator

**PERSONNEL  
COMMITTEE**

**2015 NON-UNION  
SALARY PLAN**

**CHRISTMAS EVE**

**RESOLUTION  
120914-072  
2015 ELECTED  
OFFICIALS  
SALARIES**

**TEAMSTERS  
HEALTH  
INSURANCE  
CONTRIBUTIONS**

**BOARD  
DISCUSSION**

**ADJOURN**

# AITKIN COUNTY BOARD – BUDGET HEARING

December 9, 2014

The Aitkin County Board of Commissioners met this 9<sup>th</sup> day of December, 2014 at 6:08 p.m. in Courtroom One of the Aitkin County Courthouse 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. The following Department Heads were also present: IT Director Steve Bennett, County Engineer John Welle, County Treasurer Lori Grams, Environmental Services Director Terry Neff, County Assessor Mike Dangers, Sheriff Scott Turner, Health & Human Services Director Tom Burke, Economic Development and Forest Industry Coordinator Ross Wagner, County Attorney Jim Ratz, and Recorder-Elect Mick Moriarty.

Nathan Burkett, County Administrator presented information on Aitkin County's budget, including:

- Budget Development Process
- Summary of Proposed Changes
- Proposed 2015 Levy
- Reserve Funding
- Fund Balances
- General Fund
- Road & Bridge Fund
- Health & Human Services Fund
- Revenues & Expenditures by Department

Nathan Burkett, County Administrator announced that the County Board will adopt the final levy at the December 23, 2014 County Board meeting.

Resident Wally McFarlane expressed his appreciation of the new budget presentation format and voiced his support for the proposed 2015 Budget and Levy.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 6:41 pm.

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

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Nathan Burkett, County Administrator

**CALL TO ORDER**

**BUDGET AND  
LEVY  
PRESENTATION**

**ADOPTION OF  
FINAL LEVY**

**PUBLIC COMMENT**

**ADJOURN**

DKB1  
12/11/14 4:06PM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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

DKB1  
 12/11/14 4:06PM  
 1 General Fund

# 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
0 DEPT		Undesignated		
13363 Dotzler/Ronald				
01-000-000-0000-1115		Supplimental Ag Credit	01-0-010202	Supplimental Ag Credit Receivable
13363 Dotzler/Ronald			1 Transactions	
13367 Hatfield/Arlene				
01-000-000-0000-1115		Supplimental Ag Credit	28-0-047500	Supplimental Ag Credit Receivable
13367 Hatfield/Arlene			1 Transactions	
13366 Trujillo/Shirley				
01-000-000-0000-1115		supplimental Ag Credit	30-0-035400	Supplimental Ag Credit Receivable
13366 Trujillo/Shirley			1 Transactions	
0 DEPT Total:		Undesignated	3 Vendors	3 Transactions
1 DEPT		Commissioners		
86222 Aitkin Independent Age				
01-001-000-0000-6230		synopsis 10/14	1479	Printing, Publishing & Adv
01-001-000-0000-6230		synopsis 10/28	1479	Printing, Publishing & Adv
86222 Aitkin Independent Age			2 Transactions	
5247 MRCC				
01-001-000-0000-6241		Annual meeting- Marcotte	MTG- 1	Registration Fee
5247 MRCC			1 Transactions	
3473 NACO				
01-001-000-0000-6241		Membership dues	103866	Registration Fee
3473 NACO			1 Transactions	
3590 Niemi/Donald				
01-001-000-0000-6330		November mileage	277@.56	Transportation & Travel & Parking
3590 Niemi/Donald			1 Transactions	
86235 The Office Shop Inc				
01-001-000-0000-6625		chair for boardroom	972693-0	Office Equipment
86235 The Office Shop Inc			1 Transactions	

DKB1  
 12/11/14 4:06PM  
 1 General Fund

# 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 Total:		Commissioners	5 Vendors	6 Transactions
12	DEPT		Court Administration		
	11721 Austad/Erica				
	01-012-000-0000-6232	432.00	Attorney fees	01PR-13-528/71	Attorney Services
	01-012-000-0000-6232	28.00	Attorney Costs	01PR-13-528/71	Attorney Services
	11721 Austad/Erica	460.00		2 Transactions	
	2810 Larson/Shari S				
	01-012-000-0000-6232	1,225.00	Attorney fees		Attorney Services
	01-012-000-0000-6232	62.72	Attorney costs		Attorney Services
	2810 Larson/Shari S	1,287.72		2 Transactions	
12	DEPT Total:	1,747.72	Court Administration	2 Vendors	4 Transactions
40	DEPT		Auditor		
	88012 Aitkin Co Auditor				
	01-040-021-0000-6205	200.00	Postage		Postage
	88012 Aitkin Co Auditor	200.00		1 Transactions	
	86222 Aitkin Independent Age				
	01-040-021-0000-6230	32.00	Serv dir	1014	Printing, Publishing & Adv
	86222 Aitkin Independent Age	32.00		1 Transactions	
	5398 CDW Government, Inc				
	01-040-000-0000-6231	35.04	Plasmon Worm Media Barcode	QZ44623	Services, Labor, Contracts
	5398 CDW Government, Inc	35.04		1 Transactions	
	2214 Holder/Maryann				
	01-040-021-0000-6301	750.00	January 2015 rent		Rentals
	2214 Holder/Maryann	750.00		1 Transactions	
	6108 MACO				
	01-040-000-0000-6241	265.00	Winter Conference- Peysar		Registration Fee
			02/02/2015 02/06/2015		
	6108 MACO	265.00		1 Transactions	
	12287 Skattum/Brett				

DKB1  
 12/11/14 4:06PM  
 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12287	Skattum/Brett 01-040-021-0000-6231		8.00	wash windows license center	451369	Services, Labor, Contracts
			8.00	1 Transactions		
86235	The Office Shop Inc 01-040-000-0000-6405		11.88	Avery Labels	275442-0	Office & Computer Supplies
	01-040-000-0000-6231		348.18	contract charges IR6265	275452-0	Services, Labor, Contracts
	01-040-021-0000-6405		3.89	fingertip moistener	275597-0	Office & Computer Supplies
	01-040-021-0000-6405		5.45	black ink	275597-0	Office & Computer Supplies
	01-040-021-0000-6405		93.89	toner	275601-0	Office & Computer Supplies
	01-040-021-0000-6405		86.69	ribbon/cash reg tape,envelopes	275627-0	Office & Computer Supplies
	01-040-000-0000-6405		7.65	5 tab dividers for payroll	275662-0	Office & Computer Supplies
	01-040-000-0000-6405		18.65	Notary ink pad for Dee	275663-0	Office & Computer Supplies
	01-040-021-0000-6405		5.99	paper	275726-0	Office & Computer Supplies
	01-040-021-0000-6625		569.00	cash register	972730-0	Office Equipment & Other Equipment
86235	The Office Shop Inc		1,151.27	10 Transactions		
40	DEPT Total:		2,441.31	Auditor	7 Vendors	16 Transactions
42	DEPT			Treasurer		
86222	Aitkin Independent Age 01-042-000-0000-6405		47.19	uncashed check ad	1622	Office & Computer Supplies
86222	Aitkin Independent Age		47.19	1 Transactions		
5398	CDW Government, Inc 01-042-000-0000-6231		35.04	Plasmon Worm Media Barcode	QZ44623	Services, Labor, Contracts
5398	CDW Government, Inc		35.04	1 Transactions		
2386	Information Systems Corp 01-042-000-0000-6231		495.00	12 mo maint agreement	6729	Services, Labor, Contracts
				02/13/2015 02/13/2016		
2386	Information Systems Corp		495.00	1 Transactions		
4233	S & T Office Products Inc 01-042-000-0000-6405		14.99	planner	01QS0570	Office & Computer Supplies
4233	S & T Office Products Inc		14.99	1 Transactions		
42	DEPT Total:		592.22	Treasurer	4 Vendors	4 Transactions

DKB1  
 12/11/14 4:06PM  
 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
43	DEPT			Assessor		
86222	Aitkin Independent Age					
	01- 043- 000- 0000- 6231		222.84	Homestead Notice	1693	Services, Labor, Contracts
86222	Aitkin Independent Age		222.84	1 Transactions		
10452	AT&T Mobility					
	01- 043- 000- 0000- 6250		209.94	monthly wireless	287250162187	Telephone
10452	AT&T Mobility		209.94	1 Transactions		
783	Canon Financial Services, Inc					
	01- 043- 000- 0000- 6231		171.11	contract charges- 021	14406151	Services, Labor, Contracts
	01- 043- 000- 0000- 6231		12.00	print kit	14406153	Services, Labor, Contracts
783	Canon Financial Services, Inc		183.11	2 Transactions		
1570	Freedom Valu Centers, Inc					
	01- 043- 000- 0000- 6511		340.11	November Fuel	011347	Gas And Oil
1570	Freedom Valu Centers, Inc		340.11	1 Transactions		
86235	The Office Shop Inc					
	01- 043- 000- 0000- 6405		144.99	toner	971325- 1	Office, Film & Computer Supplies
86235	The Office Shop Inc		144.99	1 Transactions		
43	DEPT Total:		1,100.99	Assessor	5 Vendors	6 Transactions
44	DEPT			Central Services		
90081	ARDC					
	01- 044- 000- 0000- 6240		2,000.00	2015 Association Fees		Central Svcs Dues
	01- 044- 000- 0000- 6240		750.00	2015 Dues		Central Svcs Dues
90081	ARDC		2,750.00	2 Transactions		
5398	CDW Government, Inc					
	01- 044- 000- 0000- 6231		23.36	Plasmon Worm Media Barcode	QZ44623	Services, Labor, Contracts
	01- 044- 196- 0000- 6625		58.40	Plasmon Worm Media Barcode	QZ44623	Recorders Equip Fund Exp. 357.18 Subd 4
5398	CDW Government, Inc		81.76	2 Transactions		
2386	Information Systems Corp					
	01- 044- 196- 0000- 6625		925.00	Maint agreement	6728	Recorders Equip Fund Exp. 357.18 Subd 4
				02/13/2015	02/12/2016	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
2386	Information Systems Corp		1 Transactions		
3336	Office Of Enterprise Technology 01-044-000-0000-6231	1,300.00	November usage	DV14110356	Services, Labor, Contracts
3336	Office Of Enterprise Technology	1,300.00	1 Transactions		
44	DEPT Total:	5,056.76	Central Services	4 Vendors	6 Transactions
45	DEPT		Motor Pool		
170	Aitkin Motor Company 01-045-000-0000-6302	48.71	oil change, rotate- #3 Escape	03450	Car Maintenance
170	Aitkin Motor Company	48.71	1 Transactions		
12445	Brandl Chevrolet, Buick GMC 01-045-000-0000-6302	96.73	Car #2 oil change, tires etc	211220	Car Maintenance
12445	Brandl Chevrolet, Buick GMC	96.73	1 Transactions		
45	DEPT Total:	145.44	Motor Pool	2 Vendors	2 Transactions
49	DEPT		Information Technologies		
5398	CDW Government, Inc 01-049-000-0000-6231	2,580.98	Imail 1 year renewal	QX64683	Programming, Services, Contracts
5398	CDW Government, Inc	2,580.98	1 Transactions		
88880	Datacomm Computers & Networks Inc 01-049-000-0000-6402	175.00	RBC7 battery	7729	Computer Supplies & Software
	01-049-000-0000-6402	175.00	RBC7 battery	7753	Computer Supplies & Software
88880	Datacomm Computers & Networks Inc	350.00	2 Transactions		
49	DEPT Total:	2,930.98	Information Technologies	2 Vendors	3 Transactions
52	DEPT		Administration/Personnel Dept		
10452	AT&T Mobility 01-052-000-0000-6250	477.88	monthly wireless	287259994975	Telephone
10452	AT&T Mobility	477.88	1 Transactions		
13170	Burkett/Nathan 01-052-000-0000-6330	55.20	MRCC mileage	120@.46	Transportation & Travel & Parking



DKB1  
 12/11/14 4:06PM  
 1 General Fund

# 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
			Amount		
	01-052-000-0000-6330		119.60	11/21/2014 11/21/2014 AMC CRA committee mileage	260@.46 Transportation & Travel & Parking
13170	Burkett/Nathan		174.80	12/03/2014 12/03/2014 2 Transactions	
10835	Governmentjobs.Com,Inc				
	01-052-000-0000-6208		4,500.00	12 month User License	07-13755 Training/Education
	01-052-000-0000-6208		750.00	01/01/2015 12/31/2015 subscription,facebook intergra	07-13755 Training/Education
				01/01/2015 12/31/2015 2 Transactions	
10835	Governmentjobs.Com,Inc		5,250.00		
4641	Holiday Credit Office				
	01-052-000-0000-6511		22.89	November Gas	1400000135194 Gas And Oil
4641	Holiday Credit Office		22.89	1 Transactions	
2946	Madden Galanter Hansen,LLP				
	01-052-000-0000-6232		0.08	LD phone charges	Attorney Services
	01-052-000-0000-6232		492.00	10/01/2014 10/31/2014 labor relation services	4@123 Attorney Services
				10/01/2014 10/31/2014 2 Transactions	
2946	Madden Galanter Hansen,LLP		492.08		
12048	McDowell Agency, Inc./The				
	01-052-000-0000-6234		42.00	background screening	58634 Background Check Fee
12048	McDowell Agency, Inc./The		42.00	1 Transactions	
4233	S & T Office Products Inc				
	01-052-000-0000-6405		12.06	correction tape	01QS0625 Office & Computer Supplies
4233	S & T Office Products Inc		12.06	1 Transactions	
86235	The Office Shop Inc				
	01-052-000-0000-6405		442.36	toner for Bobbie	972890-0 Office & Computer Supplies
	01-052-000-0000-6405		11.98	duplicate payment	DP966160 Office & Computer Supplies
86235	The Office Shop Inc		430.38	2 Transactions	
52	DEPT Total:		6,902.09	Administration/Personnel Dept	8 Vendors 12 Transactions
60	DEPT			Elections	

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
13129	SeaChange					
	01-060-000-0000-6406		1,525.28	ISD#1 special election ballots	9143	Ballots & Programming
13129	SeaChange		1,525.28	1 Transactions		
60	DEPT Total:		1,525.28	Elections	1 Vendors	1 Transactions
90	DEPT			Attorney		
457	Bachman Printing Companies					
	01-090-000-0000-6230		300.20	Respondent's Brief	54867	Printing, Publishing & Adv
457	Bachman Printing Companies		300.20	1 Transactions		
1180	Crow Wing Co Sheriff's Office					
	01-090-000-0000-6234		75.00	Subpoena	1225	Co Sheriff Services
	01-090-000-0000-6234		75.00	Supoena service	1228	Co Sheriff Services
	01-090-000-0000-6234		75.00	Subpoena	1229	Co Sheriff Services
	01-090-000-0000-6234		75.00	Subpoena service	1233	Co Sheriff Services
	01-090-000-0000-6234		75.00	Subpoena service	1234	Co Sheriff Services
	01-090-000-0000-6234		75.00	subpoena 01cr131083	1245	Co Sheriff Services
	01-090-000-0000-6234		75.00	subpoena 01cr131083	1246	Co Sheriff Services
1180	Crow Wing Co Sheriff's Office		525.00	7 Transactions		
10855	Culligan					
	01-090-000-0000-6213		54.00	monthly water supply	150X00726802	Drug & Forfeiture Ms387.213
10855	Culligan		54.00	1 Transactions		
3195	MCCC					
	01-090-000-0000-6240		9,933.00	Maint/dues	2Y1501139	Dues & Registration Fee
3195	MCCC		9,933.00	1 Transactions		
9493	Mn Paralegal Association					
	01-090-000-0000-6240		85.00	MN Paralegal Dues- Motherway		Dues & Registration Fee
9493	Mn Paralegal Association		85.00	1 Transactions		
3426	Morrison County Sheriff's Office					
	01-090-000-0000-6234		50.00	subpoena 01cr131083	2279	Co Sheriff Services
3426	Morrison County Sheriff's Office		50.00	1 Transactions		
9489	Redwood Toxicology Laboratory, Inc					
	01-090-000-0000-6213		42.92	November UA Reimbursement	122891201411	Drug & Forfeiture Ms387.213

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
9489	Redwood Toxicology Laboratory, Inc		42.92			
				1 Transactions		
11949	Swanson/Sondra					
	01-090-000-0000-6205		21.95	postage reimbursement	R.Benjamin	Postage
11949	Swanson/Sondra		21.95			
				1 Transactions		
86235	The Office Shop Inc					
	01-090-000-0000-6625		663.31	printer meter	275544-0	Office Equipment
	01-090-000-0000-6625		175.01	SVC performance grant	275561-0	Office Equipment
	01-090-000-0000-6625		270.54	Disc mailers	972576-0	Office Equipment
86235	The Office Shop Inc		1,108.86			
				3 Transactions		
12624	Wanka/Nick					
	01-090-000-0000-6330		73.71	Mileage MCAA St Paul	131.63@.56	Transportation & Travel & Parking
				12/02/2014	12/02/2014	
	01-090-000-0000-6330		73.71	Mileage MCAA St Paul	131.63@.56	Transportation & Travel & Parking
				12/02/2014	12/02/2014	
12624	Wanka/Nick		147.42			
				2 Transactions		
90	DEPT Total:		12,268.35	Attorney	10 Vendors	19 Transactions
100	DEPT			Recorder		
	4233 S & T Office Products Inc					
	01-100-000-0000-6405		25.57	office supplies	01QS0572	Office & Computer Supplies
	4233 S & T Office Products Inc		25.57			
				1 Transactions		
10930	Tidholm Productions					
	01-100-000-0000-6230		132.00	envelopes	74544604	Printing, Publishing & Adv
	01-100-000-0000-6230		76.15	statements	74554602	Printing, Publishing & Adv
	01-100-000-0000-6230		60.28	statements	74554603	Printing, Publishing & Adv
10930	Tidholm Productions		268.43			
				3 Transactions		
100	DEPT Total:		294.00	Recorder	2 Vendors	4 Transactions
110	DEPT			Courthouse Maintenance		
	8239 Ameripride Linen & Apparel Services					
	01-110-000-0000-6422		45.93	tissue,towels etc	2200590200	Janitorial Supplies

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
8239	Ameripride Linen & Apparel Services		45.93		1 Transactions	
1491	Dutch's Electric, Inc					
	01-110-000-0000-6231		56.03	Jury assembly room ballast	22671	Services, Labor, Contracts
	01-110-000-0000-6231		58.54	Undersheriff office ballast	22690	Services, Labor, Contracts
1491	Dutch's Electric, Inc		114.57		2 Transactions	
1598	Ferrara's Htg Air Cond & Refrig Inc					
	01-110-000-0000-6231		546.00	Blower motor on 3rd floor	7389	Services, Labor, Contracts
1598	Ferrara's Htg Air Cond & Refrig Inc		546.00		1 Transactions	
1570	Freedom Valu Centers, Inc					
	01-110-000-0000-6511		34.00	Gas	20559	Gas And Oil
1570	Freedom Valu Centers, Inc		34.00		1 Transactions	
1754	Garrison Disposal Company, Inc					
	01-110-000-0000-6255		609.19	November waste	8190697	Garbage
1754	Garrison Disposal Company, Inc		609.19		1 Transactions	
2340	Hyytinen Hardware Hank					
	01-110-000-0000-6422		63.88	Treatment, grit	1222122	Janitorial Supplies
	01-110-000-0000-6422		16.99	Batteries	1222123	Janitorial Supplies
	01-110-000-0000-6590		107.95	Batteries, calcium chloride	1222590	Repair & Maintenance
	01-110-000-0000-6590		6.78	Plunger	1222676	Repair & Maintenance
	01-110-000-0000-6590		43.97	Paint supplies	1225099	Repair & Maintenance
	01-110-000-0000-6590		10.17	Command refill, glue, hook	1225240	Repair & Maintenance
	01-110-000-0000-6422		14.99	Vacuum bags	1225470	Janitorial Supplies
	01-110-000-0000-6590		7.99	Pat door ins kit	1225836	Repair & Maintenance
	01-110-000-0000-6590		7.77	Window ins kit, hose adapter	1226365	Repair & Maintenance
	01-110-000-0000-6590		7.99	Pat door ins kit	1226406	Repair & Maintenance
2340	Hyytinen Hardware Hank		288.48		10 Transactions	
89765	Minnesota Elevator, Inc					
	01-110-000-0000-6231		156.13	December billing	607596	Services, Labor, Contracts
89765	Minnesota Elevator, Inc		156.13		1 Transactions	
3532	Nelson Lawn & Landscaping					
	01-110-000-0000-6231		250.00	Snow plowing	781	Services, Labor, Contracts

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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
3532	Nelson Lawn & Landscaping			250.00		1 Transactions	
4233	S & T Office Products Inc						
	01-110-000-0000-6422			49.10	doorstops	01QR3543	Janitorial Supplies
4233	S & T Office Products Inc			49.10		1 Transactions	
110	DEPT Total:			2,093.40	Courthouse Maintenance	9 Vendors	19 Transactions
111	DEPT				Buildings		
11428	Horizon Roofing, INC.						
	01-111-000-0000-6605			1,875.00	Roof repairs	9679-1	Building & Structures
11428	Horizon Roofing, INC.			1,875.00		1 Transactions	
111	DEPT Total:			1,875.00	Buildings	1 Vendors	1 Transactions
120	DEPT				Service Officer		
86222	Aitkin Independent Age						
	01-120-000-0000-6230			352.58	Veterans Ad	1783	Printing, Publishing & Adv
	01-120-000-0000-6230			158.75	Senior Independent Ad	1783	Printing, Publishing & Adv
86222	Aitkin Independent Age			511.33		2 Transactions	
4641	Holiday Credit Office						
	01-120-000-0000-6511			325.16	November gas	1400000136034	Gas And Oil
4641	Holiday Credit Office			325.16		1 Transactions	
2448	Janzen/Carroll Mark						
	01-120-000-0000-6350			50.00	drive van	St Cloud	Per Diem
					11/25/2014	11/25/2014	
2448	Janzen/Carroll Mark			50.00		1 Transactions	
10234	Miller/Conrad						
	01-120-000-0000-6350			50.00	drive van	Mpls	Per Diem
					11/14/2014	11/14/2014	
10234	Miller/Conrad			50.00		1 Transactions	
10677	Olsen/Gerald D						
	01-120-000-0000-6350			50.00	drive van	StCloud	Per Diem
					11/21/2014	11/21/2014	

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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
10677	Olsen/Gerald D				
			Amount	1 Transactions	
3912	Peterson/Richard				
	01-120-000-0000-6350		50.00	drive van	Mpls Per Diem
				11/12/2014	11/12/2014
3912	Peterson/Richard		50.00	1 Transactions	
11362	Roscoe/Bernie				
	01-120-000-0000-6350		50.00	drive van	Mpls Per Diem
				11/17/2014	11/17/2014
	01-120-000-0000-6350		50.00	drive van	Mpls Per Diem
				11/20/2014	11/20/2014
11362	Roscoe/Bernie		100.00	2 Transactions	
13365	Ruschmeier/Dennis				
	01-120-000-0000-6302		60.00	steam clean vet van	707575 Car Maintenance
13365	Ruschmeier/Dennis		60.00	1 Transactions	
6097	Verizon Wireless				
	01-120-000-0000-6250		13.23	cell phone vet van	880690364 Telephone
6097	Verizon Wireless		13.23	1 Transactions	
10882	Wark/Charles F.				
	01-120-000-0000-6350		50.00	drive van	Mpls Per Diem
				11/18/2014	11/18/2014
	01-120-000-0000-6350		50.00	drive van	St Cloud Per Diem
				11/17/2014	11/17/2014
10882	Wark/Charles F.		100.00	2 Transactions	
5960	Wilmo/Wesley S.				
	01-120-000-0000-6350		50.00	drive van	St Cloud Per Diem
				11/13/2014	11/13/2014
5960	Wilmo/Wesley S.		50.00	1 Transactions	
9063	Workman/Jeff				
	01-120-000-0000-6350		50.00	drive van	St Cloud Per Diem
				11/05/2014	11/05/2014
9063	Workman/Jeff		50.00	1 Transactions	

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
120 DEPT Total:		1,409.72	Service Officer	12 Vendors 15 Transactions
122 DEPT			Planning & Zoning	
734 Bright/Irene				
01- 122- 000- 0000- 6350		50.00	BOA meeting	12/3/14 Per Diem
01- 122- 038- 0000- 6330		76.16	BOA/Onsite mileage	136@.56 Boa/Pc Mileage
01- 122- 000- 0000- 6350		10.00	Onsite	Dotzler Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Lisnau Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Ostiecki Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Wermerson Per Diem
734 Bright/Irene		166.16		6 Transactions
5398 CDW Government, Inc				
01- 122- 000- 0000- 6231		81.76	Plasmon Worm Media Barcode	QZ44623 Services, Labor, Contracts, Programming
5398 CDW Government, Inc		81.76		1 Transactions
4641 Holiday Credit Office				
01- 122- 000- 0000- 6511		142.45	November Gas	1400000135321 Gas And Oil
4641 Holiday Credit Office		142.45		1 Transactions
13364 Hutchings/Karen				
01- 122- 000- 0000- 6820		75.00	partial permit refund	40865 Refunds & Reimbursements
13364 Hutchings/Karen		75.00		1 Transactions
5784 Lake/Robert				
01- 122- 000- 0000- 6350		50.00	BOA mtg	12/3/14 Per Diem
01- 122- 038- 0000- 6330		96.32	mileage	172@.56 Boa/Pc Mileage
01- 122- 000- 0000- 6350		10.00	Onsite	Ansiecki Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Dotzler Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Lashau Per Diem
01- 122- 000- 0000- 6350		10.00	Onsite	Wermerson Per Diem
5784 Lake/Robert		186.32		6 Transactions
4010 Rasley Oil Company				
01- 122- 000- 0000- 6511		19.73	November Fuel	AITCOZOS Gas And Oil
4010 Rasley Oil Company		19.73		1 Transactions
10028 Spiel/Edward				
01- 122- 000- 0000- 6350		50.00	BOA meeting	12/3/14 Per Diem

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	01- 122- 038- 0000- 6330		Mileage	210.5@.56	Boa/Pc Mileage
	01- 122- 000- 0000- 6350	117.88	Onsite	Dotzler	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Lesnau	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Osiecki	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Wermerson	Per Diem
10028	Spiel/Edward	207.88			6 Transactions
86235	The Office Shop Inc				
	01- 122- 000- 0000- 6405	12.08	post it notes,shipping tape	971991- 0	Office, Computer, Film, & Field Supplies
	01- 122- 000- 0000- 6405	15.65	correction tape & liquid	972792- 0	Office, Computer, Film, & Field Supplies
86235	The Office Shop Inc	27.73			2 Transactions
10017	Tveit/Galen				
	01- 122- 000- 0000- 6350	50.00	BOA meeting	12/3/14	Per Diem
	01- 122- 038- 0000- 6330	159.60	mileage	285@.56	Boa/Pc Mileage
	01- 122- 000- 0000- 6350	10.00	Onsite	Dotzler	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Lesnau	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Osiecki	Per Diem
	01- 122- 000- 0000- 6350	10.00	Onsite	Wermerson	Per Diem
10017	Tveit/Galen	249.60			6 Transactions
122	DEPT Total:	1,156.63	Planning & Zoning	9 Vendors	30 Transactions
123	DEPT		Coroner		
3987	Ramsey County Medical Examiner				
	01- 123- 000- 0000- 6260	1,400.00	Medical Examiner	ME 14- 2220	Autopsies- - Pathologist, Xrays, Etc
	01- 123- 000- 0000- 6260	1,400.00	Medical Examiner	ME 14- 2418	Autopsies- - Pathologist, Xrays, Etc
3987	Ramsey County Medical Examiner	2,800.00			2 Transactions
4192	Regions Hospital				
	01- 123- 000- 0000- 6260	180.00	Medical Examiners Services	ME 14- 2220	Autopsies- - Pathologist, Xrays, Etc
	01- 123- 000- 0000- 6260	76.00	Medical Examiners Services	ME 14- 2418	Autopsies- - Pathologist, Xrays, Etc
4192	Regions Hospital	256.00			2 Transactions
123	DEPT Total:	3,056.00	Coroner	2 Vendors	4 Transactions
200	DEPT		Enforcement		
5322	A & M AUTO OF MCGREGOR				



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<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>
5322 A & M AUTO OF MCGREGOR		Oil Change #210	43000	Car Maintenance
		1 Transactions		
11960 ASAP Towing		Tow Honda Civic 14- 4885	2405	Wrecker Service
11960 ASAP Towing		1 Transactions		
10452 AT&T Mobility		#222 squad computer	287258495419	Telephone
10452 AT&T Mobility		1 Transactions		
86467 Auto Value Aitkin		Cleaner	40057287	Car Maintenance
86467 Auto Value Aitkin		1 Transactions		
12445 Brandl Chevrolet, Buick GMC		2014 impala keys	5564	Car Maintenance
12445 Brandl Chevrolet, Buick GMC		1 Transactions		
13325 Bruggman/Paul		Snacks for November meeting		TZD Grant Expenses
		November Dinner meal		TZD Grant Expenses
		November Hotel		TZD Grant Expenses
		November Phone		TZD Grant Expenses
		November mileage	234@.56	TZD Grant Expenses
		November hours worked	40@32	TZD Grant Expenses
13325 Bruggman/Paul		6 Transactions		
1339 Dennis Auto Body & Auto Sales		Tow pickup 14- 4847	12/1/14	Wrecker Service
1339 Dennis Auto Body & Auto Sales		1 Transactions		
4641 Holiday Credit Office		Gas	1400000288942	Gas And Oil
4641 Holiday Credit Office		1 Transactions		
2340 Hyytinen Hardware Hank		Lightbulbs	1223448	Deputy Supplies
		Candy thermometer	1224217	Deputy 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.</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>
2340 Hyytinen Hardware Hank		11.57	2 Transactions	
5756 KEEPRS, Inc				
01-200-000-0000-6410		88.48	uniform pant #221	261468 Clothing Allowance
5756 KEEPRS, Inc		88.48	1 Transactions	
2925 L & M Supply, Inc.				
01-200-019-0000-6409		37.99	Heated bucket	6754856 Supplies
2925 L & M Supply, Inc.		37.99	1 Transactions	
10567 Lake Country Auto Center Of Aitkin				
01-200-000-0000-6302		259.28	#207 oil change,battery,rotate	18981 Car Maintenance
10567 Lake Country Auto Center Of Aitkin		259.28	1 Transactions	
3371 Minnesota Sheriffs' Association				
01-200-003-0000-6241		300.00	Winter conference- Drahota	68440 Registration Fee
3371 Minnesota Sheriffs' Association		300.00	1 Transactions	
4010 Rasley Oil Company				
01-200-000-0000-6511		116.00	Gas	AITCOSHERS Gas And Oil
4010 Rasley Oil Company		116.00	1 Transactions	
13006 Ray Allen Manufacturing, LLC				
01-200-019-0000-6409		47.69	Leather collar with handle	312251 Supplies
13006 Ray Allen Manufacturing, LLC		47.69	1 Transactions	
6128 Tire Barn				
01-200-000-0000-6302		169.45	#220 battery	27697 Car Maintenance
01-200-000-0000-6302		750.63	#206 pads/rotors, oil change	29650 Car Maintenance
6128 Tire Barn		920.08	2 Transactions	
4797 TransUnion Risk and Alternative				
01-200-000-0000-6231		4.25	Reverse phone #222	1371322 Services & Labor (Incl Contracts)
4797 TransUnion Risk and Alternative		4.25	1 Transactions	
4870 Turner/Scott A.				
01-200-003-0000-6330		124.20	mileage- MSA winter conference	270@.46 Transportation & Travel & Parking
4870 Turner/Scott A.		124.20	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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
200	DEPT Total:		4,436.30	Enforcement	18 Vendors 25 Transactions
202	DEPT			Boat & Water	
2340	Hyytinen Hardware Hank				
	01- 202- 000- 0000- 6409		199.98	Chain	1223447 Field Supplies
2340	Hyytinen Hardware Hank		199.98		1 Transactions
12110	Revelin, LLC				
	01- 202- 000- 0000- 6610		2,200.00	Slimline spotlights	106 Equipment
12110	Revelin, LLC		2,200.00		1 Transactions
202	DEPT Total:		2,399.98	Boat & Water	2 Vendors 2 Transactions
206	DEPT			Forfeitures	
10475	Creative Product Sourcing,Inc				
	01- 206- 000- 0000- 6409		147.97	DARE workbooks	79482 Forfeiture Supplies
10475	Creative Product Sourcing,Inc		147.97		1 Transactions
10405	Digital Ally,Inc.				
	01- 206- 000- 0000- 6409		14,790.00	3 squad camera packages	1072468 Forfeiture Supplies
10405	Digital Ally,Inc.		14,790.00		1 Transactions
6040	Taser International				
	01- 206- 000- 0000- 6409		2,413.30	2 tasers and holsters	Q- 21021- 1 Forfeiture Supplies
6040	Taser International		2,413.30		1 Transactions
206	DEPT Total:		17,351.27	Forfeitures	3 Vendors 3 Transactions
252	DEPT			Corrections	
5658	Amerigas				
	01- 252- 000- 0000- 6254		211.19	propane	802064145 Utilities & Heating
5658	Amerigas		211.19		1 Transactions
12106	Antoine Electric				
	01- 252- 000- 0000- 6590		48.33	replacement fan	13701 Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590		90.41	elevator ballast	13707 Repair & Maintenance Supplies
12106	Antoine Electric		138.74		2 Transactions

# Aitkin County



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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		
456 Bob Barker Company, Inc.				
01- 252- 000- 0000- 6424		120.52	socks/sports bras	000346656 Inmate Supplies
01- 252- 000- 0000- 6424		51.67	teaspoons/ boxers	1001199550 Inmate Supplies
01- 252- 000- 0000- 6424		327.60	Inmate supplies	NC1001197049 Inmate Supplies
01- 252- 000- 0000- 6424		101.40	Inmate supplies	NC1001199090 Inmate Supplies
456 Bob Barker Company, Inc.		601.19	4 Transactions	
5398 CDW Government, Inc				
01- 252- 000- 0000- 6405		348.04	Microsoft office	QW35685 Office & Computer Supplies
5398 CDW Government, Inc		348.04	1 Transactions	
5583 Crawford Supply Company				
01- 252- 252- 0000- 6408		46.56	commissary supplies	487729 Commissary Supplies
5583 Crawford Supply Company		46.56	1 Transactions	
10855 Culligan				
01- 252- 000- 0000- 6610		567.50	Replace filter kit, equip	360122 Equipment
10855 Culligan		567.50	1 Transactions	
1491 Dutch's Electric, Inc				
01- 252- 000- 0000- 6590		91.04	ballast, repair wiring library	22672 Repair & Maintenance Supplies
01- 252- 000- 0000- 6590		97.50	check exhaust fan in kitchen	22698 Repair & Maintenance Supplies
1491 Dutch's Electric, Inc		188.54	2 Transactions	
2186 Hillyard Inc - Kansas City				
01- 252- 000- 0000- 6422		597.57	Janitorial	601399876 Janitorial Supplies
01- 252- 000- 0000- 6422		7.43	soap dispenser pod 2	601406844 Janitorial Supplies
2186 Hillyard Inc - Kansas City		605.00	2 Transactions	
11428 Horizon Roofing, INC.				
01- 252- 000- 0000- 6590		225.00	Roof repairs	9679- 2 Repair & Maintenance Supplies
11428 Horizon Roofing, INC.		225.00	1 Transactions	
2340 Hyytinen Hardware Hank				
01- 252- 000- 0000- 6590		5.98	Repair mender, clamp	1222925 Repair & Maintenance Supplies
2340 Hyytinen Hardware Hank		5.98	1 Transactions	
5503 Keefe Supply Company				
01- 252- 252- 0000- 6405		166.08	commissary supplies	476535 Prisoner Welfare

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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>
5503 Keefe Supply Company		166.08	1 Transactions	
89765 Minnesota Elevator, Inc				
01-252-000-0000-6231		156.13	December billing	607026 Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		156.13	1 Transactions	
3789 Pan-O-Gold Baking Company				
01-252-000-0000-6418		233.82	groceries	010024433020 Groceries
01-252-000-0000-6418		231.04	Groceries	010024433827 Groceries
01-252-000-0000-6418		22.20-	Return groceries	010024433828 Groceries
3789 Pan-O-Gold Baking Company		442.66	3 Transactions	
11947 Phoenix Supply				
01-252-000-0000-6424		148.04	Shampoo, toothpaste	5799 Inmate Supplies
11947 Phoenix Supply		148.04	1 Transactions	
12110 Revelin, LLC				
01-252-000-0000-6302		875.00	swap transport vehicle equip	107 Car Maintenance
12110 Revelin, LLC		875.00	1 Transactions	
3200 Star Tribune				
01-252-252-0000-6405		691.60	Annual	2155653 Prisoner Welfare
3200 Star Tribune		691.60	1 Transactions	
4761 Sysco Minnesota Inc				
01-252-000-0000-6418		2,931.11	Groceries	411260319 Groceries
01-252-000-0000-6420		43.15	Gloves	412030377 Kitchen Supplies
01-252-000-0000-6418		1,923.60	Groceries	412040300 Groceries
01-252-000-0000-6418		665.26	Groceries	412040302 Groceries
01-252-000-0000-6420		34.75	knife	412041547 Kitchen Supplies
4761 Sysco Minnesota Inc		5,597.87	5 Transactions	
86235 The Office Shop Inc				
01-252-000-0000-6625		599.00	Chair mat	972324-0 Office Equipment
86235 The Office Shop Inc		599.00	1 Transactions	
11608 Thrifty White Pharmacy- Mcgregor				
01-252-000-0000-6262		244.88	November	52914536063080 Medical Expenses & Supplies - Inmates

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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
11608	Thrifty White Pharmacy- Mcgregor			244.88		1 Transactions	
5295	Ziegler Inc						
	01- 252- 000- 0000- 6231			1,962.06	Replace heater, coolant 3306	SW050228778	Services & Labor (Incl Contracts)
5295	Ziegler Inc			1,962.06		1 Transactions	
252	DEPT Total:			13,821.06	Corrections	20 Vendors	32 Transactions
253	DEPT				Aitkin Co Community Corrections		
86467	Auto Value Aitkin						
	01- 253- 000- 0000- 6405			18.99	rags	40057287	Operating Supplies
86467	Auto Value Aitkin			18.99		1 Transactions	
88879	Central Mn Community Corrections- DT						
	01- 253- 000- 0000- 6823			12,499.08	2015 January Appropriation		County Allocation
88879	Central Mn Community Corrections- DT			12,499.08		1 Transactions	
12927	Midwest Machinery Co.						
	01- 253- 000- 0000- 6405			32.00	Bar oil	969099	Operating Supplies
12927	Midwest Machinery Co.			32.00		1 Transactions	
4010	Rasley Oil Company						
	01- 253- 000- 0000- 6511			273.09	Gas	AITCOSHERS	Gas And Oil
4010	Rasley Oil Company			273.09		1 Transactions	
4761	Sysco Minnesota Inc						
	01- 253- 000- 0000- 6405			22.00	Cup STS	412040301	Operating Supplies
4761	Sysco Minnesota Inc			22.00		1 Transactions	
5551	Unclaimed Freight North						
	01- 253- 000- 0000- 6405			21.92	Socks, winter hat		Operating Supplies
5551	Unclaimed Freight North			21.92		1 Transactions	
253	DEPT Total:			12,867.08	Aitkin Co Community Corrections	6 Vendors	6 Transactions
254	DEPT				Enhanced 911 System		
88880	Datacomm Computers & Networks Inc						
	01- 254- 000- 0000- 6625			65.00	Replacement battery	7745	E- 911 Equipment

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
88880	Datacomm Computers & Networks Inc		65.00		1 Transactions	
3513	Maplogic Corporation					
	01- 254- 000- 0000- 6231		250.00	annual maintenance	2014- 268	Services, Labor, Contracts
3513	Maplogic Corporation		250.00		1 Transactions	
254	DEPT Total:		315.00	Enhanced 911 System	2 Vendors	2 Transactions
257	DEPT			Sobriety Court		
3810	Paulbeck's County Market					
	01- 257- 022- 0000- 6406		32.73	Grad Cake, and ice	9277299	Sobriety Crt Expenses
3810	Paulbeck's County Market		32.73		1 Transactions	
86235	The Office Shop Inc					
	01- 257- 022- 0000- 6406		13.99	participant journals	971691- 0	Sobriety Crt Expenses
	01- 257- 022- 0000- 6406		125.91	participant journals	971691- 1	Sobriety Crt Expenses
	01- 257- 022- 0000- 6406		139.90	participant journals	971691- 2	Sobriety Crt Expenses
	01- 257- 022- 0000- 6406		3.68	desk calendar	972282- 0	Sobriety Crt Expenses
86235	The Office Shop Inc		283.48		4 Transactions	
257	DEPT Total:		316.21	Sobriety Court	2 Vendors	5 Transactions
280	DEPT			Emergency Management		
9696	Machovec					
	01- 280- 000- 0000- 6610		2,019.25	Ice survival suits	34814	Equipment
9696	Machovec		2,019.25		1 Transactions	
280	DEPT Total:		2,019.25	Emergency Management	1 Vendors	1 Transactions
390	DEPT			Environmental Health (FBL)		
1685	Fisher Scientific					
	01- 390- 000- 0000- 6625		603.30	Stirbar,Electrode,Meter Kit	5231436	Office Equipment & Other Equipment
1685	Fisher Scientific		603.30		1 Transactions	
4641	Holiday Credit Office					
	01- 390- 000- 0000- 6511		32.41	November Gas	1400000135321	Gas And Oil
4641	Holiday Credit Office		32.41		1 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
		Amount		
12214 Shopko Store Operating Co. LLC		15.95	0238	Office Equipment & Other Equipment
01-390-000-0000-6625				
12214 Shopko Store Operating Co. LLC		15.95	1 Transactions	
390 DEPT Total:		651.66	3 Vendors	3 Transactions
391 DEPT				Solid Waste
4641 Holiday Credit Office				
01-391-000-0000-6511		28.72	November Gas	Gas And Oil
4641 Holiday Credit Office		28.72	1 Transactions	
2763 J & H Transfer Station-Lakes Sanitary				
01-391-060-0000-6360		770.85	November recycling	Recycling Contract
2763 J & H Transfer Station-Lakes Sanitary		770.85	1 Transactions	
3503 Neff/Terry B.				
01-391-000-0000-6330		139.38	mileage allowance	Transportation & Travel & Parking
3503 Neff/Terry B.		139.38	303@.46	
			1 Transactions	
4010 Rasley Oil Company				
01-391-000-0000-6511		32.14	November Fuel	Gas And Oil
4010 Rasley Oil Company		32.14	1 Transactions	
6097 Verizon Wireless				
01-391-000-0000-6250		48.42	cell phone	Telephone
6097 Verizon Wireless		48.42	1 Transactions	
5056 Western Lake Superior Sanitary				
01-391-000-0000-6231		4,366.04	2014 3rd Q HHW fees	Services, Labor, & Minor Contracts
5056 Western Lake Superior Sanitary		4,366.04	1 Transactions	
391 DEPT Total:		5,385.55	6 Vendors	6 Transactions
392 DEPT				Water Wells
405 A.W. Research Laboratories, Inc.				
01-392-000-0000-6231		52.00	water test/lead	Services, Labor, Contracts
405 A.W. Research Laboratories, Inc.		52.00	1 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
Amount					
12214	Shopko Store Operating Co. LLC		Isopropyl	0238	Office & Film Supplies
	01-392-000-0000-6405				
7.96					
12214	Shopko Store Operating Co. LLC			1 Transactions	
7.96					
392	DEPT Total:		Water Wells	2 Vendors	2 Transactions
59.96					
600	DEPT		Ag Society, Soil & Water, Ag Inspect		
91345	Elvecrog/Roberta C				
	01-600-552-0000-6350		Snake River watershed	11/24/14	SRW Per Diem
35.00					
91345	Elvecrog/Roberta C			1 Transactions	
35.00					
600	DEPT Total:		Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions
35.00					
601	DEPT		Extension		
89471	Aitkin Co 4- H Council				
	01-601-551-0000-5840		bk sales Rec.Office R412	4676- 4685	4- H Plat Book Sales
400.00					
	01-601-551-0000-5840		bk sales Rec.Office R413	4691- 4700	4- H Plat Book Sales
400.00					
	01-601-551-0000-5840		bk sales Rec.Office R414	4701- 4710	4- H Plat Book Sales
400.00					
89471	Aitkin Co 4- H Council			3 Transactions	
1,200.00					
601	DEPT Total:		Extension	1 Vendors	3 Transactions
1,200.00					
700	DEPT		Promotion,AEOA Tran,Airport,RC&D,Tot		
13362	B&J Promotions				
	01-700-909-0000-6801		Booth Fee- River Hills Show		Appropriations- Grant
192.50					
13362	B&J Promotions			1 Transactions	
192.50					
90720	Tamarack Activities Club				
	01-700-909-0000-6801		Tourism & promotion #158		Appropriations- Grant
500.00					
90720	Tamarack Activities Club			1 Transactions	
500.00					
700	DEPT Total:		Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors	2 Transactions
692.50					
711	DEPT		Economic Development		
4641	Holiday Credit Office				
	01-711-000-0000-6511		November Gas	1400000135895	Gas And Oil
23.25					
4641	Holiday Credit Office			1 Transactions	
23.25					

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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
9011	IREA		2015 Dues or IREA		Dues/Assoc Fees
	01- 711- 000- 0000- 6240				
9011	IREA			1 Transactions	
711	DEPT Total:		Economic Development	2 Vendors	2 Transactions
1	Fund Total:		General Fund		250 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
301	DEPT			R&B Administration		
86222	Aitkin Independent Age 03-301-000-0000-6241		321.58	FT equip operator ad	1483	Fees/Prof/Misc
86222	Aitkin Independent Age		321.58	1 Transactions		
1160	Craguns Conference Center 03-301-000-0000-6296		652.00	MN ENGINEER 121014	JOHN WELLE	Meeting Expense/Physicals
	03-301-000-0000-6296		65.20	MN ENGINEER 121014	MIKE QUALE	Meeting Expense/Physicals
1160	Craguns Conference Center		717.20	2 Transactions		
10855	Culligan 03-301-000-0000-6400		10.50	RENTAL AND WATER 113014	DECEMBER	Supplies And Materials
10855	Culligan		10.50	1 Transactions		
9044	University Of Minnesota 03-301-000-0000-6296		165.00	JOHN WELLE- CO ENG CONF 120914	JOHN WELLE	Meeting Expense/Physicals
	03-301-000-0000-6296		165.00	MICHAEL QUALE- CO ENG CO 120914	MICHAEL QUALE	Meeting Expense/Physicals
9044	University Of Minnesota		330.00	2 Transactions		
10431	Verizon Business 03-301-000-0000-6250		24.23	HWY OFFICE 120114	4227948181411	Telephone
10431	Verizon Business		24.23	1 Transactions		
301	<b>DEPT Total:</b>		1,403.51	<b>R&amp;B Administration</b>	<b>5 Vendors</b>	<b>7 Transactions</b>
302	DEPT			R&B Engineering/Construction		
7878	Eagle Point 03-302-000-0000-6449		750.00	PINNACLE SER 1 YR 120414	0-269490-IN	Rd/Br Engr. Supplies
7878	Eagle Point		750.00	1 Transactions		
2340	Hyytinen Hardware Hank 03-302-000-0000-6449		46.44	HAND WARMERS 111814	1225363	Rd/Br Engr. Supplies
2340	Hyytinen Hardware Hank		46.44	1 Transactions		
302	<b>DEPT Total:</b>		796.44	<b>R&amp;B Engineering/Construction</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
303	DEPT			R&B Highway Maintenance		
4	AAA Striping Service Co					

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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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
03-303-000-0000-6514		PAVEMENT STRIPING 062514	102132	Pavement Striping
4 AAA Striping Service Co		1 Transactions		
9760 Advanced Diesel Service		LABOR 100714	20603	Repair & Maintenance Supplies
03-303-000-0000-6590	141.75	ANTIFRZ/SUPPLIES 120214	20603	Repair & Maintenance Supplies
03-303-000-0000-6590	47.69	2 Transactions		
9760 Advanced Diesel Service	189.44			
8239 Ameripride Linen & Apparel Services		SHOP LAUNDRY 090914	2200555721	Misc Bldg & Shop Supplies
03-303-000-0000-6523	44.41	SHOP LAUNDRY 120214	2200587629	Misc Bldg & Shop Supplies
03-303-000-0000-6523	48.76	SHOP LAUNDRY 120914	2200590213	Misc Bldg & Shop Supplies
03-303-000-0000-6523	89.83	3 Transactions		
8239 Ameripride Linen & Apparel Services	183.00			
9402 Ammala Excavating/Allen		SUMMER ROAD GRADING 112814		Services,Equip.Rental Etc.
03-303-000-0000-6231	4,151.87	1 Transactions		
9402 Ammala Excavating/Allen	4,151.87			
12106 Antoine Electric		DOOR/RECEPTACLE 112514	13703	Shop Maintenance
03-303-000-0000-6298	102.00	1 Transactions		
12106 Antoine Electric	102.00			
86467 Auto Value Aitkin		SHOP SUPPLIES 120114	40057138	Misc Bldg & Shop Supplies
03-303-000-0000-6523	47.88	1 Transactions		
86467 Auto Value Aitkin	47.88			
8265 Centurylink		PHONE: HILL CITY 112614		Telephone
03-303-000-0000-6250	44.48	1 Transactions		
8265 Centurylink	44.48			
8618 Compass Minerals America		DE- ICING SALT 112114	71257113	De- Icing Salt
03-303-000-0000-6518	1,452.25	DE- ICING SALT 112514	71259565	De- Icing Salt
03-303-000-0000-6518	1,597.41	DE- ICING SALT 112614	71260681	De- Icing Salt
03-303-000-0000-6518	1,441.29	DE- ICING SALT 120214	71262962	De- Icing Salt
03-303-000-0000-6518	1,788.00	4 Transactions		
8618 Compass Minerals America	6,278.95			
9368 Firstlab		RANDOM TESTING 111814	FL00107469	Meeting Expense/Physicals
03-303-000-0000-6296	85.90			

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<u>Vendor 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>
9368 Firstlab		85.90			1 Transactions
1570 Freedom Valu Centers, Inc					
03-303-000-0000-6513		4.19-	DISCOUNT 113014		Motor Fuel & Lubricants
03-303-000-0000-6513		59.37	GASOLINE 112614	27409	Motor Fuel & Lubricants
1570 Freedom Valu Centers, Inc		55.18			2 Transactions
8622 Frontier					
03-303-000-0000-6250		45.37	JACOBSON 112214	218-752-6591	Telephone
03-303-000-0000-6250		52.67	MCGREGOR 112214	218-768-4481	Telephone
03-303-000-0000-6250		42.07	PALISADE 112214	218-845-2607	Telephone
03-303-000-0000-6250		57.84	MCGRATH 112214	320-592-3580	Telephone
8622 Frontier		197.95			4 Transactions
1754 Garrison Disposal Company, Inc					
03-303-000-0000-6254		78.22	MCGREGOR SHOP 113014	8191011	Utilities
1754 Garrison Disposal Company, Inc		78.22			1 Transactions
4641 Holiday Credit Office					
03-303-000-0000-6513		16.61-	FEDERAL TAX ADJUSTMENT 113014		Motor Fuel & Lubricants
03-303-000-0000-6513		2.72-	REBATE 113014		Motor Fuel & Lubricants
03-303-000-0000-6513		71.00	GASOLINE 120214	084958013	Motor Fuel & Lubricants
03-303-000-0000-6513		78.30	GASOLINE 110714	102841072	Motor Fuel & Lubricants
03-303-000-0000-6513		76.60	GASOLINE 110314	111744055	Motor Fuel & Lubricants
03-303-000-0000-6513		49.00	GASOLINE 112514	113454061	Motor Fuel & Lubricants
03-303-000-0000-6513		65.00	GASOLINE 110414	125640055	Motor Fuel & Lubricants
4641 Holiday Credit Office		320.57			7 Transactions
2340 Hyytinen Hardware Hank					
03-303-000-0000-6523		7.29	SHOP SUPPLIES 110314	1221875	Misc Bldg & Shop Supplies
03-303-000-0000-6523		28.45	SHOP SUPPLIES 111414	1224419	Misc Bldg & Shop Supplies
03-303-000-0000-6590		11.32	HITCH PINS 111414	1224498	Repair & Maintenance Supplies
2340 Hyytinen Hardware Hank		47.06			3 Transactions
7705 Isle Automotive Corp					
03-303-000-0000-6523		26.17	SHOP SUPPLIES 111814	119058853	Misc Bldg & Shop Supplies
03-303-000-0000-6590		77.83	REPAIR PARTS 111914	119058939	Repair & Maintenance Supplies
7705 Isle Automotive Corp		104.00			2 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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8775 Itasca Co Highway Dept				
03-303-000-0000-6825		BLADING 2.6 MILES 112414		Maintenance Agreements
03-303-000-0000-6825	1,716.00			
		PLOWING 2.9 MILES 112414	ROAD 241	Maintenance Agreements
8775 Itasca Co Highway Dept	3,630.00			2 Transactions
2763 J & H Transfer Station-Lakes Sanitary				
03-303-000-0000-6254	93.89	AITKIN 120114	84469	Utilities
03-303-000-0000-6254	57.65	PALISADE 120114	84470	Utilities
2763 J & H Transfer Station-Lakes Sanitary	151.54			2 Transactions
91187 Lake Country Power				
03-303-000-0000-6254	58.36	CSAH 14 112514	141979801	Utilities
03-303-000-0000-6254	55.65	CSAH 6 112514	141979901	Utilities
91187 Lake Country Power	114.01			2 Transactions
11407 Lightning Motor Sports				
03-303-000-0000-6590	39.37	REPAIR SUPPLIES 120414	12269	Repair & Maintenance Supplies
11407 Lightning Motor Sports	39.37			1 Transactions
2831 Little Falls Machine Inc				
03-303-000-0000-6590	888.77	REPAIR PARTS 111914	0-0055104	Repair & Maintenance Supplies
03-303-000-0000-6590	504.78	REPAIR PARTS 112914	0-0055145	Repair & Maintenance Supplies
03-303-000-0000-6590	606.24	REPAIR PARTS 112914	0-0055145	Repair & Maintenance Supplies
2831 Little Falls Machine Inc	1,999.79			3 Transactions
2941 M R Sign Co Inc				
03-303-000-0000-6516	781.26	E-911 SIGNS 112514	184200	Signs & Posts
2941 M R Sign Co Inc	781.26			1 Transactions
2991 Malmo Market				
03-303-000-0000-6513	65.40	GASOLINE 112014	30089	Motor Fuel & Lubricants
03-303-000-0000-6513	60.46	GASOLINE 112114	30160	Motor Fuel & Lubricants
03-303-000-0000-6513	40.99	GASOLINE 112614	30915	Motor Fuel & Lubricants
03-303-000-0000-6513	38.65	GASOLINE 112814	31055	Motor Fuel & Lubricants
03-303-000-0000-6513	47.04	GASOLINE 110414	37359	Motor Fuel & Lubricants
03-303-000-0000-6513	78.41	GASOLINE 110514	37443	Motor Fuel & Lubricants
03-303-000-0000-6513	58.55	GASOLINE 111714	39770	Motor Fuel & Lubricants
03-303-000-0000-6513	45.78	GASOLINE 111814	39898	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>
2991 Malmo Market		435.28	8 Transactions		
3100 McGregor Oil					
03-303-000-0000-6513		3,330.00	DIESEL BLEND- PALISADE 112114	51867	Motor Fuel & Lubricants
03-303-000-0000-6513		22.42	GASOLINE 112114	52081	Motor Fuel & Lubricants
03-303-000-0000-6513		32.94	GASOLINE 110314	52185	Motor Fuel & Lubricants
03-303-000-0000-6513		53.65	GASOLINE 110414	52186	Motor Fuel & Lubricants
03-303-000-0000-6513		41.01	GASOLINE 110614	52187	Motor Fuel & Lubricants
03-303-000-0000-6513		56.39	GASOLINE 110714	52188	Motor Fuel & Lubricants
03-303-000-0000-6513		62.86	GASOLINE 111014	52190	Motor Fuel & Lubricants
03-303-000-0000-6513		50.56	GASOLINE 111314	52191	Motor Fuel & Lubricants
03-303-000-0000-6513		41.11	GASOLINE 111914	52192	Motor Fuel & Lubricants
3100 McGregor Oil		3,690.94	9 Transactions		
12927 Midwest Machinery Co.					
03-303-000-0000-6590		37.85	REPAIR PARTS 103014	964461	Repair & Maintenance Supplies
03-303-000-0000-6590		24.00	REPAIR PARTS 111514	974415	Repair & Maintenance Supplies
12927 Midwest Machinery Co.		13.85	2 Transactions		
9692 Minnesota Energy Resources Corporation					
03-303-000-0000-6297		672.19	NAT GAS: AITKIN SHOP 120414	4255217- 4	Shop Fuel
9692 Minnesota Energy Resources Corporation		672.19	1 Transactions		
3760 Palisade Cooperative Oil Assoc					
03-303-000-0000-6513		37.43	GASOLINE 111714	299265	Motor Fuel & Lubricants
03-303-000-0000-6513		40.12	GASOLINE 112614	299889	Motor Fuel & Lubricants
3760 Palisade Cooperative Oil Assoc		77.55	2 Transactions		
11900 Pump's Tire Service					
03-303-000-0000-6590		4,724.00	TIRES 120114	530034314	Repair & Maintenance Supplies
11900 Pump's Tire Service		4,724.00	1 Transactions		
4010 Rasley Oil Company					
03-303-000-0000-6513		102.40	GASOLINE 110314	34083	Motor Fuel & Lubricants
03-303-000-0000-6513		70.36	GASOLINE 110314	34090	Motor Fuel & Lubricants
03-303-000-0000-6513		53.51	GASOLINE 112014	34252	Motor Fuel & Lubricants
03-303-000-0000-6513		36.51	GASOLINE 112114	34273	Motor Fuel & Lubricants
03-303-000-0000-6513		108.48	GASOLINE 112114	34284	Motor Fuel & Lubricants
03-303-000-0000-6513		57.94	GASOLINE 111014	34329	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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
03-303-000-0000-6513		32.98	GASOLINE 111014	34342 Motor Fuel & Lubricants
03-303-000-0000-6513		63.88	GASOLINE 110614	34438 Motor Fuel & Lubricants
03-303-000-0000-6513		50.92	GASOLINE 110414	34462 Motor Fuel & Lubricants
03-303-000-0000-6513		59.39	GASOLINE 110414	34476 Motor Fuel & Lubricants
03-303-000-0000-6513		18.22	GASOLINE 111014	34507 Motor Fuel & Lubricants
03-303-000-0000-6513		57.99	GASOLINE 111314	34553 Motor Fuel & Lubricants
03-303-000-0000-6513		78.56	GASOLINE 111414	34572 Motor Fuel & Lubricants
03-303-000-0000-6513		68.39	GASOLINE 111414	34576 Motor Fuel & Lubricants
03-303-000-0000-6513		47.61	GASOLINE 111914	34631 Motor Fuel & Lubricants
03-303-000-0000-6513		47.50	GASOLINE 112414	35768 Motor Fuel & Lubricants
03-303-000-0000-6513		57.85	GASOLINE 112414	35788 Motor Fuel & Lubricants
03-303-000-0000-6513		64.17	GASOLINE 112614	35885 Motor Fuel & Lubricants
03-303-000-0000-6513		40.60	GASOLINE 111714	35981 Motor Fuel & Lubricants
03-303-000-0000-6513		39.25	GASOLINE 111714	35985 Motor Fuel & Lubricants
03-303-000-0000-6513		64.30	GASOLINE 110514	38572 Motor Fuel & Lubricants
03-303-000-0000-6513		46.65	GASOLINE 110514	38582 Motor Fuel & Lubricants
03-303-000-0000-6513		79.99	GASOLINE 110714	38623 Motor Fuel & Lubricants
03-303-000-0000-6513		70.33	GASOLINE 110714	38624 Motor Fuel & Lubricants
03-303-000-0000-6513		33.92	GASOLINE 110714	38627 Motor Fuel & Lubricants
03-303-000-0000-6513		32.42	GASOLINE 111114	39097 Motor Fuel & Lubricants
03-303-000-0000-6513		86.77	GASOLINE 111214	39119 Motor Fuel & Lubricants
03-303-000-0000-6513		26.31	GASOLINE 111314	39167 Motor Fuel & Lubricants
03-303-000-0000-6513		66.01	GASOLINE 111814	39330 Motor Fuel & Lubricants
03-303-000-0000-6513		69.14	GASOLINE 111814	39336 Motor Fuel & Lubricants
4010 Rasley Oil Company		1,732.35		30 Transactions
4070 Riley Auto Supply				
03-303-000-0000-6590		219.97	REPAIR PARTS 110414	555295 Repair & Maintenance Supplies
03-303-000-0000-6523		90.00	AITKIN SHOP SUPPLIES 110414	555330 Misc Bldg & Shop Supplies
03-303-000-0000-6590		6.00-	CORE RETURN 110414	555331 Repair & Maintenance Supplies
03-303-000-0000-6523		22.99	PALISADE SHOP SUPPLIES 110514	555385 Misc Bldg & Shop Supplies
03-303-000-0000-6590		34.98	REPAIR PARTS 110514	555394 Repair & Maintenance Supplies
03-303-000-0000-6590		103.98	REPAIR PARTS 110614	555399 Repair & Maintenance Supplies
03-303-000-0000-6523		43.51	AITKIN SHOP SUPPLIES 110714	555483 Misc Bldg & Shop Supplies
03-303-000-0000-6590		54.98	REPAIR PARTS 111014	555504 Repair & Maintenance Supplies
03-303-000-0000-6590		42.99	REPAIR PARTS 111214	555602 Repair & Maintenance Supplies
03-303-000-0000-6590		128.43	REPAIR PARTS 111214	555602 Repair & Maintenance Supplies
03-303-000-0000-6590		71.96	REPAIR PARTS 111214	555604 Repair & Maintenance Supplies
03-303-000-0000-6590		48.00	REPAIR PARTS 111314	555650 Repair & Maintenance 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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
03-303-000-0000-6523	46.00	AITKIN SHOP SUPPLIES 111414	555695	Misc Bldg & Shop Supplies
03-303-000-0000-6523	103.49	AITKIN SHOP SUPPLIES 111414	555712	Misc Bldg & Shop Supplies
03-303-000-0000-6523	19.18	AITKIN SHOP SUPPLIES 111714	555746	Misc Bldg & Shop Supplies
03-303-000-0000-6590	160.07	REPAIR PARTS 111814	555828	Repair & Maintenance Supplies
03-303-000-0000-6590	161.00	REPAIR PARTS RETURN 111914	555846	Repair & Maintenance Supplies
03-303-000-0000-6523	1,799.99	COMPRESSOR- MCGRATH 112614	556071	Misc Bldg & Shop Supplies
03-303-000-0000-6590	35.00	REPAIR PARTS RETURN 112614	556072	Repair & Maintenance Supplies
<b>4070 Riley Auto Supply</b>	<b>2,858.52</b>		<b>19 Transactions</b>	
<b>90805 Temco</b>				
03-303-000-0000-6590	60.00	REPAIR LABOR 121914	17971	Repair & Maintenance Supplies
03-303-000-0000-6590	187.50	REPAIR LABOR 120314	17993	Repair & Maintenance Supplies
03-303-000-0000-6590	57.70	REPAIR SUPPLIES 120314	17993	Repair & Maintenance Supplies
<b>90805 Temco</b>	<b>305.20</b>		<b>3 Transactions</b>	
<b>6128 Tire Barn</b>				
03-303-000-0000-6590	18.00	LABOR 120414	29749	Repair & Maintenance Supplies
03-303-000-0000-6590	54.00	PARTS 120414	29749	Repair & Maintenance Supplies
<b>6128 Tire Barn</b>	<b>72.00</b>		<b>2 Transactions</b>	
<b>8671 Village Laundromat &amp; Car Wash, Inc</b>				
03-303-000-0000-6523	22.00	RAGS 112114	841475	Misc Bldg & Shop Supplies
<b>8671 Village Laundromat &amp; Car Wash, Inc</b>	<b>22.00</b>		<b>1 Transactions</b>	
<b>8605 Wayne's Sanitation Llc</b>				
03-303-000-0000-6254	39.38	GARBAGE: MCGRATH 111314	246552	Utilities
<b>8605 Wayne's Sanitation Llc</b>	<b>39.38</b>		<b>1 Transactions</b>	
<b>8279 Winzer Corporation</b>				
03-303-000-0000-6523	535.88	SHOP SUPPLIES 112514	5221035	Misc Bldg & Shop Supplies
<b>8279 Winzer Corporation</b>	<b>535.88</b>		<b>1 Transactions</b>	
<b>5295 Ziegler Inc</b>				
03-303-000-0000-6590	40.60	REPAIR PARTS 112214	PC190041447	Repair & Maintenance Supplies
03-303-000-0000-6590	39.72	REPAIR PARTS 112214	PC190041448	Repair & Maintenance Supplies
03-303-000-0000-6590	542.82	REPAIR PARTS 112614	PC190041529	Repair & Maintenance Supplies
<b>5295 Ziegler Inc</b>	<b>623.14</b>		<b>3 Transactions</b>	

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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
303	DEPT Total:		R&B Highway Maintenance	35 Vendors	128 Transactions
307	DEPT		R&B Capital Infrastructure		
13360	Kerkvliet/Wayne				
	03- 307- 000- 0000- 6362	1,903.02	LAND R- W 120114	PARCEL NO 13	Right Of Way
	03- 307- 000- 0000- 6362	996.98	DAMAGES R- W 120114	PARCEL NO 13	Right Of Way
13360	Kerkvliet/Wayne	2,900.00		2 Transactions	
307	DEPT Total:	2,900.00	R&B Capital Infrastructure	1 Vendors	2 Transactions
3	Fund Total:	46,312.84	Road & Bridge		139 Transactions

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
423	DEPT					
	3116 Mcneil,Treas/Delpha					
	04- 423- 000- 0000- 6801		191.05	Unorg cem 51- 27 apportionment		Appropriations
	04- 423- 000- 0000- 6801		211.86	Unorg cem 52- 27 apportionment		Appropriations
	3116 Mcneil,Treas/Delpha		402.91	2 Transactions		
	3757 Packer- Treasurer/Warren					
	04- 423- 000- 0000- 6801		514.81	50- 25 apportionment		Appropriations
	04- 423- 000- 0000- 6801		115.77	Volstead Lands		Appropriations
	3757 Packer- Treasurer/Warren		630.58	2 Transactions		
423	DEPT Total:		1,033.49	Unorganized Cemetary	2 Vendors	4 Transactions
4	Fund Total:		1,033.49	Special Revenue(Unorg R&B,Fir		4 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		
5398	CDW Government, Inc		Plasmon Worm Media Barcode	QZ44623	Services/Labor/Contracts
	05- 400- 440- 0410- 6231	10.51			
5398	CDW Government, Inc		1 Transactions		
400	DEPT Total:	10.51	Public Health Department	1 Vendors	1 Transactions
420	DEPT		Income Maintenance		
5398	CDW Government, Inc		Plasmon Worm Media Barcode	QZ44623	Services/Labor/Contracts
	05- 420- 600- 4800- 6231	27.33			
5398	CDW Government, Inc		1 Transactions		
420	DEPT Total:	27.33	Income Maintenance	1 Vendors	1 Transactions
430	DEPT		Social Services		
5398	CDW Government, Inc		Plasmon Worm Media Barcode	QZ44623	Services/Labor/Contracts
	05- 430- 700- 4800- 6231	32.24			
5398	CDW Government, Inc		1 Transactions		
430	DEPT Total:	32.24	Social Services	1 Vendors	1 Transactions
5	Fund Total:	70.08	Health & Human Services		3 Transactions

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 6 Debt Service

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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 # On Behalf of Name</u>
0	DEPT			Undesignated	
	4178 US Bank N.A.				
	06-000-000-0000-6795		335,000.00	2005A final principal	801548800 Long Term Loans
	06-000-000-0000-6796		8,375.00	2005A final interest	801548800 Interest
	4178 US Bank N.A.		343,375.00	2 Transactions	
0	DEPT Total:		343,375.00	Undesignated	1 Vendors 2 Transactions
6	Fund Total:		343,375.00	Debt Service	2 Transactions

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT		Undesignated		
1091	Commissioner Of Revenue				
	09-000-000-0000-2044		102.28		20% Severed Mineral Tax
	09-000-000-0000-2044		30.00		20% Severed Mineral Tax
1091	Commissioner Of Revenue		132.28		2 Transactions
4580	Mn Dept Of Finance				
	09-000-000-0000-2051		384.15		State Share Of Tif Tax
	09-000-000-0000-2030		180.00		State Fees, Assessments & Surcharges
4580	Mn Dept Of Finance		564.15		2 Transactions
0	DEPT Total:		696.43		Undesignated 2 Vendors 4 Transactions
9	Fund Total:		696.43		State 4 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
900	DEPT			Timber Permit Bonds		
3605	North Shore Forest Prod Inc 10-900-000-0000-2300		1,248.97	Bond refund Rec 1951	13449	Timber Permit Bonds
3605	North Shore Forest Prod Inc		1,248.97	1 Transactions		
4101	Raveill/Curt 10-900-000-0000-2300		908.50	Bond refund Rec 1778	13306	Timber Permit Bonds
4101	Raveill/Curt		908.50	1 Transactions		
5938	Rieger Logging 10-900-000-0000-2300		2,235.60	Bond refund Rec 2038	13304	Timber Permit Bonds
5938	Rieger Logging		2,235.60	1 Transactions		
5791	Sappi 10-900-000-0000-2300		1,384.80	Bond refund Rec 1980	13400	Timber Permit Bonds
5791	Sappi		1,384.80	1 Transactions		
13269	Trout Enterprises 10-900-000-0000-2300		1,566.20	Bond refund Rec 1755	13408 Maxwell	Timber Permit Bonds
13269	Trout Enterprises		1,566.20	1 Transactions		
900	<b>DEPT Total:</b>		<b>7,344.07</b>	<b>Timber Permit Bonds</b>	<b>5 Vendors</b>	<b>5 Transactions</b>
921	DEPT			Co. Development		
5398	CDW Government, Inc 10-921-000-0000-6405		11.68	Plasmon Worm Media Barcode	QZ44623	Office Supplies
	10-921-000-0000-6405		11.68	Plasmon Worm Media Barcode	QZ44623	Office Supplies
5398	CDW Government, Inc		23.36	2 Transactions		
8612	Veenker/Thomas H 10-921-000-0000-6240		215.00	MSPS dues 2015		Dues
8612	Veenker/Thomas H		215.00	1 Transactions		
921	<b>DEPT Total:</b>		<b>238.36</b>	<b>Co. Development</b>	<b>2 Vendors</b>	<b>3 Transactions</b>
923	DEPT			Forfeited Tax Sales		
86222	Aitkin Independent Age 10-923-000-0000-6230		17.16	Timber auction notice	1519	Printing, Publishing & Adv

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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				
86222 Aitkin Independent Age		1 Transactions		
170 Aitkin Motor Company				
10- 923- 000- 0000- 6590	244.29	Dipstick assembly	394	Repair & Maintenance Supplies
170 Aitkin Motor Company	244.29	1 Transactions		
10452 AT&T Mobility				
10- 923- 000- 0000- 6254	57.96	Cell phone	287257204209	Utilities
10452 AT&T Mobility	57.96	1 Transactions		
86467 Auto Value Aitkin				
10- 923- 000- 0000- 6590	51.97	Tail lamp assby, lamps 395	40055675	Repair & Maintenance Supplies
10- 923- 000- 0000- 6590	60.99	Battery ATV	40055892	Repair & Maintenance Supplies
10- 923- 000- 0000- 6590	114.99	Battery	40056703	Repair & Maintenance Supplies
10- 923- 000- 0000- 6590	114.99	Return battery	40057536	Repair & Maintenance Supplies
86467 Auto Value Aitkin	112.96	4 Transactions		
783 Canon Financial Services, Inc				
10- 923- 000- 0000- 6231	390.94	Copier contract 022	14406152	Services, Labor, Contracts
783 Canon Financial Services, Inc	390.94	1 Transactions		
91022 Courtemanche/Richard				
10- 923- 000- 0000- 6330	17.48	LLCC timber auction mileage	38@.46	Transportation & Travel
91022 Courtemanche/Richard	17.48	1 Transactions		
1754 Garrison Disposal Company, Inc				
10- 923- 000- 0000- 6254	40.00	South Soo Lawler garbage	8190698	Utilities
1754 Garrison Disposal Company, Inc	40.00	1 Transactions		
2340 Hyytinen Hardware Hank				
10- 923- 000- 0000- 6590	21.47	Washer, antifreeze	1222890	Repair & Maintenance Supplies
10- 923- 000- 0000- 6590	5.56	Clamp, heater hose	1223980	Repair & Maintenance Supplies
10- 923- 000- 0000- 6590	13.99	Lantern fuel	1224055	Repair & Maintenance Supplies
2340 Hyytinen Hardware Hank	41.02	3 Transactions		
5892 McGregor Printing & Graphics, Inc				
10- 923- 000- 0000- 6405	330.00	Time record books	16857	Office Supplies
5892 McGregor Printing & Graphics, Inc	330.00	1 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
			Amount		
5938	Rieger Logging		3,335.08	13304	Refunds & Reimbursements
	10- 923- 000- 0000- 6820				
5938	Rieger Logging		3,335.08	1 Transactions	
6128	Tire Barn				
	10- 923- 000- 0000- 6590		43.35	29693	Repair & Maintenance Supplies
6128	Tire Barn		43.35	1 Transactions	
923	DEPT Total:		4,630.24	11 Vendors	16 Transactions
926	DEPT				
	5173 West Payment Center				
	10- 926- 000- 0000- 6408		384.80	6097384361	Law Books
	5173 West Payment Center		384.80	1 Transactions	
926	DEPT Total:		384.80	1 Vendors	1 Transactions
10	Fund Total:		12,597.47	Trust	25 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
11 Forest Development

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
924	DEPT		Forest Resource		
10452	AT&T Mobility		Cell phone	287257204209	Telephone
	11- 924- 000- 0000- 6250				
10452	AT&T Mobility		1 Transactions		
	1570 Freedom Valu Centers, Inc		November gas	9423	Gas And Oil
	11- 924- 000- 0000- 6511	445.13			
1570	Freedom Valu Centers, Inc		1 Transactions		
	4641 Holiday Credit Office		October gas	1400000134961	Gas And Oil
	11- 924- 000- 0000- 6511	131.12			
4641	Holiday Credit Office		1 Transactions		
	2340 Hyytinen Hardware Hank		Grinding wheel for chainsaw	1226323	Repair & Maintenance Supplies
	11- 924- 000- 0000- 6590	6.19			
2340	Hyytinen Hardware Hank		1 Transactions		
	2991 Malmo Market		November gas		Gas And Oil
	11- 924- 000- 0000- 6511	244.04			
2991	Malmo Market		1 Transactions		
	4010 Rasley Oil Company		Nov gas	AITCOL&PS	Gas And Oil
	11- 924- 000- 0000- 6511	818.84			
4010	Rasley Oil Company		1 Transactions		
	6097 Verizon Wireless		cell phone service	580683827	Telephone
	11- 924- 000- 0000- 6250	64.50			
6097	Verizon Wireless		1 Transactions		
	4654 Westerlund Cenex		Gas	18497	Gas And Oil
	11- 924- 000- 0000- 6511	45.22			
4654	Westerlund Cenex		1 Transactions		
	13234 Western EcoSystems Technology, Inc.		Accoustic Bat Survey	43549	Services, Labor, Contracts
	11- 924- 000- 0000- 6231	1,500.00	10/01/2014 10/31/2014		
	11- 924- 000- 0000- 6231	100.00	Mist net bat survey	43550	Services, Labor, Contracts
			10/01/2014 10/31/2014		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
11 Forest Development

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
13234	Western EcoSystems Technology, Inc.		1,600.00		2 Transactions	
924	DEPT Total:		3,463.72	Forest Resource	9 Vendors	10 Transactions
925	DEPT			Reforestation		
13075	Blue Tarp Financial Inc. 11-925-000-0000-6406		293.92	Solar panel	31719740	Field Supplies
13075	Blue Tarp Financial Inc.		293.92		1 Transactions	
2340	Hyytinen Hardware Hank					
	11-925-000-0000-6590		13.99	Ratchet strap for shop	1222629	Repair & Maintenance Supplies
	11-925-000-0000-6590		7.18	Wood snowbrush & ice scraper	1223915	Repair & Maintenance Supplies
	11-925-000-0000-6590		105.83	Padlock, key, tool set	1223970	Repair & Maintenance Supplies
	11-925-000-0000-6590		19.98	Shovels for shop	1224538	Repair & Maintenance Supplies
	11-925-000-0000-6590		3.35	Dispenser, pin	1225448	Repair & Maintenance Supplies
	11-925-000-0000-6590		0.54	Wire nuts, hardware	1225577	Repair & Maintenance Supplies
	11-925-000-0000-6590		1.79	Plug	1225691	Repair & Maintenance Supplies
	11-925-000-0000-6590		3.96	Keys for Berglund Park	1226887	Repair & Maintenance Supplies
2340	Hyytinen Hardware Hank		156.62		8 Transactions	
11008	Lake States Lumber, Inc. 11-925-000-0000-6406		4,656.32	Solana ATV wood	AKM 457370	Field Supplies
11008	Lake States Lumber, Inc.		4,656.32		1 Transactions	
12927	Midwest Machinery Co. 11-925-000-0000-6590		9.95	Christmas tree cord	976296	Repair & Maintenance Supplies
12927	Midwest Machinery Co.		9.95		1 Transactions	
4425	Shirts Plus 11-925-000-0000-6405		195.00	Banner	61355	Office Supplies
4425	Shirts Plus		195.00		1 Transactions	
12788	Timmer Implement of Aitkin 11-925-000-0000-6590		79.50	Swaybar 445	IA02780	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin		79.50		1 Transactions	
925	DEPT Total:		5,391.31	Reforestation	6 Vendors	13 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
11 Forest Development

<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>
11 Fund Total:		8,855.03	Forest Development		23 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
12 Agency

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
930	DEPT		ARDC		
90081	ARDC				
	12-930-000-0000-6801		18,864.81		Oct/Nov Settlement Apportionments
	12-930-000-0000-6801		143.30		Public hunting Apportionments
	12-930-000-0000-6801		2.85		Volstead Lands Apportionments
	12-930-000-0000-6801		75.63		Wildlife revenue sharing Apportionments
90081	ARDC		19,086.59		4 Transactions
930	DEPT Total:		19,086.59		ARDC 1 Vendors 4 Transactions
931	DEPT		Towns		
5838	Nw Carlton Co Ambulance District				
	12-931-162-0000-2045		262.33		Ambulance District Levy Nw Carlton Co Ambulance District
5838	Nw Carlton Co Ambulance District		262.33		1 Transactions
931	DEPT Total:		262.33		Towns 1 Vendors 1 Transactions
12	Fund Total:		19,348.92		Agency 5 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
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		
5998	Appert's Foodservice 19- 521- 000- 0000- 6400		92.57	Groceries	412040587	Commissary Items
5998	Appert's Foodservice		92.57	1 Transactions		
246	Brothers Fire Protection 19- 521- 000- 0000- 6231		315.00	Monitoring agreement	10288	Services, Labor, Contracts
246	Brothers Fire Protection		315.00	1 Transactions		
8622	Frontier 19- 521- 000- 0000- 6250		428.52	Service & long distance	21876846531119	Telephone
8622	Frontier		428.52	1 Transactions		
2763	J & H Transfer Station- Lakes Sanitary 19- 521- 000- 0000- 6255		184.76	Nov/Dec garbage service	85576	Garbage
2763	J & H Transfer Station- Lakes Sanitary		184.76	1 Transactions		
86235	The Office Shop Inc 19- 521- 000- 0000- 6405		24.98	Cookie labels	972312- 0	Office & Computer Supplies
86235	The Office Shop Inc		24.98	1 Transactions		
521	DEPT Total:		1,045.83	LLCC Administration	5 Vendors	5 Transactions
523	DEPT			LLCC Food		
5998	Appert's Foodservice 19- 523- 000- 0000- 6418		867.12	Groceries	412040587	Groceries- Students
	19- 523- 000- 0000- 6420		116.18	Groceries	412040587	Food Service Supplies
5998	Appert's Foodservice		983.30	2 Transactions		
5662	McGregor Dairy, Inc 19- 523- 000- 0000- 6418		183.05	Groceries	23220	Groceries- Students
5662	McGregor Dairy, Inc		183.05	1 Transactions		
12560	Rian/Scott 19- 523- 000- 0000- 6420		175.99	Food saver & bags	433623498000	Food Service Supplies
12560	Rian/Scott		175.99	1 Transactions		
4968	Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418		454.97	Groceries	421893- 00	Groceries- Students

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
19 Long Lake Conservation C

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>
19- 523- 000- 0000- 6418		1,228.53	groceries	428404- 00 Groceries- Students
4968 Upper Lakes Foods, Inc		1,683.50	2 Transactions	
523 DEPT Total:		3,025.84	LLCC Food	4 Vendors 6 Transactions
524 DEPT			LLCC Maintenance	
1860 Grainger Inc				
19- 524- 000- 0000- 6590		116.98	Timer spring	873338628 Repair & Maintenance Supplies
1860 Grainger Inc		116.98	1 Transactions	
2340 Hyytinen Hardware Hank				
19- 524- 000- 0000- 6422		139.88	Calcium Chloride/salt/grit	1226333 Janitorial Services/Supplies
2340 Hyytinen Hardware Hank		139.88	1 Transactions	
524 DEPT Total:		256.86	LLCC Maintenance	2 Vendors 2 Transactions
19 Fund Total:		4,328.53	Long Lake Conservation Center	13 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
21 Parks

Vendor No.	Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
520	DEPT			Parks		
50	Aitkin Body Shop, Inc 21- 520- 000- 0000- 6590		93.26	Oxygen & gas for shop	178	Repair & Maintenance Supplies
50	Aitkin Body Shop, Inc		93.26	1 Transactions		
10452	AT&T Mobility 21- 520- 000- 0000- 6250		36.23	Cell phone	287257204209	Telephone
10452	AT&T Mobility		36.23	1 Transactions		
86467	Auto Value Aitkin 21- 520- 000- 0000- 6590		8.49	Professional knock- shop	40055527	Repair & Maintenance Supplies
86467	Auto Value Aitkin		8.49	1 Transactions		
589	Blomberg/Judith 21- 520- 000- 0000- 6350		35.00	Park Board meeting	12/8/14	Per Diem
	21- 520- 000- 0000- 6330		17.92	Mileage Park Board meeting	32@.56	Transportation & Travel
589	Blomberg/Judith		52.92	2 Transactions		
176	City Of Palisade 21- 520- 000- 0000- 6231		1,250.00	Berglund Pk Ranger	25 wks @\$50	Services, Labor, Contracts
176	City Of Palisade		1,250.00	1 Transactions		
1754	Garrison Disposal Company, Inc 21- 520- 000- 0000- 6254		46.61	Waste removal shop	8190698	Utilities
1754	Garrison Disposal Company, Inc		46.61	1 Transactions		
12514	Greater Minnesota Parks & Trails 21- 520- 000- 0000- 6231		225.00	2015 Membership		Services, Labor, Contracts
12514	Greater Minnesota Parks & Trails		225.00	1 Transactions		
7525	Hometown Bldg Supply 21- 520- 000- 0000- 6590		8.10	Concrete - ski trail	59687	Repair & Maintenance Supplies
	21- 520- 000- 0000- 6590		12.15	Concrete - ski trail	59696	Repair & Maintenance Supplies
	21- 520- 000- 0000- 6590		38.58	Threshold, back door of shop	60102	Repair & Maintenance Supplies
7525	Hometown Bldg Supply		58.83	3 Transactions		
5759	Kitzrow/Donald 21- 520- 000- 0000- 6350		35.00	PARKS MTG	12/8/14	Per Diem
	21- 520- 000- 0000- 6330		36.85	Mileage	65.8@.56	Transportation & Travel



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
12/11/14 4:06PM  
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
5759	Kitzrow/Donald		71.85	2 Transactions	
9692	Minnesota Energy Resources Corporation				
	21- 520- 000- 0000- 6254		434.91	Nov gas for shop	4162495- 8 Utilities
9692	Minnesota Energy Resources Corporation		434.91	1 Transactions	
12065	Warnest/Timothy				
	21- 520- 000- 0000- 6350		35.00	Park Commission Meeting	12/8/14 Per Diem
	21- 520- 000- 0000- 6330		35.84	Park Commission Mileage	64@.56 Transportation & Travel
12065	Warnest/Timothy		70.84	2 Transactions	
520	DEPT Total:		2,348.94	Parks	11 Vendors 16 Transactions
21	Fund Total:		2,348.94	Parks	16 Transactions
	Final Total:		547,149.14	268 Vendors	484 Transactions

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	108,182.41	General Fund
3	46,312.84	Road & Bridge
4	1,033.49	Special Revenue(Unorg R&B,Fire
5	70.08	Health & Human Services
6	343,375.00	Debt Service
9	696.43	State
10	12,597.47	Trust
11	8,855.03	Forest Development
12	19,348.92	Agency
19	4,328.53	Long Lake Conservation Center
21	2,348.94	Parks
All Funds	547,149.14	Total

Approved by, .....

.....

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DKB1  
12/10/14 2:12PM

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Page Break By: 1  
1 - Page Break by Fund  
2 - Page Break by Dept

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

November Sales & Use Tax

DKB1  
 12/10/14 2:12PM  
 1 General Fund

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
40	DEPT			Auditor		
	89991 Bremer Bank					
1	01-040-000-0000-5517		0.19	Receipt Nbr 1132 11/13/2014		Fees For Services
2	01-040-000-0000-5840		0.06	Receipt Nbr 1134 11/21/2014		Misc Receipts
3	01-040-021-0000-5840		2.83	Receipt Nbr 977 11/10/2014		Misc Receipts
4	01-040-021-0000-5840		0.77	Receipt Nbr 977 11/10/2014		Misc Receipts
61	01-040-000-0000-6405		1.00	November sales tax adjustment		Office & Computer Supplies
	89991 Bremer Bank		4.85	5 Transactions		
40	DEPT Total:		4.85	Auditor	1 Vendors	5 Transactions
42	DEPT			Treasurer		
	89991 Bremer Bank					
5	01-042-000-0000-5840		0.06	Receipt Nbr 3542 11/14/2014		Misc Receipts
6	01-042-000-0000-5840		0.96	Receipt Nbr 3543 11/17/2014		Misc Receipts
7	01-042-000-0000-5840		0.96	Receipt Nbr 3543 11/17/2014		Misc Receipts
8	01-042-000-0000-5840		0.96	Receipt Nbr 3543 11/17/2014		Misc Receipts
9	01-042-000-0000-5840		0.06	Receipt Nbr 3545 11/19/2014		Misc Receipts
	89991 Bremer Bank		3.00	5 Transactions		
42	DEPT Total:		3.00	Treasurer	1 Vendors	5 Transactions
43	DEPT			Assessor		
	89991 Bremer Bank					
10	01-043-000-0000-5840		0.32	Receipt Nbr 826 11/07/2014		Misc Receipts
11	01-043-000-0000-5840		0.29	Receipt Nbr 826 11/07/2014		Misc Receipts
12	01-043-000-0000-5840		0.51	Receipt Nbr 827 11/21/2014		Misc Receipts
13	01-043-000-0000-5840		0.39	Receipt Nbr 827 11/21/2014		Misc Receipts
14	01-043-000-0000-5840		0.14	Receipt Nbr 827 11/21/2014		Misc Receipts
	89991 Bremer Bank		1.65	5 Transactions		
43	DEPT Total:		1.65	Assessor	1 Vendors	5 Transactions
90	DEPT			Attorney		
	89991 Bremer Bank					
15	01-090-000-0000-5840		2.57	Receipt Nbr 1469 11/03/2014		Misc Receipts
16	01-090-000-0000-5840		0.64	Receipt Nbr 1470 11/04/2014		Misc Receipts
17	01-090-000-0000-5840		2.57	Receipt Nbr 1474 11/12/2014		Misc Receipts

# Aitkin County



## Audit List for Board AUDITOR'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
18	01-090-000-0000-5840		Receipt Nbr 1477 11/14/2014		Misc Receipts
19	01-090-000-0000-5840		Receipt Nbr 1478 11/14/2014		Misc Receipts
20	01-090-000-0000-5840		Receipt Nbr 1481 11/24/2014		Misc Receipts
21	01-090-000-0000-5840		Receipt Nbr 1482 11/26/2014		Misc Receipts
22	01-090-000-0000-5840		Receipt Nbr 1483 11/26/2014		Misc Receipts
23	01-090-000-0000-5840		Receipt Nbr 1484 11/26/2014		Misc Receipts
24	01-090-000-0000-5840		Receipt Nbr 1485 11/26/2014		Misc Receipts
89991	Bremer Bank		10 Transactions		
90	DEPT Total:		16.71 Attorney	1 Vendors	10 Transactions
100	DEPT		Recorder		
89991	Bremer Bank				
48	01-100-000-0000-6311		November copies sales tax		Sales Tax
49	01-100-000-0000-6312		Nov. sales tax adjustment		Sales Tax Adjustment
89991	Bremer Bank		2 Transactions		
100	DEPT Total:		86.00 Recorder	1 Vendors	2 Transactions
122	DEPT		Planning & Zoning		
89991	Bremer Bank				
25	01-122-000-0000-5840		Receipt Nbr 1398 11/07/2014		Misc Receipts
26	01-122-000-0000-5840		Receipt Nbr 1408 11/26/2014		Misc Receipts
89991	Bremer Bank		2 Transactions		
122	DEPT Total:		1.87 Planning & Zoning	1 Vendors	2 Transactions
252	DEPT		Corrections		
89991	Bremer Bank				
27	01-252-000-0000-5840		Receipt Nbr 2554 11/10/2014		Misc Receipts
28	01-252-000-0000-5840		Receipt Nbr 2563 11/26/2014		Misc Receipts
29	01-252-252-0000-5872		Receipt Nbr 2554 11/10/2014		Phone Card Prisoner Welfare(Taxable)
30	01-252-252-0000-5872		Receipt Nbr 2558 11/19/2014		Phone Card Prisoner Welfare(Taxable)
31	01-252-252-0000-5872		Receipt Nbr 2564 11/26/2014		Phone Card Prisoner Welfare(Taxable)
32	01-252-252-0000-5885		Receipt Nbr 2554 11/10/2014		Commissary Sales Taxable
33	01-252-252-0000-5885		Receipt Nbr 2558 11/19/2014		Commissary Sales Taxable
34	01-252-252-0000-5885		Receipt Nbr 2564 11/26/2014		Commissary Sales Taxable

DKB1  
 12/10/14 2:12PM  
 1 General Fund

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	89991 Bremer Bank		245.81	8 Transactions	
252	DEPT Total:		245.81	1 Vendors	8 Transactions
1	Fund Total:		359.89	General Fund	37 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
12/10/14 2:12PM  
3 Road & Bridge

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT		Undesignated		
	89991 Bremer Bank				
35	03-000-000-0000-5855		Receipt Nbr 2093 11/07/2014		Charges- Individuals
36	03-000-000-0000-5855		Receipt Nbr 823 11/10/2014		Charges- Individuals
37	03-000-000-0000-5855		Receipt Nbr 2097 11/17/2014		Charges- Individuals
38	03-000-000-0000-5855		Receipt Nbr 825 11/17/2014		Charges- Individuals
39	03-000-000-0000-5855		Receipt Nbr 825 11/17/2014		Charges- Individuals
40	03-000-000-0000-5855		Receipt Nbr 825 11/17/2014		Charges- Individuals
41	03-000-000-0000-5855		Receipt Nbr 828 11/26/2014		Charges- Individuals
	89991 Bremer Bank	18.30		7 Transactions	
0	DEPT Total:	18.30	Undesignated	1 Vendors	7 Transactions
303	DEPT		R&B Highway Maintenance		
	8410 Bremer Bank				
52	03-303-000-0000-6513	1,574.63	November diesel tax		Motor Fuel & Lubricants
	8410 Bremer Bank	1,574.63		1 Transactions	
303	DEPT Total:	1,574.63	R&B Highway Maintenance	1 Vendors	1 Transactions
3	Fund Total:	1,592.93	Road & Bridge		8 Transactions

DKB1  
 12/10/14 2:12PM  
 9 State

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance					
53	09-000-000-0000-2022		72.00	November Birth		Birth/Death Surcharges
54	09-000-000-0000-2022		364.00	November Death		Birth/Death Surcharges
55	09-000-000-0000-2024		54.00	November Childrens		St Share Of Birth Cert.- Children
56	09-000-000-0000-2031		16.50	November Torrens		Real Estate Assurance (Was 5874 And 627
57	09-000-000-0000-2031		189.00	November Tax Forfeited		Real Estate Assurance (Was 5874 And 627
58	09-000-000-0000-2036		4,630.50	November state general fund		Recording Surcharges (Was 5871 & 6281)
59	09-000-000-0000-2036		180.00	November state general fund		Recording Surcharges (Was 5871 & 6281)
	4580 Mn Dept Of Finance		5,506.00		7 Transactions	
	3375 Mn Dept Of Health					
60	09-000-000-0000-2027		850.00	November State Well		State Well Cert Fees (Was 5097 & 6203)
	3375 Mn Dept Of Health		850.00		1 Transactions	
0	DEPT Total:		6,356.00	Undesignated	2 Vendors	8 Transactions
9	Fund Total:		6,356.00	State		8 Transactions



# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
12/10/14 2:12PM  
10 Trust

	<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>
923	DEPT					
	89991 Bremer Bank					
51	10- 923- 000- 0000- 6311		8.36	November sales tax		Sales Tax
	89991 Bremer Bank		8.36	1 Transactions		
923	DEPT Total:		8.36	Forfeited Tax Sales	1 Vendors	1 Transactions
10	Fund Total:		8.36	Trust		1 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
12/10/14 2:12PM  
11 Forest Development

	<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>
925	DEPT		Reforestation		
	89991 Bremer Bank				
50	11- 925- 000- 0000- 6312		Nov. sales tax adjustment		Sales Tax Adjustment
	89991 Bremer Bank	0.36-	1 Transactions		
		0.36-			
925	DEPT Total:		Reforestation	1 Vendors	1 Transactions
		0.36-			
11	Fund Total:		Forest Development		1 Transactions
		0.36-			

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
 12/10/14 2:12PM  
 19 Long Lake Conservation C

	<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 # On Behalf of Name</u>
521	DEPT			LLCC Administration	
	89991 Bremer Bank				
42	19- 521- 000- 0000- 5885		7.44	Receipt Nbr 991 11/12/2014	Commissary Sales Taxable
43	19- 521- 000- 0000- 5885		12.16	Receipt Nbr 992 11/17/2014	Commissary Sales Taxable
44	19- 521- 000- 0000- 5885		16.83	Receipt Nbr 994 11/24/2014	Commissary Sales Taxable
	89991 Bremer Bank		36.43	3 Transactions	
521	DEPT Total:		36.43	LLCC Administration	1 Vendors 3 Transactions
19	Fund Total:		36.43	Long Lake Conservation Center	3 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
12/10/14 2:12PM  
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520 DEPT		Parks		
89991 Bremer Bank				
45 21- 520- 000- 0000- 5510		1.93 Receipt Nbr 2094 11/10/2014		Co. Parks Campground Fees
46 21- 520- 000- 0000- 5510		13.19 Receipt Nbr 2094 11/10/2014		Co. Parks Campground Fees
47 21- 520- 000- 0000- 5510		20.26 Receipt Nbr 2094 11/10/2014		Co. Parks Campground Fees
89991 Bremer Bank		35.38	3 Transactions	
520 DEPT Total:		35.38	Parks	1 Vendors 3 Transactions
21 Fund Total:		35.38	Parks	3 Transactions
Final Total:		8,388.63	15 Vendors	61 Transactions

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	359.89	General Fund
	3	1,592.93	Road & Bridge
	9	6,356.00	State
	10	8.36	Trust
	11	-0.36	Forest Development
	19	36.43	Long Lake Conservation Center
	21	35.38	Parks
	All Funds	8,388.63	Total

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request

2F

Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Year-End Matters

<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>Staff is asking for Board authorization to allow the County Administrator to approve miscellaneous year-end matters. This may include trailing liquor licenses, manual warrants and other miscellaneous items.</p> <p>These items will be presented to the Board at the first meeting in January for acknowledgement.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Authorize the County Administrator to approve miscellaneous year-end matters.		
<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>		



# Board of County Commissioners Agenda Request

**26**  
Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** On, Off & Sunday Liquor Licenses for 2015

<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) <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> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Applications for County On, Off & Sunday Liquor Licenses for 2015		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Resolution to approve Liquor Licenses		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" 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: 50px;">Please Explain:</span>		

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

ADOPTED December 23, 2014

By Commissioner: xx

122314-0xx

2015 Liquor License Renewals

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2015 thru December 31, 2015:

“ON”, “OFF” and “SUNDAY” Sale:

Bann’s Bar & Café Inc., d/b/a **Bann’s Bar & Café** – Shamrock Township

This establishment has an address of 18870 Goshawk St., McGregor, MN 55760

Big Sandy Lodge & Resort, Inc., d/b/a **Big Sandy Lodge & Resort** – Shamrock Township

This establishment has an address of 20534 487<sup>th</sup> Street, McGregor, MN 55760

MacDonald Ent. of Malmo Inc., d/b/a **Castaways** – Lakeside Township

This establishment has an address of 32360 215<sup>th</sup> Lane, Isle, MN 56342

Corner Club LLC, d/b/a **Corner Club** – Macville Township

This Establishment has an address of 60967 Highway 169, Hill City, MN 55748

Denny’s Lakeview Inn LLC, d/b/a **Denny’s Lakeview Inn** – Glen Township

This establishment has an address of 33592 300<sup>th</sup> Place, Aitkin, MN 56431

Eagle Point Lounge Inc., d/b/a **Eagle Point Lounge** – Shamrock Township

This establishment has an address of 49394 State Highway 65, McGregor, MN 55760

Forestry Station Inc., d/b/a **Forestry Station** – Ball Bluff Township

This establishment has an address of 67807 State Hwy 65, Jacobson, MN 55752

Hillcrest Resort McGregor LLC, d/b/a **Hillcrest Resort** – Shamrock Township

This establishment has an address of 20612 498<sup>th</sup> Lane, McGregor, MN 55760

RIPS HLI Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township

This establishment has an address of 48493 Lily Avenue, McGregor, MN 55760

Pepera Properties Inc., d/b/a **Jackson’s Hole** – Salo Township

This establishment has an address of 36232 Kestrel Ave., McGregor, MN 55760

Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township

This establishment has an address of 23247 480<sup>th</sup> St., McGregor, MN 55760

Phil’s Myr Mar Marina Inc., d/b/a **Phil’s Myr Mar Marina** – Hazelton Township

This establishment has an address of 44033 Conifer St., Aitkin, MN 56431

D & G Marklund Inc., d/b/a **Pine Inn** – Malmo Township

This establishment has an address of 27805 State Highway 47, Aitkin, MN 56431

Stacey’s Prairie River Retreat Inc., d/b/a **Stacey’s Prairie River Retreat** – Shamrock Township

This establishment has an address of 51272 Lake Ave., McGregor, MN 55760



Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township

This establishment has an address of 16469 Goshawk Street, McGregor, MN 55760

**“ON” and “SUNDAY” Sale:**

Grill of Glen Inc., d/b/a **Glen Store & Grill** – Malmo Township

This establishment has an address of 31993 280<sup>th</sup> St., Aitkin, MN 56431

Kathryn E Eken, d/b/a **Jack’s Shack** – Rice River Township

This establishment has an address of 29954 State Highway 56, McGregor, MN 55760

**“OFF” Sale:**

North Liquor Inc., d/b/a **Glen Store & Grill** – Malmo Township

This establishment has an address of 31993 280<sup>th</sup> St., Aitkin, MN 56431

Gerald F. Olson, d/b/a **Olson’s Mississippi Landing** – Ball Bluff Township

This establishment has an address of 68298 St. Hwy. 65, Jacobson, MN 55752

**“ON” Sale – WINE:**

Kulifaj Resorts Inc., d/b/a **The Red Door Resort** – Wealthwood Township

This establishment has an address of 38421 State Highway 18, Aitkin, MN

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

FIVE MEMBERS PRESENT All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D., 2014

KIRK PEYSAR, County Auditor

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



# Board of County Commissioners Agenda Request

24

Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Affidavit for Duplicate of lost Municipal Order or Warrant

<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> Julie Hughes, Chief Deputy		<b>Department:</b> Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Shirley Ford - Commissioner Warrant Number 42123 in the amount of 4.54 William Winsor - Commissioner Warrant Number 42539 in the amount 4.88		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Shirley Ford - Commissioner Warrant Number 42123 in the amount of 4.54 William Winsor - Commissioner Warrant Number 42539 in the amount 4.88		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> duplicate check		

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

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss William Winsor  
)

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant, dated the Fourth Day of December, 2012. Numbered 42539 issued by Aitkin County to William Winsor

in the sum of \$ 4.88 which has been LOST in the manner  
("Lost" or "Destroyed")

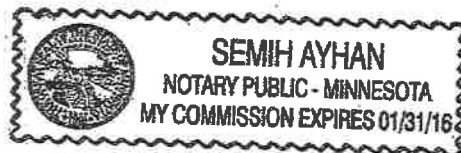
following, to wit:

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

Subscribed and sworn to before me this 25<sup>th</sup> day of November, 2014

[Signature]  
Notary Public Hennepin County, Minnesota

My Commission Expires 01-31-2016



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss. Shirley Ford  
)

being duly sworn, on oath says; that (s)he is the owner of a certain commissioner warrant,

dated the 29 day of October, 2012, numbered 42123,

issued by Aitkin County to Shirley Ford

in the sum of \$ 4.54 has been Lost in the manner  
("Lost" or "Destroyed")

following, to wit:

*Was not found in any  
correspondence from Aitkin County*

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

*Shirley Ford*

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Notary Public \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_  
*See attached form*

**CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT**  
**CIVIL CODE § 1189**

State of California

County of San Joaquin

On December 4, 2014 before me, Sheila R. Robertson, Notary Public

personally appeared Shirley Ford

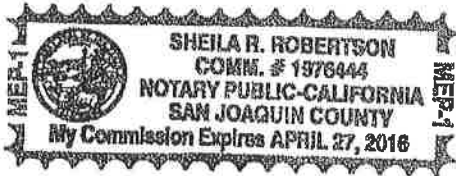
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: Sheila R. Robertson  
Signature of Notary Public



Place Notary Seal Above

**OPTIONAL**

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

**Description of Attached Document**

Title or Type of Document: Affidavit for Duplicate of Lost Municipal Order or Warrant Document Date: Dec. 4, 2014

Number of Pages: 1 Signer(s) Other Than Named Above: \_\_\_\_\_

**Capacity(ies) Claimed by Signer(s)**

Signer's Name: Shirley Ford

- Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_

Signer's Name: \_\_\_\_\_

- Corporate Officer — Title(s): \_\_\_\_\_  
 Partner —  Limited  General  
 Individual  Attorney in Fact  
 Trustee  Guardian or Conservator  
 Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

Self

Signer Is Representing: \_\_\_\_\_



# Board of County Commissioners Agenda Request

**21**  
Agenda Item #

**Requested Meeting Date:** 12/23/2014

**Title of Item:** Forestry Advisory Committee applicants

<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> Mark Jacobs		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Same		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> We have 4 openings on Forestry Advisory Committee for 2015. The openings were advertised and we received 4 applicants, each seeking a second term...  District 4 = John LaHoud - McGregor District 5 = William Neary - Swatara At Large = Kevin Insley - Aitkin Professional = Galen Tviet - Palisade		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> I recommend re-appointing these applicants.		
<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>		

**NEWS RELEASE**

---

**AITKIN COUNTY HAS FOUR OPENINGS ON THE FOLLOWING COMMITTEE:**

Aitkin County will be accepting applications through December 2, 2014, or until filled for citizen representation on the following committee:

**Forest Advisory Committee** – 4-year term

**1. District 4:**

Cities – McGregor, Tamarack  
Townships – Clark, Fleming, Haugen, Jevne,  
McGregor, Morrison, Shamrock, Workman

**2. District 5:**

Cities – Hill City, Palisade  
Townships – Ball Bluff, Balsam, Cornish, Hill Lake,  
Libby, Logan, MacVille, Turner, Verdon,  
Waukenabo  
Unorg Townships – 52-27, 52-25, 52-24, 52-22, 51-27, 51-25, 51-22, 50-27, 50-26, 50-25, 49-27,  
48-27

**3. At Large:**

Open to Citizens of Aitkin County

**4. Professional:**

Preferred Background in Natural Resources (e.g. forestry, forest industry, forest ecology)

**Basic Responsibilities are:**

- A) Attends and actively participates in regular County Forest Advisory Committee meetings. Meetings are held at least quarterly (no set dates).
- B) Promotes a healthy, productive, and sustainable forest.
- C) Reviews and makes recommendations to the County Board involving timber harvest on Aitkin County lands (and State and private land to the extent feasible); and the classification of Aitkin County administered lands.

**Optional Responsibilities are:**

- A) Participates in Advisory Committee subcommittees and task forces.
- B) Serve as a Committee officer.
- C) Attends County Board and other meetings.

Committee members receive a per diem and mileage reimbursement for each meeting. To obtain an application please access <http://www.co.aitkin.mn.us/employment/jobs.html> or call 218-927-7276.

The Aitkin County Board of Commissioners will make the committee selections from submitted applications at a County Board meeting. All applicants will receive notification by mail whether or not they have been selected. For more information please contact Mark Jacobs, Aitkin County Land Commissioner, at 218-927-7364.

\*\*\*\*\*

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

DEC 11 2014

Forest Advisory Committee

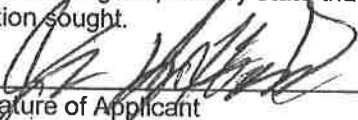
AITKIN COUNTY COMMISSIONER DISTRICT Skamrock Twp. - 4

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Applying for 2nd term

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Signature of Applicant



Date

12-1-2014

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No ✓

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No ✓

**Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431**

NAME OF APPLICANT:

John Lofstead

STREET ADDRESS OF APPLICANT:

PHONE NUMBERS:



# MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Forest Advisory

DEC 03 2014

AITKIN COUNTY COMMISSIONER DISTRICT 5

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

William F. Neary  
Signature of Applicant

12-1-14  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Is this application submitted at the suggestion of appointing authority? Yes  No \_\_\_\_\_

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW – Room 130, Aitkin, MN 56431

NAME OF APPLICANT: William F. Neary

NOV 13 2014

# MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Forest Advisory CommiONTEE

AITKIN COUNTY COMMISSIONER DISTRICT \_\_\_\_\_

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I have Ben on the Forest Advisory  
Com For 4 yrs I would Like To Be  
Back on the com

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

KE Jley  
Signature of Applicant

11-15-14  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No ✓

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No ✓

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Kevin E. Ipsley

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

NOV 17 2014

FOREST ADVISORY

AITKIN COUNTY COMMISSIONER DISTRICT 5

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I HAVE SERVED FOUR YEARS ON THIS  
COMMITTEE, LOGGING HAS BEEN A BIG PART OF  
MY LIFE

I WOULD SERVE ANOTHER TERM IF NOMINATED

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Galen N. Tveit

Signature of Applicant

11-13-14

Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Galen N. Tveit



# Board of County Commissioners Agenda Request

**25**  
Agenda Item #

**Requested Meeting Date:** 12/23/14

**Title of Item:** STS Donation

<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> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  In appreciation for their assistance, private citizen Karen Bundrock has made a generous donation of \$75 to the Aitkin County STS program.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Accept \$75 donation.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" 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>		



# Board of County Commissioners Agenda Request

**2K**

Agenda Item #

**Requested Meeting Date:** 12/23/14

**Title of Item:** Repurchase of tax-forfeited land - Steve Smidt

<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) <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> Mark Jacobs		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Same		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Steve Smidt of Hill City, MN is the former owner of tax-forfeited property = Bucks Addition to Hill City Lots 4,5, and 6 Block 12, and has made application to repurchase per MS 282.241 - 291.  He has submitted the appropriate fee and application (attached).		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Based on the fact that the property is an existing business and the full fee has been submitted, I recommend approval of the repurchase. <div style="text-align: right; margin-top: 10px;"> </div>		
<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>		

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

I, the undersigned owner-mortgagee-heir-representative of heirs Steve Smidt, at the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit:

Bucks Addn to Hill City  
Lots 4, 5 + 6 Blk 12

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:

WAITING FOR PAY OFF OF PROPERTY  
IN ANOKA COUNTY, SOON TO BE  
SETTLED, WAITING FOR  
PAYMENT LAST 2 YEARS, BOYER  
WAITING FOR INHERITAGE FROM AN AUNT.

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

• INTEND TO KEEP TAXES CURRENT  
IN FUTURE, BUSINESS IN  
GOOD REPAIR FOR THE LAST 14 YEARS.

Received  
10,000 cashiers  
check  
16.03 cash

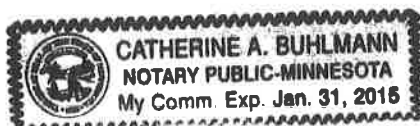
Steve Smidt  
Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota  
County of Aitkin

The foregoing instrument was acknowledged before me this 16<sup>th</sup> day of Dec, 2014 by

Steve Smidt

Catherine Buhlmann  
Signature of person taking acknowledgement



WHEREAS, Steve Smidt, former owner of PO Box 113 Hill City, Mn. 55748 has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel... of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended, which land is situated in the County of Aitkin, Minnesota, and described as follows, to-wit:

*Buck's Addition to Hill City - Lots Four (4) Five (5) and Six (6) Block Twelve (12)*

; and WHEREAS, said applicant has set forth in his application that

a) *hardship and injustice has resulted because of forfeiture of said land, for the following reasons:  
to-wit:*

*I am waiting for the payoff of the sale of a property in Anoka County which is soon to be settled. I have been waiting for payment for two years. The buyer is waiting for an inheritance from an aunt's estate.*

b) *that the repurchase of said land by me will promote and best serve the public interest, because:  
I intend to keep the taxes current in the future. My business is in good rapport for the last fourteen years.*

; and WHEREAS, this Board is of the opinion that said application should be granted for such reasons, NOW THEREFORE BE IT RESOLVED, That the application of Steve Smidt for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Aitkin, Minnesota this 23rd day of December, 2014

*smidt-ref-res*



# Board of County Commissioners Agenda Request

22

Agenda Item #

**Requested Meeting Date:** 12/23/14

**Title of Item:** Donation to K-9 Program

<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> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Scott Turner		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Granite Electronics, our partner in the recent radio system upgrade, has made a donation of \$100 to Loki and our K-9 program.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Accept \$100 donation to Loki and our K-9 program.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" 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>		





# Board of County Commissioners Agenda Request

2M

Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Deferred Monies to January 2015 - IT Dept.

<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> Steve Bennett		<b>Department:</b> IT
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Please see the attached memo requesting 2014 money for equipment purchases be applied to 2015 billing, and also asking for money currently being held in reserves for IT be maintained.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve using 2014 monies for January 2015 billing for purchase of two Dell EqualLogic PS4210E high capacity storage units, and to approve maintaining \$12,998.59 for networking equipment and \$5500.00 for staff training in reserves.		
<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>		

# Memo

**To:** Nate Burkett, County Commissioners  
**From:** Steve Bennett  
**Date:** December 17, 2014  
**Re:** Deferred Monies to January 2015

---

I am in the process of acquiring storage devices and cannot get the billing completed before the accounting cutoff for 2014. The monies for purchasing are budgeted and I would like to apply these 2014 monies to 2015. Processing should be completed in January of 2015.

**Devices:** two Dell EqualLogic PS4210E high capacity storage units. Total cost with tax will be approximately \$30,242. These devices will provide critical storage and backup to all county departments.

**Accounts:** 01-049-000-0000-6625 for \$14,000 and 01-049-000-0000-6231 for \$16,242.

Concerning the money currently held in reserves for IT purposes, please maintain the \$12,998.59 for networking equipment and the \$5500 for staff training can be returned to the general fund.



# Board of County Commissioners Agenda Request

**2N**  
Agenda Item #

**Requested Meeting Date:**

**Title of Item:**

<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> Penny Harms	<b>Department:</b> Veterans Services
-------------------------------------	---

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

**Summary of Issue:**

\$100 was donated to the Veterans Service Office by Gordon and Marilyn Ellingbo with the request that it be used to help a veteran this Christmas.

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

**Recommended Action/Motion:**  
Please approve the donation.

**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

20  
Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Resolution - Transfer General Funds to Debt Service Funds

<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) <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> Kirk Peysar		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  <p>Administrator's Comments: This action will reduce general fund cash balance in accordance with the attached resolution. This is the final payment on the bond, and it must be paid regardless of the outcome of this action. The purpose of this action is to ensure that the debt service fund is not negative, which would result in a negative finding on our audit report.</p> <p>The reason that this fund does not have sufficient reserves to cover this expense is that when the bonds were reissued in 2005, there was an overlap of the issuance, resulting in an increased expense which was not covered by the ongoing levy.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Approve resolution		
<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>		

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

ADOPTED December 23, 2014

By Commissioner: xx

122314-xxx

**Transfer General Funds to Debt Service Funds**

**BE IT RESOLVED**, to authorize the transfer of \$163,266.12 from the General Fund (01) to the Debt Service Fund (06) to complete the scheduled principal and interest payments on the 2005A General Obligation Jail Refunding Bonds.

**BE IT FURTHER RESOLVED**, to assign any delinquent property tax collections to the General Fund (01).

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

KIRK PEYSAR, County Auditor

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



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Legislative Update

<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 checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Nathan Burkett	<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Dale Lueck, State Representative-Elect	<b>Estimated Time Needed:</b> 30 minutes
<b>Summary of Issue:</b>  State Representative-Elect Dale Lueck will discuss legislation with the Board.  Potential topics of discussion: FDL Tribe clean air act proposal Updates to the Wetland Conservation Act Revisions to the Data Practices law to reverse Schwanke decision Transportation funding County program aid funding formula revisions Sandpiper pipeline proposal Other topics defined by the Board	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b>	
<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>	

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



# Board of County Commissioners Agenda Request

## 5A

Agenda Item #

**Requested Meeting Date:** 12/23/14

**Title of Item:** Continuation of Everstar Public Hearing

<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 type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Nathan Burkett		<b>Department:</b> County Administrator
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> 30 minutes
<b>Summary of Issue:</b>  The Board will be presented with the entirety of the public record on the Everstar ditch abandonment petition as of the beginning of the Board meeting.  Recommend the Board take any additional public comment, accept any documents in the public record, close the public comment period and set deliberations for January 27, 2015.  Everstar reps have been contacted and are in agreement with this solution.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Continue public comment, establish alternate date for public hearing.		
<b>Recommended Action/Motion:</b> Close public comment on the Everstar ditch abandonment petition and set deliberations for Jan 27 at 10:30 am.		
<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>		



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 12/23/14

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

<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 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> 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> <p>Aitkin County has received a grant from the Federal Emergency Management Agency (FEMA) to prepare an update of its multi-jurisdictional, Multi-Hazard Mitigation Plan (MHMP). In order to remain eligible for federal Hazard Mitigation Grant Program funding, FEMA requires that MHMPs are updated every five years.</p> <p>The Multi-Hazard Mitigation Plan (MHMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000). The development of a local government plan is required in order to maintain eligibility for certain federal disaster assistance and hazard mitigation funding programs. In order for the National Flood Insurance Program (NFIP) communities to be eligible for future mitigation funds, they must adopt an MHMP.</p> <p>Aitkin County is vulnerable to a variety of potential disasters. These hazards, both natural and human caused, threaten loss of life and property in the county. Such hazards as tornadoes, flooding, wildfires, blizzards, straight line winds, ice storms, and hazardous material spills have the potential for inflicting vast economic loss and personal hardship.</p> <p>This Hazard Mitigation Plan represents the efforts of local agencies in Aitkin County to fulfill the responsibility for hazard mitigation planning. The intent of the plan is to reduce the actual threat of specific hazards by limiting the impact of damages and losses.</p> <p>The final Multi Hazard Mitigation Plan is attached for review and approval.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Adopt Resolution		
<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>		



**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: December 15, 2014  
FROM: Sheriff Scott Turner      RE: Multi-Hazard Mitigation Plan

---

At the October 8, 2014 Aitkin County Board Meeting I did a review of the Aitkin County Multi- [All] Hazard Mitigation Plan. As you recall, the end product was a result of meetings with the steering committee and public meetings – followed up with meetings with some of the key department heads that would be active in disaster response,

The plan is now complete – having gone through a period of public input and some changes that were brought about by input from those department heads. It has gone through an approval process at the State of Minnesota Department of Homeland Security and Emergency Management (HSEM) and has received initial approval from the Federal Emergency Management Agency (FEMA).

The link to the plan on the ARDC website is [www.arrowheadplanning.org/aitkinmhmp](http://www.arrowheadplanning.org/aitkinmhmp). The full plan is also attached here-in.

At this stage I am looking for a resolution from the Aitkin County Board hereby adopting the 2014 Multi-Hazards Mitigation Plan. A copy of that resolution will accompany the plan which will once again be submitted to HSEM and FEMA. A draft resolution is attached.

When it receives final approval from FEMA we will then provide copies to each of the municipalities for similar adoption so that they too can receive approval from FEMA.

If you have any questions relative to this memo or the Plan, please do not hesitate to call.

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

ADOPTED December 23, 2014

By Commissioner: xx

**122314-0xx**

**Aitkin County Multi-Hazard Mitigation Plan (2014)**

**WHEREAS**, the Federal Emergency Management Agency (FEMA) has made reducing hazards one of their primary goals; and

**WHEREAS**, hazard mitigation planning and the subsequent implementation of resulting projects, measures, and policies is a primary mechanism in achieving FEMA's goal.

**THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners does hereby adopt the Aitkin County Multi-Hazard Mitigation Plan (2014). A copy of this plan is on file and open for inspection in the Aitkin County Sheriff's Office.

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D., 2014**

KIRK PEYSAR, County Auditor

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

# MULTI-HAZARD MITIGATION PLAN AITKIN COUNTY, MINNESOTA, 2014



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# MULTI-HAZARD MITIGATION PLAN AITKIN COUNTY, MINNESOTA

## 2014

Contact:

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Aitkin, MN 56431  
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## SECTION 1 – INTRODUCTION

### 1.1 Introduction

Hazard mitigation is defined as any sustained action to reduce or eliminate long-term risk to human life and property from hazards. The Federal Emergency Management Agency (FEMA) has made reducing hazards one of its primary goals; hazard mitigation planning and the subsequent implementation of resulting projects, measures, and policies is a primary mechanism in achieving FEMA's goal.

Hazard mitigation planning and preparedness will be the most effective instrument to diminish losses by reducing the impact of disasters upon people and property. Although mitigation efforts will not eliminate all disasters, each county shall endeavor to be prepared as much as possible for a disaster.

The Multi-Hazard Mitigation Plan (MHMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000). The development of a local government plan is required in order to maintain eligibility for certain federal disaster assistance and hazard mitigation funding programs. In order for communities to be eligible for future mitigation funds, they must adopt an MHMP.

Aitkin County is vulnerable to a variety of potential disasters. These hazards, both natural and human caused, threaten loss of life and property in the county. Such hazards as tornadoes, flooding, wildfires, blizzards, straight line winds, ice storms, and hazardous material spills have the potential for inflicting vast economic loss and personal hardship.

This Hazard Mitigation Plan represents the efforts of local agencies in Aitkin County to fulfill the responsibility for hazard mitigation planning. The intent of the plan is to reduce the actual threat of specific hazards by limiting the impact of damages and losses.

#### 1.1.1 Scope

The Aitkin County Emergency Management Director, the University of Minnesota Duluth Geospatial Analysis Center and the Arrowhead Regional Development Commission (ARDC) have combined efforts to update the Aitkin County 2005 Mitigation Plan.

This Hazard Mitigation Plan evaluates and ranks the major natural hazards affecting Aitkin County as determined by frequency of event, economic impact, deaths, and injuries. Mitigation recommendations are based on input from state and local agencies, public input, and national best practices.

The University of Minnesota Duluth Geospatial Analysis Center (GAC) performed a hazard risk assessment for a 100-year flood in Aitkin County using the Hazus-MH GIS tool. In recognition of the importance of planning in mitigation activities, FEMA created Hazards USA Multi-Hazard (Hazus-MH), a powerful geographic information system (GIS)-based disaster risk assessment tool. This tool enables communities of all sizes to predict estimated losses from floods, hurricanes, earthquakes, and other related phenomena and to measure the impact of various mitigation practices that might help reduce those losses. The Minnesota Homeland Security and Emergency Management office has determined that Hazus-MH should play a critical role in Minnesota's risk assessments, and therefore the 100-year flood event hazard analysis is introduced in this plan.

This plan is a multi-jurisdictional plan that covers Aitkin County, its school districts, and the cities of Aitkin, Hill City, McGrath, McGregor, Palisade, and Tamarack. The Mille Lacs Reservation, part of which lies in Aitkin County, currently has its own All-Hazard Mitigation Plan, updated in 2012.

Members from each of these jurisdictions actively participated in the planning process by attending workgroup meetings, providing information, suggesting mitigation strategies and reviewing the plan document. Each jurisdiction will adopt the plan by resolution after approval by FEMA. Copies of the resolutions can be found in Appendix D in the back of the plan.

Aitkin County has specified the following goals for this Hazard Mitigation Plan:

- To evaluate and rank the hazards that impact Aitkin County.
- To determine the extent of existing mitigation programs and policy capabilities within Aitkin County.
- To create a detailed, working document that will establish a standardized process for ensuring coordination of hazard mitigation efforts and to implement an ongoing and comprehensive hazard mitigation strategy.
- To familiarize state and local officials and the general public about hazard mitigation in Aitkin County and obtain their support.

### 1.1.2 Hazard Mitigation Definition

Hazard mitigation may be defined as any action taken to eliminate or reduce the long-term risk to human life and property from natural and technological hazards. Potential types of hazard mitigation measures include the following:

- Structural hazard control or protection projects
- Retrofitting of facilities
- Acquisition and relocation of structures
- Development of mitigation standards, regulations, policies, and programs
- Public awareness and education programs
- Development or improvement of warning systems

### 1.1.3 Benefits of Mitigation Planning

The benefits of hazard mitigation planning include the following:

- Saving lives, protecting the health of the public, and reducing injuries
- Preventing or reducing property damage
- Reducing economic losses
- Minimizing social dislocation and stress
- Reducing agricultural losses
- Maintaining critical facilities in functioning order
- Protecting infrastructure from damage
- Protecting mental health

- Reducing legal liability of government and public officials

## 1.2 State Mitigation Plan Overview

FEMA currently has three mitigation grant programs that are administered by the State of Minnesota: the Hazard Mitigation Grant Program (HMGP), the Pre-Disaster Mitigation program (PDM), and the Flood Mitigation Assistance (FMA) program. The HMGP, PDM and FMA are administered through the Department of Public Safety, Division of Homeland Security and Emergency Management.

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## SECTION 2 – PUBLIC PLANNING PROCESS

### 2.1 Steering Committee Information

The Aitkin County Multi-Hazard Mitigation Plan steering committee is headed by the Aitkin County Emergency Management Director, who is the primary point of contact. University of Minnesota Duluth staff under contract with Aitkin County includes Stacey Stark (GAC Director) and Steve Graham (GAC Research Analyst). UMD GAC also collaborated with the Arrowhead Regional Development Commission (ARDC) to update this plan. Members of the Aitkin County MHMP steering committee include representatives from the public, private, and governmental sectors. Table 1 identifies steering committee individuals and the organizations they represent.

Table 1. Multi-Hazard Mitigation Plan Steering Committee 2014

Organization	Title	Name
Aitkin County Sheriff's Office	Emergency Management Director/ Sheriff	Scott Turner
Aitkin County Sheriff's Office	Program Coordinator	Karla White
Aitkin County GIS	Coordinator	Dan Haasken
Aitkin County Highway Dept.	County Engineer	John Welle
Aitkin County Planning & Zoning	Environmental Services Director	Terry Neff
Aitkin County Public Health	Public Health Educator	Stacey Durgin
Aitkin County Maintenance	Maintenance Supervisor	Bill Thompson
City of Aitkin	Mayor	Gary Tibbitts
City of Aitkin	Clerk	Kathy Brophy
City of Aitkin Public Utilities	Manager	Dave Cuff
City of Aitkin Street Dept.	Street Commissioner	Bob Nicko
Hill Qty	Mayor	Larry Baker
Hill Qty	Clerk	Diana Gillson
Hill Qty Public Works	Head of Maintenance / Public Works	George Casper
McGrath	Mayor	Cory Eken
McGrath	Clerk	Dawn Clark
McGregor	Mayor	Jerry Farley
McGregor	Clerk	Judy Drilli
McGregor Public Works		Larry Paukert
Palisade	Mayor	Charles Carlson
Palisade	Clerk	Gaylene Spolarich
Tamarack	Mayor	Robert Johnson
Tamarack	Clerk	Stephanie Meld
Tamarack Emergency Planning Team		Ellen Cyrus
Aitkin Fire Department / MN DNR Forestry	Fire Chief / DNR Incident Command Team Leader	Brian Fzarek
Jacobson Fire Department	Chief	Dale Thompson

Organization	Title	Name
Hill Qty Fire Department	Fire Chief	Jeremy Nelson
McGrath Fire Department		Bob Dresser
McGregor Fire Department	Fire Chief	James Carr
Palisade Fire Department	Fire Chief	Bruce Robinson
Aitkin Public Schools ISD1	Superintendent	Bernie Novak
Hill Qty Schools ISD2	Superintendent / Principal	Dean Yocum
McGregor Area Schools ISD4	Superintendent / Elementary Principal	Paul Grams
Rice Lake National Wildlife Refuge	Manager	Walt Ford
Savanna Portage State Park	Park Manager	Sandi Weller
U.S Army Corps of Engineers	Northern Headwaters Section Supervisor	Jeff Steere
East Central Energy	Loss Control / Emergency Preparedness Administrator	Jan Lahtonen
Lake Country Power		
Mille Lacs Energy Cooperative	Operations Manager	Steve Meld
American Red Cross	Disaster Program Manager- Northern Minnesota Region	Tony Guerra
Mille Lacs Band	Emergency Management Coordinator	Monte Fronk
Riverwood Healthcare Center	Emergency Department Manager	Tony Sundholm
Aitkin County Soil and Water Conservation District	District Manager	Steve Hughes

Jurisdictional representatives participating on the steering committee were contacted throughout the plan update process to provide feedback on the hazards of concern to their community and the mitigation actions which they would seek to implement upon plan adoption. The list of final mitigation actions was divided into jurisdiction-specific mitigation action charts so that each could see and address those actions that applied specifically to their cities (see Appendix G: Mitigation Actions by Jurisdiction).

## 2.2 Review of Existing Plans

Aitkin County and its local communities utilized a variety of planning documents to direct identification of mitigation strategies and local preparedness. Section 4.4 details the review of plans and programs in place as related to each natural hazard facing Aitkin County; in addition, program gaps and deficiencies were reviewed and documented. This review of information was used to inform the identification of hazards, mitigation strategies and actions. Table 2 highlights additional planning documents that were used in this plan.



Table 2. Planning Documents used for MHMP Planning Process

Author(s)	Year	Title	Description	Where Used
Aitkin County	2009	Aitkin County Comprehensive Local Water Management Plan	Aitkin County Comprehensive Local Water Management Plan update.	Sections 3, 5.1.1
Aitkin County	2013	Threat and Hazard Identification Risk Analysis (THIRA)	Guide for reviewing the identification and ranking of hazards which face Aitkin County.	Section 4
Minnesota Division of Homeland Security and Emergency Management	2014	Minnesota All-Hazard Mitigation Plan Update	Statewide hazard mitigation plan.	Section 5.2

This plan draws on a variety of guidance documents and data sources including the State of Minnesota and Homeland Security Emergency Management Critical Infrastructure Strategy for the State of Minnesota (2010), FEMA's Local Mitigation Planning How-to Guide Integrating Manmade Hazards into Mitigation Planning (2003), and the State of Minnesota Multi Hazards Identification Risk Assessment.

### 2.3 Planning Process Timeline and Steps

In order to update the 2005 Aitkin County Hazard Mitigation Plan, UMD consultants worked in coordination with the Aitkin County Emergency Management Director, State of Minnesota Hazard Mitigation officials, ARDC and members of the steering committee. The goals of the updating process were to include more recent data documenting the critical infrastructure and hazards faced by Aitkin County, reformat and reorganize the plan to reflect definitions of hazards as expressed in the 2008 State of Minnesota Multi-Hazard Identification and Risk Assessment Plan, and reflect current hazard mitigation priorities in Aitkin County. Therefore, the new plan includes not only new data documenting the types of hazards faced by county residents and emergency planning officials, but also new thinking about how to best address these hazards.

This is a multi-jurisdictional plan that covers Aitkin County, its school jurisdictions, and the cities of Aitkin, McGrath, Hill City, Palisade, Tamarack, and McGregor. The Aitkin County risks and mitigation activities identified in this plan also incorporate the concerns and needs of townships and other entities participating in this plan.

Two in-person meetings took place with the Aitkin County Steering Committee. The first meeting was held on September 24, 2013 at the McGregor Community Center in McGregor and served as an introductory kick-off to the plan update. The steering committee was provided with an overview of the purpose, process and timeline for the Aitkin County Multi-Hazard Mitigation Plan update, as well as the role and responsibilities of steering committee members. The second meeting was held on March 20, 2014 at same location. During this meeting the steering committee was provided with an overview of the draft plan's progress, and they discussed the hazards facing Aitkin County and the development of

new mitigation actions to include in the plan. Appendix E provides documentation of steering committee meeting summaries, including participant sign-in sheets and presentation slides.

Between the first and second meetings, steering committee members were also engaged in providing feedback on plans and programs in place or program gaps or deficiencies as they relate to hazards facing the county. This information was used to inform the development of mitigation strategies in the updated plan.

Hazards addressed in the plan were prioritized according to the Calculated Priority Risk Index (CPRI) used in the 2013 THIRA, and additional discussion to rank natural hazards in high, moderate and low risk categories. New hazard mitigation actions were discussed for inclusion in the plan. For more information about hazard identification, see sections 4.1.1-4.1.3, and for the mitigation action planning process see sections 5 and 6.

Public input was sought through meetings and direct conversations (see Appendix F: Public Meeting Notices and Meeting Notes). Two public comment meetings were held in Aitkin County, described in Table 3. These meetings were facilitated by UMD consultants and ARDC, and attended by the Aitkin County Emergency Management Director (See Appendix F). Meetings were publicized using a news release sent to the Brainerd Dispatch, KKN radio, the News Hopper and the Bargain Hunter; and distribution of an informational meeting flyer to the jurisdictions participating in the MHMP for electronic distribution or posting at key locations within their communities. The flyer was also posted on the Aitkin County Sheriff's Office Facebook page and on the Aitkin County website. A project website (<http://www.arrowheadplanning.org/default.asp?PageID=1111>) was provided for the public to access draft documents for review and comment. At these meetings members of the public learned about the hazard mitigation process, received an update on the pace of updating the 2005 plan, and discussed new mitigation actions that could be added to the 2014 plan. Meeting attendees were provided with an evaluation and comment form to turn in after the meeting. The draft plan was revised to include public feedback on mitigation actions following these meetings.

Table 3. Aitkin County Hazard Mitigation Update Meetings

Meeting Type	Date	Location
Steering Committee	9/24/2013	McGregor Community Center
Steering Committee	3/20/2014	McGregor Community Center
Public Meeting	6/17/2014, 3:00 pm	Palisade Community Center
Public Meeting	6/17/2014, 6:30 pm	Aitkin County Sheriff's Office

At the close of these meetings, UMD and ARDC consultants worked with the Aitkin County Emergency Management Director and members of the steering committee to incorporate comments from the public hearings into the overall hazard mitigation plan.

## SECTION 3 – AITKIN COUNTY PROFILE

This section offers a general overview of Aitkin County to provide a basic understanding of the characteristics of the community, such as the physical environment, population, and the location and distribution of services.

### 3.1 General County Description

Aitkin County is located in north-central Minnesota, approximately 100 miles north of the Minneapolis/ St. Paul metropolitan area and 60 miles west of the Duluth/ Superior region. According to 2010 U.S. Census data, the county covers 1,995 square miles (1,276,800 acres) and the county's estimated population in 2010 was 16,202. Aitkin is the county seat and the largest city in the county. Part of the Mille Lacs Indian Reservation is also located in the county.

The 6 cities in Aitkin County are Aitkin (2,165), McGrath (80), Hill City (633), Palisade (167), Tamarack (94), and McGregor (391). The County has 55 full or fractional townships, with 41 being organized and 14 unorganized. Between 2000 and 2010 the county saw a population growth of 6%.

Aitkin County is richly endowed with lakes, rivers, and streams. Much of the northern part of the county is state forest land, in addition to Savanna Portage State Park, home to the historic Savanna Portage, and Grayling State Wildlife Management Area (WMA). The Mille Lacs lake in the southwestern corner of the county is one of the largest lakes in Minnesota, covering over 128,000 acres. State and local government, construction, and services are the largest industries within Aitkin County. The County is connected to the extensive state highway system and the county has three general aviation airports, one in Aitkin (Aitkin Municipal Airport-Steve Kurtz Field), one in McGregor (Isædor Iverson Field), and one in Hill City (Hill City-Quadna Mountain Airport).

### 3.2 Environmental Characteristics

Aitkin County has a variety of surface landforms that are the result of past glacial activities. The glacial lakes of Upham and Aitkin, which once covered most of the area, influence the topography of the Mississippi River corridor. The landscape is flat and the streams meander through glacial material. The shrub swamp is a distinctive vegetative community with speckled alder, willows, bog birch, and pussy willow shrubs growing 10 to 15 feet tall. Ferns, tall asters, sedges, and wildflowers grow beneath these dense thickets. Agriculture has been a significant land use in the past and many parcels are held in large acreage.

The topography of Aitkin County is the result of glacial activity that occurred over 10,000 years ago. The county has land varying from flat to hilly. This varied topography is due to glacial deposition that formed moraines and left outwash sediments. At one time, there were large lakes covering portions of the county. This glacial activity is important to recognize because it created the landscape, soil types, and watersheds, and therefore affects the county's development patterns.

Aitkin County has a wide variety of soil types, all of which are acidic. Most of them have reddish brown subsoil and a foundation from glacial drift. Approximately 48% of the county consists of nearly level soils. Organic soils make up 50% of these soils, or encompass about 25% of the county.

Most of the terrain in Aitkin County is used for woodland recreation and wildlife habitat. Not much of the soil is used for farming due to short, cool growing seasons that limit the types of crops suitable for the area.

### 3.3 Hydrography

Water resources within Aitkin County are important to the community because they provide recreational and aesthetic value, as well as enhanced economic opportunity. Important water resources include surface and ground water from aquifers, watersheds, lakes, rivers, and wetlands, providing water for riparian habitats, fish, wildlife, households, livestock, recreation, and aesthetic and industrial uses. Aquifers are supplemented by an average precipitation of 28 inches annually in Aitkin County and flows into three major drainage basins, which are the Great Lakes Basin, the Upper Mississippi River Basin, and the St. Croix River Basin. The county contains 6 major watersheds, including the Mississippi River – Headwaters, St. Louis River, Mississippi River – Brainerd, Rum River, Kettle River, and Shake River watersheds.

The Mississippi River, flowing south into Aitkin County, enters a flat and forested plain, which makes up the bed of glacial Lake Aitkin. The river is deep, slow and sinuous in this stretch, with many oxbows forming islands surrounded by slack water.

#### 3.3.1 Groundwater

The primary water sources within Aitkin County are from sand plain shallow aquifers. Approximately half of the wells in Aitkin County use sand and gravel aquifers found at depths less than 100 feet, generally situated in the sand plain area. Approximately one-quarter of the wells are in sand and gravel aquifers at depths greater than 100 feet. The remaining wells draw water from bedrock aquifers.

The location and the character of the Onanegozie's Sand Plain Aquifers have the greatest effect on water resources in the County.

#### 3.3.2 Lakes

According to the Minnesota DNR, there are 443 lakes over 2 acres in size in the county, the largest of which is Mille Lacs, (64,895 of its 128,223 acres are in Aitkin County). These lakes cover 112,664 of the county's 1,276,800 acres (8.8%).

Impaired waters are an increasing problem as Aitkin County has many lakes, creeks and rivers that are on the Minnesota Pollution Control Agency Impaired Waters lists, including the Mississippi and Moose Rivers, Mille Lacs, Big Sandy Lake, and Minnewawa Lake (Minnesota Pollution Control Agency). Impaired waters have become a priority issue because they do not meet state water quality standards, they affect growth and health of communities and economies, and the Clean Water Act has a mandate requiring every state to address impairments.

Residents of Aitkin County rely heavily on the quality of water resources in the form of lakes, rivers, wetlands, and other water resources, both for the tourism industry and quality of life. Surface water has become especially important due to the increase in development on those water resources. The county also has an unknown number of abandoned and improperly sealed wells. The effects of abandoned wells could be substantial in terms of the contamination of water resources.

### 3.3.3 Rivers

Rivers and streams in Aitkin County combine to create a broad spectrum of recreational opportunities, natural habitats, and scenic views. The abundance of lakes and rivers in the county is a benefit from repeated glaciations. Melting ice created great rivers that carved valleys now occupied by smaller streams. The present-day drainage of surface water in Aitkin County is accomplished by several rivers (notably the Mississippi, Snake, Willow, Rice, Sandy, Swan, and Prairie Rivers) and many smaller creeks, brooks and ditches (Aitkin County).

The Upper Mississippi River Drainage includes nearly two-thirds of Aitkin County. Its major tributaries are the Sandy, Willow, Rice and Prairie Rivers. Floods are unusual in areas of swamp and interrupted drainage patterns, but the low areas of the county, especially near Aitkin, have experienced periodic flooding of up to 30,000 acres. In 1951, a Federal Flood Control Project made possible the construction of a 6-mile bypass channel to divert high waters around the city of Aitkin. This project was completed in 1957. A dike, 7,500 feet long, was constructed in 1969 around the northern part of the city of Aitkin. Since the completion of the bypass channel and the dike, flood frequency and severity in and near the city of Aitkin have been greatly reduced (Aitkin County). This dike is an unmaintained structure that does not meet current standards. Its reliability during periods of flooding is unknown.

### 3.3.4 Wetlands

Wetlands mapped by the National Wetlands Inventory cover 545,063 acres (851 square miles) in Aitkin County. Wetlands are one of the most efficient natural water filters, as wetland plants and soils clean the water before it goes into groundwater or rivers. After being slowed by a wetland, water moves around plants allowing suspended sediments to drop out and settle on the wetland floor. Plant roots and microorganisms in the soil often absorb nutrients from fertilizer application, manure, leaking septic systems, and municipal sewage. Wetlands also serve as a storage area for excess water during times of flooding.

Wetlands in Aitkin County consist of 6 types, including wet meadow, shallow marsh, deep marsh, shrub swamp, wooded swamp and bogs.

Exotic plants such as Eurasian watermilfoil and purple loosestrife have invaded many wetlands in Minnesota. The Minnesota DNR has documented both of these invasive species within Aitkin County. These plants can take over entire native communities and can threaten native wetland ecosystems.

## 3.4 Climate

The climate of Aitkin County is classified as a continental climate regime characterized by wide variations in temperature. Temperatures can range from 100° F in the summer to -47° F in the winter.

The western portion of Aitkin County averages 28 inches of precipitation annually, while the eastern portion averages 30 inches annually. The median seasonal snowfall is 45 inches in the western portion of the county and 50 inches in the eastern portion. Aitkin County averages approximately 115 days each year with snow cover, or about 31.5% of the year. The average date of the last frost in the spring in Aitkin County is May 19 with the first fall frost occurring on September 23.

### 3.5 Demographics

Aitkin is the largest city in Aitkin County and the designated county seat. Within the county there are 6 cities and 55 full or fractional townships, with 41 being organized and 14 unorganized. Part of Districts II and Ila of the Mille Lacs Indian Reservation are also located within the county. The reservation's total population in 2010 was 4,907. According to the 2012 Mille Lacs Reservation All-Hazard Mitigation Plan, the combined population of districts II and Ila was 325. Table 4 summarizes population by community according to the 2010 U.S. Census.

Figure 1 shows Aitkin County population density by census block.

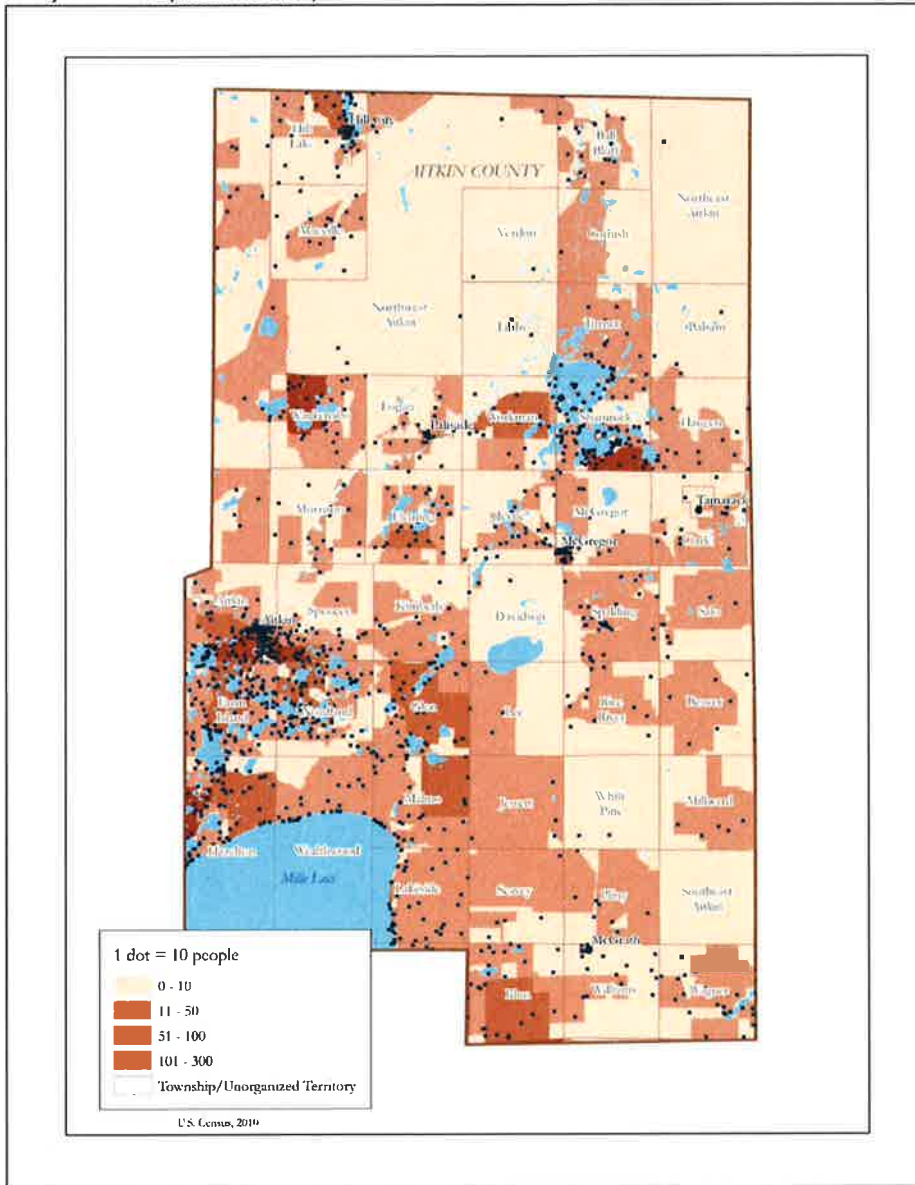
Table 4. Aitkin County Population by Community

Community	2010 Population	% of County
Aitkin	2,165	13.4%
Hill Cty	633	4.0%
McGrath	80	0.5%
McGregor	391	2.4%
Palisade	167	1.0%
Tamarack	94	0.6%
Aitkin Township	856	5.3%
Ball Bluff Township	278	1.7%
Balsam Township	42	0.3%
Beaver Township	53	0.3%
Clark Township	169	1.0%
Cornish Township	28	0.2%
Davidson Unorganized Territory	42	0.3%
Farm Island Township	1,099	6.8%
Fleming Township	312	1.9%
Gen Township	450	2.8%
Haugen Township	178	1.1%
Hazelton Township	844	5.2%
Hill Lake Township	430	2.7%
Idun Township	259	1.6%
Jevne Township	322	2.0%
Jewett Unorganized Territory	47	0.3%
Kimberly Township	195	1.2%
Lakeside Township	463	2.9%

Community	2010 Population	% of County
Lee Township	50	0.3%
Libby Township	45	0.3%
Logan Township	184	1.1%
McGregor Township	105	0.6%
Macville Township	206	1.3%
Malmö Township	337	2.0%
Millward Township	72	0.4%
Morrison Township	200	1.2%
Nordland Township	972	6.0%
Northeast Aitkin Unorganized Territory (Includes contiguous unorganized townships in the northeast part of Aitkin County)	11	0.1%
Northwest Aitkin Unorganized Territory (Includes contiguous unorganized townships in the northwest part of Aitkin County)	342	2.1%
Piny Township	109	0.7%
Rice River Township	136	0.8%
Salo Township	102	0.6%
Seavey Township	61	0.4%
Shamrock Township	1,272	7.9%
Spalding Township	329	2.0%
Spencer Township	518	3.2%
Turner Township	208	1.3%
Verdon Township	45	0.3%
Wagner Township	332	2.0%
Waukenabo Township	316	2.0%
Wealthwood Township	268	1.7%
White Pine Township	34	0.2%
Williams Township	144	0.9%
Workman Township	207	1.3%
Total:	16,202	

Source: U.S. Census, 2013

Figure 1. Aitkin County Population, 2010 (Note dots are randomly distributed within census blocks to reflect density and do not represent residences)





Population growth trends have an important influence on the needs and demands of a variety of services such as transportation, law enforcement, and emergency response. An understanding of population trends and location of population concentrations is important for making projections regarding potential impacts in the event of a disaster.

In 2010, Aitkin County had a population of 16,202 residents, averaging 9 persons per square mile. Aitkin, the largest city in the county and the county seat, had a population of 2,165.

Aitkin County's population increased 23% between 1990 and 2000, and then grew only 5% from 2000 to 2010. The county's population has fluctuated substantially during the past 70 years, decreasing 36% between 1940 and 1970. While the population has slowly been increasing again, 2010 levels remain below those of 1940. Table 5 below shows the population change in Aitkin County between 1940 and 2010.

Table 5. Aitkin County Population Change (1940-2010)

1940	1950	1960	1970	1980	1990	2000	2010	Change 1940-2010	Change 2000-2010
17,865	14,327	12,162	11,403	13,404	12,425	15,301	16,202	-9%	+6%

Source: U.S. Census Bureau, 2013

Aitkin County's population is projected to decline by 14% between 2015 and 2045. Table 6 below shows population projections for Aitkin County until 2045.

Table 6. Aitkin County Population Projections (2015-2045)

2015	2020	2025	2030	2035	2040	2045	Projected Change 2015-2045
17,460	17,488	17,086	16,477	15,809	15,327	15,076	-14%

Source: Minnesota State Demographic Center, 2014

### 3.6 Economy

In 2012 Aitkin County was dominated by the Education and Health Services industry, with 28% of jobs in the county, and Trade, Transportation & Utilities, with another 26% of jobs. The third largest industry in the county is Leisure and Hospitality, with 14%. Major industrial companies in Aitkin County include Aitkin Iron Works and FLOE International. Other major employers are the county, public schools, and health care centers (Aitkin County Housing Authority).

According to the Minnesota Department of Employment and Economic Development, the number of jobs in the county rose by 2.5% between 2000 and 2012. Table 7 provides an overview of the annual average employment by major industry sector in Aitkin County.

Table 7. Annual Average Employment by Major Industry Sector, Aitkin County

Industry	Number of Jobs/ Percent of Total (2000)	Number of Jobs/ Percent of Total (2012)
Construction	N/A	159/4%
Manufacturing	532/15%	260/7%
Trade, Transportation, Utilities	896/25%	952/26%
Information	62/2%	62/2%
Financial Activities	112/3%	116/3%
Professional and Business Services	165/5%	112/3%
Education and Health Services	836/24%	1,030/28%
Leisure and Hospitality	450/13%	510/14%
Public Administration	355/10%	298/8%
Other Services	125/4%	122/3%
Total Number of Jobs:	3,533	3,621

Source: Minnesota Dept. of Employment and Economic Development

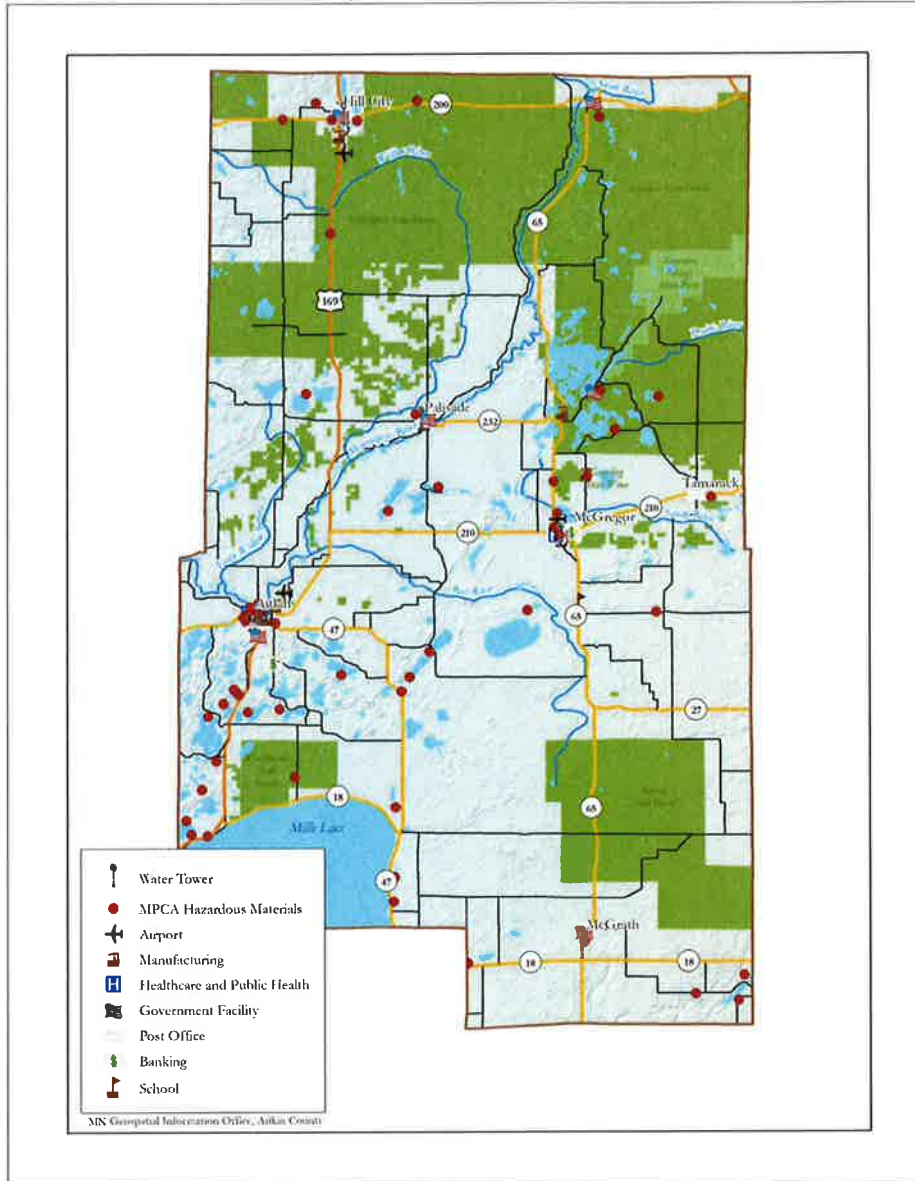
The 2011 median household income was \$41,301 in the county, compared to a Minnesota average of \$56,954. The median household income in Aitkin County increased over 32% from 2000 to 2011. The percent of the county's population living below the poverty level in 2011 was 12.2%, compared to 11.9% for the state of Minnesota.

The Minnesota Department of Employment and Economic Development reported that 78% of the workforce in Aitkin County was employed in the private sector in 2012.

### 3.7 Aitkin County Community Services & Infrastructure

The following section provides an overview on community services and infrastructure within Aitkin County. Examples of community services include healthcare and public safety, while examples of community infrastructure include power utilities, water and sewer facilities, and the transportation network. Figure 2 below shows critical facilities in the county, and a table of all critical facilities can be found in Appendix B.

Figure 2. Critical Facilities in Atkin County



### 3.7.1 Health Care Providers

There is only one hospital located in Aitkin County. The Riverwood Healthcare Center is a 24-bed critical access hospital with primary care clinics in Aitkin, McGregor and Garrison.

Ambulance services are available in the cities of Aitkin and McGregor. If needed, other ambulances come from outside of the county.

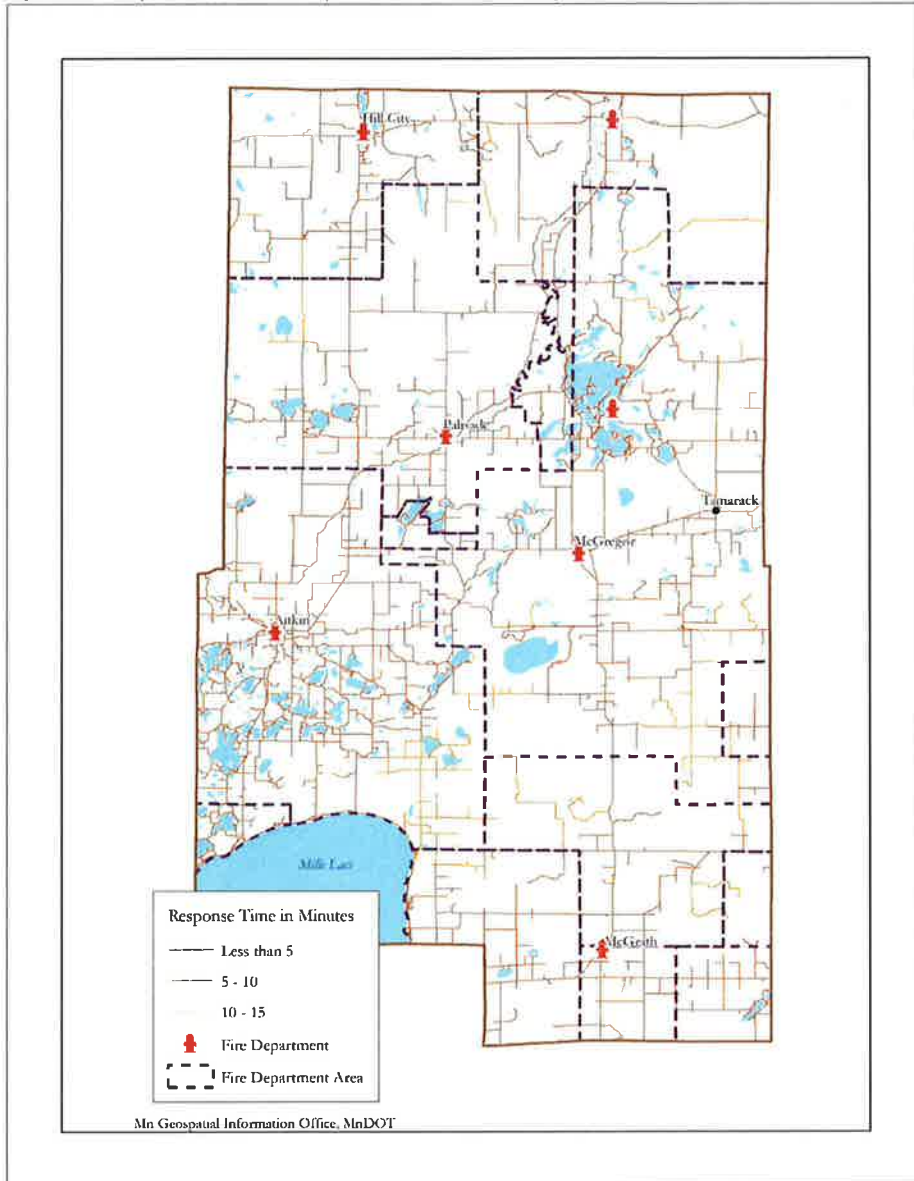
Figure A – 16 in Appendix A depicts health services within Aitkin County.

### 3.7.2 Public Safety Providers/ Government Services

The Aitkin County Sheriff's Department in the city of Aitkin provides services to the entire county. The sheriff is the chief law enforcement officer in the county. The following cities in Aitkin County have police departments: Aitkin, McGregor, and Hill City. Figure A – 4 in Appendix A depicts government and emergency facilities, which includes city halls, fire departments, police departments, sheriff's department, and the Aitkin County Courthouse.

Figure 3 shows fire departments and fire response times in Aitkin County. These drive times were created using ArcGIS Network Analyst and MnDOT road data. Speed limits from the MnDOT highway speed limit database were used when available; all other roads were calculated using either 35 or 55 MPH speed limits, per MnDOT's recommendation. According to this model, all areas of the county are within 15 minutes of a fire department, and nearly all areas are within 10 minutes of a fire department. Only 2 short road segments southwest of Hill City are in the 10-15 minute range.

Figure 3. Fire Departments and Fire Response Times in Aitkin County



### 3.7.3 Utilities/ Communications

There are 4 electrical power companies located within Aitkin County: Mille Lacs Energy Cooperative, Lake Country Power, and East Central Energy, and Aitkin Public Utilities. Figure A – 5 in Appendix A depicts Aitkin County utilities including power substations, electric transmission lines, and FM/AM radio towers.

There are several propane companies serving Aitkin County: Lakes Gas, Amerigas, Cap Propane Plus, CAP-TRICO, Federated Co-op, Federated Propane, Isle Co-op Oil, Northwest Gas, and Suburban Propane.

Fuel oil companies serving the county include: CAP-TRICO, Cummings Oil, Finlayson Co-op, Isle Co-op, Norbon Oil, Palisade Co-op Oil, Sturgeon Lake Oil, and West Range Oil.

Established in 2004, the Allied Radio Matrix for Emergency Response (ARMER) Program, administered in coordination with the Minnesota Statewide Radio Board, manages the implementation of a 700/800 megahertz (MHz) shared digital trunked radio communication system. In Aitkin County, there are 7 ARMER towers. Figure A – 6 shows the ARMER tower locations.

There are 3 types of wastewater treatment systems in Aitkin County, including public sewer systems operated by municipalities and sanitary districts, community systems operated by homeowner associations, and individual sewage treatment systems.

Water service in Aitkin County is provided by municipalities, water districts, private water associations, and individual wells.

### 3.7.4 Transportation

The county transportation system is composed of roads, highways, airports, public transit, railroads and trails, designed to serve all residents, businesses, industries and tourists.

Eight highways administered by the Minnesota Department of Transportation (Mn/DOT) serve Aitkin County. These highways include U.S. Highways and State Trunk Highways, which are the most heavily used in the county. In total, there are 3,462 miles of roadway in Aitkin County.

There are 41 bridges on county, township and city roads. All county bridges are the responsibility of the County Engineer at the Aitkin County Highway Department. The bridges are inspected on a rotating basis depending upon the type of structure.

There is one main railroad company operating within Aitkin County. This is the Burlington Northern-Santa Fe (BNSF) Railroad. The largest volumes of goods transported on this railroad are raw materials such as coal to be shipped via the Duluth/Superior Port. The BNSF railroad company is a nationally operated railroad company that serves a variety of industrial and commercial customers. BSNF operates two main lines in northeast Minnesota, including the 39.31 miles of track in Aitkin County.

Three airports in the county provide air service. The Aitkin Municipal Airport (Steve Kurtz Field) is a public-use airport 2 miles northeast of the city of Aitkin, with Aitkin County having two-thirds ownership

and the City of Aitkin one-third ownership. Situated at an elevation of 1,206 feet, the airport has 2 runways: one asphalt (4,018' long) and one turf (3,335' long). The McGregor Isedor Iverson Airport is owned by the city of McGregor, located at an elevation of 1,228 feet, just north of town. One asphalt runway is extant (3,400' long). The Hill City-Quadna Mountain Airport lies south of Hill City at an elevation of 1,289 feet. Owned by the city, the airport has one turf runway (2,850').

Arrowhead Transit provides the major public transit services in Aitkin County. It is a rural public transit system providing coordinated public transit service to the residents within the eight-county arrowhead region of northeastern Minnesota. The Arrowhead Economic Opportunity Agency (AEOA), a private non-profit agency, operates the transit system. The transit system provides scheduled, dial-a-ride, and rural rides.

### 3.8 Land Use and Ownership

Aitkin County has a total of 1,276,800 acres, of which 111,123 (9%) are covered by water. According to the Aitkin County Environmental Services Director there are 727,500 acres of wetlands in Aitkin County.

The 2012 U.S. Census of Agriculture reports that 471 farms exist in the county, covering 122,591 acres. Of this farming land, 50% is cropland, 26% is woodland, 14% is pasture, and 9% is classified as "other uses." The number of farms in the county decreased by 12% between 2007 and 2012, while the acres farmed decreased by 8% (Census of Agriculture, 2012).

Land ownership categories from the 2008 GAP analysis are shown in Figure A – 9 (Appendix A). Land cover is also mapped in Figure A – 8.

### 3.9 Recreation Areas/ Facilities

Aitkin County is home to Savanna Portage State Park, home to the historic Savanna Portage which connects the Mississippi River and Lake Superior watersheds. The park is over 15,000 acres in area, and has 61 campsites, 7 backpack sites, 2 cabins, 1 group camp, a beach and picnic shelter and 4 fishing lakes.

On the northwestern edge of Big Sandy Lake is the Sandy Lake Recreation Area, north of McGregor. An Army Corps campground is located there.

There are many campground facilities throughout the county, including the county campgrounds of Aitkin Campground, Berglund Campground, Jacobson Campground, and the Snake River Campground; and two private campgrounds on Big Sandy Lake: Eagle Point and Fisherman's Bay. In addition, there are numerous resorts around Big Sandy Lake and Lake Minnewawa including Eagle Point, Big Sandy Lodge, Aitkin Lake and Hillcrest.

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## SECTION 4 – RISK ASSESSMENT

The goal of mitigation is to reduce the future impacts of a hazard including loss of life, property damage, disruption to local and regional economies, and the expenditure of public and private funds for recovery. Sound mitigation practices must be based on sound risk assessment. A risk assessment involves quantifying the potential loss resulting from a disaster by assessing the vulnerability of buildings, infrastructure, and people.

Basing risk assessments on the best information available is important in developing effective mitigation actions that benefit communities. Geographic Information System (GIS) tools are not only helpful in producing maps, but they also show structures at risk and may determine damage estimates for potential hazard scenarios. MN Homeland Security and Emergency Management (HSEM) mitigation staff encourages the use of GIS tools in risk assessments because they produce good information to be used in the risk assessment process. In recognition of the importance of planning in mitigation activities, FEMA created Hazards USA Multi-Hazard (HazuS-MH), a powerful GIS-based disaster risk assessment tool. This tool enables communities to predict estimated losses from floods, hurricanes and other related phenomena and to measure the impact of various mitigation practices that might help reduce those losses. HazuS-MH was used by UMD Geospatial Analysis Center (GAC) staff in the hazard risk assessment wherever applicable.

This assessment identifies the characteristics and potential consequences of a disaster, how much of the community could be affected by a disaster, and the impact on community assets. A risk assessment consists of three components—hazard identification, risk profile, and vulnerability profile. The last step is the risk ranking for each jurisdiction.

### 4.1 Hazard Identification/ Profile

#### 4.1.1 Hazard Identification

The cornerstone of the risk assessment is identification of hazards that affect jurisdictions. To facilitate the planning process, several sources were employed to ensure that natural hazards are identified prior to assessment.

The county maintenance of the plan includes continual updates of the hazards identified in the initial plan. The steering committee decided to compare the hazards in the initial plan to current publications to determine if new hazards should be considered or if some should be deleted.

Natural hazards are identified in the FEMA publication "Multi-Hazard Identification and Risk Assessment – A Cornerstone of the National Mitigation Strategy" also known as MHIRA. FEMA Region V developed a list based on state mitigation plans in the region. The list was divided into natural (Table 8) and other hazards (Table 9) as was done in the 2014 Minnesota State Hazard Mitigation Plan.

Table 8. FEMA MHIRA Natural Hazards in the 2014 Minnesota State Hazard Mitigation Plan

Flooding	Hail	Drought
Dam/Levee Failure	Lightning	Extreme Heat
Wildfire*	Winter Storms	Extreme Cold
Windstorms	Erosion	Earthquakes
Tornadoes	Land Subsidence (Sinkholes & Karst)	

\* Addressed in the State Mitigation Plan because Minnesota is a heavily forested state compared to other states in Region V.

For the purpose of this plan, FEMA defines other hazards or human-induced as technological hazards and terrorism. These are distinct from natural hazards primarily in that they originate from human activity. In contrast, while the risks presented by natural hazards may be increased or decreased as a result of human activity, they are not inherently human-induced. The term "technological hazards" refers to the origins of incidents that can arise from human activities such as the manufacture, transportation, storage, and use of hazardous materials. For the sake of simplicity, this guide assumes that technological emergencies are accidental and that their consequences are unintended. The term "terrorism" refers to intentional, criminal, and malicious acts. There is no single, universally accepted definition of terrorism, and it can be interpreted in many ways. For the purposes of this plan, FEMA refers to "terrorism" as the use of Weapons of Mass Destruction (WMD), including biological, chemical, nuclear, and radiological weapons; arson, incendiary, explosive, and armed attacks; industrial sabotage and intentional hazardous materials releases; and "cyber terrorism."

Table 9. FEMA MHIRA Other Hazards in the 2014 Minnesota State Hazard Mitigation Plan

Terrorism	Nuclear Generating Plant Incidents	Ground and Surface Water Supply Contamination*
Infectious Disease Outbreak	Hazardous Materials Incidents	
Fires (Structures and Vehicles)	Transportation Incidents	

\* Addressed in the State Hazard Mitigation Plan because Minnesota has made a high investment in its prized resource, water.

#### 4.1.2 Vulnerability Assessment by Jurisdiction

The steering committee met multiple times to review and update the hazards faced by residents of Aitkin County, update the existing mitigation actions published in the 2005 Hazard Mitigation Plan, and propose new mitigation actions.

To engage in this process the committee drew on a number of data sources. First, the committee examined the hazards identified in the 2005 Aitkin County Hazard Mitigation Plan (Table 10). These hazards were discussed and adjusted to reflect the definitions of natural hazards used in the State of Minnesota 2014 Multi-Hazard Identification and Risk Assessment list of natural hazards (Table 8). This was done in order to assure that the risks faced by Aitkin County were categorized the same way as the priority hazards established by the State of Minnesota.

Table 10. Hazards identified in the 2005 Aitkin County Multi-Hazard Mitigation Plan

Natural Hazards	Man-made Hazards
Violent Winter Storms	Fire
Violent Summer Storms	Hazardous Materials
Extreme Temperatures	Water Supply Contamination
Flooding	Wastewater Treatment System Failure
Drought	Dam Failure
Wildfire	Terrorism
Infectious Diseases	
Solar Storms	

While the MHMP mainly deals with natural hazards, this planning took place with the understanding that many non-natural hazards could occur as a result of natural disasters (i.e. disruption in electrical service due to freezing rain causing problems for both utility corporations and vulnerable populations dependent on electricity for heat).

Based on the committee’s comparison of these two sets of hazards, the committee developed a list of hazards faced by Aitkin County to address in the 2014 plan update (Table 11). The steering committee decided that this plan will focus solely on natural hazards because there are other county plans in place which serve as the primary planning documents to address non-natural hazards. The County’s Emergency Operations Plan addresses all hazards, and fire departments and Aitkin County Public Health respond to non-natural hazards with more specific plans. Dam failure is not addressed in this plan because the steering committee feels it is well-addressed in dam operator Emergency Operations Plans.

Table 11. Hazards Faced by Aitkin County using definitions from FEMA MHIRA

Natural Hazards		
Severe Winter Storms	Tornadoes	Drought
Thunderstorms	Extreme Cold	Flash Flood
Lightning	Extreme Heat	Riverine Flood
Hailstorms	Windstorms	Wildfire

\* In this plan, Thunderstorms, Lightning, Hailstorms, Windstorms and Tornadoes are grouped under " Severe Summer Storms"; and Flash Flood and Riverine Flood are grouped together.

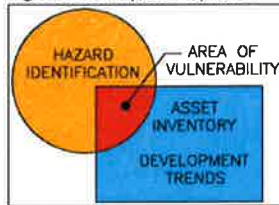
The natural hazards addressed in the 2012 Mille Lacs Reservation All-Hazard Mitigation Plan include wildfire, flooding, violent storms, extreme temperatures, drought, dam failure, earthquakes, sinkholes and land subsidence, landslides, and solar storms and flares.

The committee drew on the natural hazards as ranked in the 2013 Aitkin County Threat and Hazard Identification Risk Assessment (THIRA) to prioritize each of the natural hazards for inclusion in the plan. The THIRA ranked hazards are based on a Calculated Priority Risk Index, or CPRI. The methodology of the CPRI is outlined below.

### 4.1.3 Calculated Priority Risk Index

The vulnerability assessment builds upon the previously developed hazard information by identifying the community assets and development trends and intersecting them with the hazard profiles to assess the potential amount of damage that could be caused by each hazard event. This concept is generally illustrated in Figure 4. A summary of Calculated Priority Risk Index (CPRI) Categories and Risk Levels is shown in Table 12.

Figure 4. Conceptual Depiction of a Vulnerability Analysis



Definitions of CPRI Categories in Table 12

**Probability** – a guide to predict how often a random event will occur. Annual probabilities are expressed between 0.001 or less (low) up to 1 (high). An annual probability of 1 predicts that a natural hazard will occur at least once per year.

**Magnitude/Severity** – indicates the impact to a community through potential fatalities, injuries, property losses, and/or losses of services. The vulnerability assessment gives information that is helpful in making this determination for each community.

**Warning Time** – plays a factor in the ability to prepare for a potential disaster and to warn the public. The assumption is that more warning time allows for more emergency preparations and public information.

**Duration** – relates to the span of time local, state, and/or federal assistance will be necessary to prepare, respond, and recover from a potential disaster event.

Table 12. Summary of Calculated Priority Risk Index (CPRI) Categories and Risk Levels

CPRI Category	DEGREE OF RISK			Assigned Weighting Factor
	Level ID	Description	Index Value	
Probability	Unlikely	Extremely rare with no documented history of occurrences or events. Annual probability of less than 0.001	1	45%
	Possible	Rare occurrences with at least one documented or anecdotal historic event. Annual probability that is between 0.01 and 0.001.	2	
	Likely	Occasional occurrences with at least two or more documented historic events. Annual probability that is between 0.1 and 0.01.	3	
	Highly Likely	Frequent events with a well-documented history of occurrence. Annual probability that is greater than 0.1.	4	
Magnitude/Severity	Negligible	Negligible property damages (less than 5% of critical and non-critical facilities and infrastructure). Injuries or illnesses are treatable with first aid and there are no deaths. Negligible quality of life lost. Shutdown of critical facilities for less than 24 hours.	1	30%
	Limited	Slight property damages (greater than 5% and less than 25% of critical and non-critical facilities and infrastructure). Injuries or illnesses do not result in permanent disability and there are no deaths. Moderate quality of life lost. Shut down of critical facilities for more than 1 day and less than 1 week.	2	
	Critical	Moderate property damages (greater than 25% and less than 50% of critical and non-critical facilities and infrastructure). Injuries or illnesses result in permanent disability and at least one death. Shut down of critical facilities for more than 1 week and less than 1 month.	3	
	Catastrophic	Severe property damages (greater than 50% of critical and non-critical facilities and infrastructure). Injuries or illnesses result in permanent disability and multiple deaths. Shut down of critical facilities for more than 1 month.	4	
Warning Time	Less than 6 hours	Self-explanatory.	4	15%
	6 to 12 hours	Self-explanatory.	3	
	12 to 24 hours	Self-explanatory.	2	
	More than 24 hours	Self-explanatory.	1	
Duration	Less than 6 hours	Self-explanatory.	1	10%
	Less than 24 hours	Self-explanatory.	2	
	Less than one week	Self-explanatory.	3	
	More than one week	Self-explanatory.	4	

The prioritized list of hazards is presented in Table 13 and is based on the ranking of hazards in the 2013 Aitkin County THIRA.

Table 13. Priorities of Risks Faced by Aitkin County

Natural Hazards	
Type	Risk Severity
Ice Storm	High
Tornado	High
Wildfire	Moderate
Severe Winter Storm	Moderate
Drought	Moderate
Straight-line Wind	Moderate
Flood/Rash Flood	Moderate
Extreme Heat	Low
Extreme Cold	Low

#### 4.1.4 Hazard Risk Assessment by Jurisdiction

The risk assessments identify the characteristics and potential consequences of a disaster, how much of the community could be affected by a disaster, and the impact on community assets. In some cases in a multi-jurisdictional plan, individual jurisdictions will rank hazards differently. However, all jurisdictions in Aitkin County agreed to the same ranking of hazards in their communities as the county.

#### 4.1.5 GIS and Hazus-MH

The risk analysis step in this assessment quantifies the risk to the population, infrastructure, and economy of the community. Hazards that can be geographically identified (wildland fires, windstorms, tornadoes, hail, floods) were mapped using Geographic Information Systems software.

Hazus-MH was used to estimate the damages incurred for a 100-year flood event and for general asset assessment. Hazus-MH also generates a combination of site-specific and aggregated loss estimates for the entire county due to a 100-year flood event. Aggregate inventory loss estimates, which include building stock analysis, are based upon the assumption that building stock is evenly distributed across each census block. Therefore, it is possible that overestimates of damage will occur in some parts of areas while underestimates will occur in other areas. With this in mind, total losses tend to be more reliable over larger geographic areas (groups of many blocks) than for individual census blocks. It is important to note that Hazus-MH is not intended to be a substitute for detailed engineering studies. Rather, it is intended to serve as a planning aid for communities interested in assessing their risk to flood-, earthquake-, and hurricane-related hazards. This documentation does not provide full details on the processes and procedures completed in the development of this project. It is only intended to highlight the major steps that were followed during the project.

Site-specific analysis is based upon loss estimations for individual structures. For flooding, analysis of site-specific structures takes into account the depth of water in relation to the structure. Hazus-MH also

takes into account the actual dollar exposure to the structure for the costs of building reconstruction, content, and inventory. However, damages are based upon the assumption that each structure will fall into a structural class, and structures in each class will respond in a similar fashion to a specific depth of flooding. Site-specific analysis is also based upon a point location rather than a polygon, therefore the model does not account for the percentage of a building that is inundated. These assumptions suggest that the loss estimates for site-specific structures as well as for aggregate structural losses need to be viewed as approximations of losses that are subject to considerable variability rather than as exact engineering estimates of losses to individual structures.

**4.1.6 National Climatic Data Center (NCDC) Records**

Historical storm event data was compiled from the National Climatic Data Center (NCDC). NCDC records are estimates of damage reported to the National Weather Service (NWS) from various local, state, and federal sources. However, these estimates are often preliminary in nature and may not match the final assessment of economic and property losses related to given weather events.

The NCDC data included 295 reported events in Aitkin County between 1952 and May 31, 2014. However, some weather event categories only had available data going back as recent as 2002. No records before 1952 were available. A summary table of events related to each hazard type is included in the hazard profile sections that follow. A table listing all events, including additional details, is included in Appendix C. NCDC hazard categories used in this plan are listed in Table 14.

Table 14. National Climatic Data Center Historical Hazards

Hazard	
Tornadoes	Hail
Thunderstorm Wind	Flood/Flash Flood
Lightning	Cold/Wind Chill
Heavy Snow/Winter Storm/Winter Weather	

**4.1.7 FEMA Declared Disasters**

Another historical perspective is derived from FEMA-declared disasters. Thirteen federal disaster declarations in Aitkin County have been made since 1957 (Figure 5).

Figure 5. FEMA-Declared Disasters and Emergencies in Minnesota

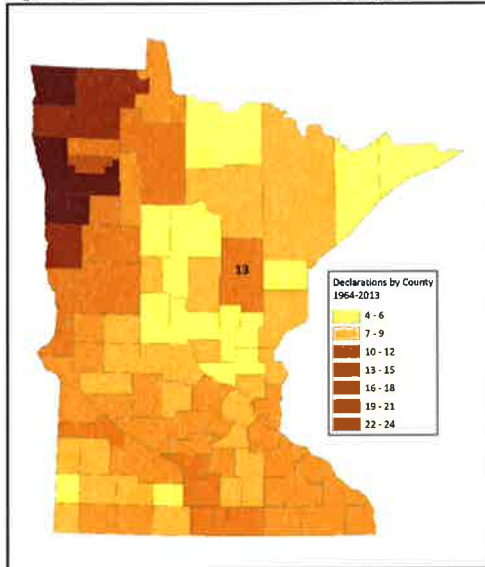


Table 15 and Table 16 show the details of the disasters including FEMA hazard mitigation funding and total assistance. No declarations were made for the other storms listed in the NDCD database. Reviewing the federal payments for damages from the declared disasters is a way of correlating the impact from the NDCD report.

Table 15. FEMA-Declared Major Disasters in Aitkin County (1957-November 2014)

Incident	Declaration Date and Disaster Number	Incident Period	Total PA Obligated by FEMA for Disaster in Minnesota	Total PA Obligated by FEMA for Disaster in Aitkin County	Individual Assistance in Minnesota	Individual Assistance in Aitkin County
Severe Storms, Flooding	07/06/2012 DR-4069	06/14/2012 to 06/21/2012	\$51,189,191	\$1,756,175	\$0	\$0
Flooding	05/16/2001 DR-1370	03/23/2001 to 07/03/2001	\$36,227,573	\$424,299	\$0	\$44,128 (Total Individual and Household Program)
Severe Storms, Winds, Flooding	07/28/1999 DR-1283	07/04/1999 to 08/02/1999	\$11,679,939	\$54,289	Unknown	\$0
Severe Storms, Flooding	04/08/1997 DR-1175	03/21/1997 to 05/24/1997	\$230,488,750	\$177,660	\$0	\$0
Flooding	06/01/1996 DR-1116	03/14/1996 to 06/17/1996	\$9,233,910	\$15,898	\$0	\$0
Severe Storm, Thunderstorm, High Winds, Flooding, Tornadoes, Heat	08/18/1995 DR-1064	07/09/1995 to 07/14/1995	\$5,895,352	\$9,115	\$0	\$0



Incident	Declaration Date and Disaster Number	Incident Period	Total PA Obligated by FEMA for Disaster in Minnesota	Total PA Obligated by FEMA for Disaster in Aitkin County	Individual Assistance in Minnesota	Individual Assistance in Aitkin County
Flooding, Severe Storm, Tornadoes	06/11/1993 DR-993	05/06/1993 to 08/25/1993	\$98,169,850	\$62,979	\$0	\$0
Severe Storms, Flooding	04/30/1979 DR-582	04/30/1979	Unknown	Unknown	Unknown	Unknown
Flooding	07/05/1975 DR-473	07/05/1975	Unknown	Unknown	Unknown	Unknown
Severe Storms, Flooding	08/01/1972 DR-347	08/01/1972	Unknown	Unknown	Unknown	Unknown
Flooding	04/18/1969 DR-255	04/18/1969	Unknown	Unknown	Unknown	Unknown
Flooding	03/22/1966 DR-215	03/22/1966	Unknown	Unknown	Unknown	Unknown
Flooding	04/11/1965 DR-188	04/11/1965	Unknown	Unknown	Unknown	Unknown

\*Data provided by FEMA Region V on December 2, 2014, MNHSEM on December 10, 2014, and <https://www.fema.gov/media-library/assets/documents/28331> accessed on December 10, 2014

Table 16. FEMA-Declared Emergencies in Aitkin County (1976-November 2014)

Incident	Declaration Date and Disaster Number	Incident Period	Individual Assistance in MN	Public Assistance (all affected areas)
Hurricane Katrina Evacuation	09/13/2005 EM-3242	08/29/2005 to 10/1/2005	\$0	\$2,470,003
Drought	06/17/1976 EM-3013	06/17/1976	Unknown	Unknown

\*Note the Public Assistance totals are for ALL counties affected in the disaster. Data accessed Dec. 4, 2014 at [https://www.fema.gov/disasters/grid/state-tribal-government/57?field\\_disaster\\_type\\_term\\_tid\\_1=All](https://www.fema.gov/disasters/grid/state-tribal-government/57?field_disaster_type_term_tid_1=All)

Table 17 depicts the historical projects in Aitkin County resulting from hazard mitigation funding.

Table 17. Historical Hazard Mitigation Funding in Aitkin County

Year	Project Description	Sub-Grantee	Federal Share
1996	Dike to protect 115kv substation serving City of Aitkin	Aitkin Public Utilities Company	\$73,329
1997	Construction of shelter building, NOAA weather radio transmitter, antenna, and emergency generator. This is a 5% state initiative project.	Aitkin County	\$92,481
1998	Replace part of an existing storm sewer on main street with a new catch basin and pipe to prevent frequent erosion and damage to the street.	City of Aitkin	\$87,519
2013	Aitkin County Hazard Mitigation Plan	Aitkin County	\$34,000
	Total HMA Funding – Aitkin County		\$287,329

## 4.2 Vulnerability Assessment

### 4.2.1 Asset Inventory

The Hazus-MH defaults, critical facilities, and essential facilities have been updated based on the most recent available data sources. The Hazus-MH default essential facilities have been updated based on current data available from the state and county. The essential facility updates (schools, medical care facilities, fire stations, and police stations) were integrated into the Hazus-MH input database. Other critical facilities identified by the county were geocoded and overlaid with the Hazus-MH flood model output.

Critical facilities are defined by the Department of Homeland Security in the Automated Critical Asset Management System (ACAMS). Aitkin County used the 18 sectors included in ACAMSto identify their critical infrastructure and key resources. Table 18 below identifies the critical facilities that were included in the analysis. Essential facilities are a subset of critical facilities. Names and locations of all critical facilities are found in Appendix B. Figure 6 below maps the critical facilities in the City of Aitkin, while Figure 7 depicts critical facilities in Hill City. Figure 8 maps critical facilities in McGregor.

Table 18. Aitkin County Critical Infrastructure and Facilities

ACAMSCategory	Number of Facilities
Agriculture and Food	1
Banking and Finance	8
Chemical and Hazardous Materials	5
Commercial Facilities	0
Communications	2
Dams	36
Defense Industrial Base	0
Emergency Services	12
Energy	6
Government Facilities	44
Healthcare and Public Health	8
Information Technology	1
Manufacturing	6
National Monuments and Icons	0
Nuclear	0
Postal and Shipping	6
Transportation	9
Water	6

Figure 6. Critical Facilities in the City of Aitkin



Figure 7. Critical Facilities in Hill City

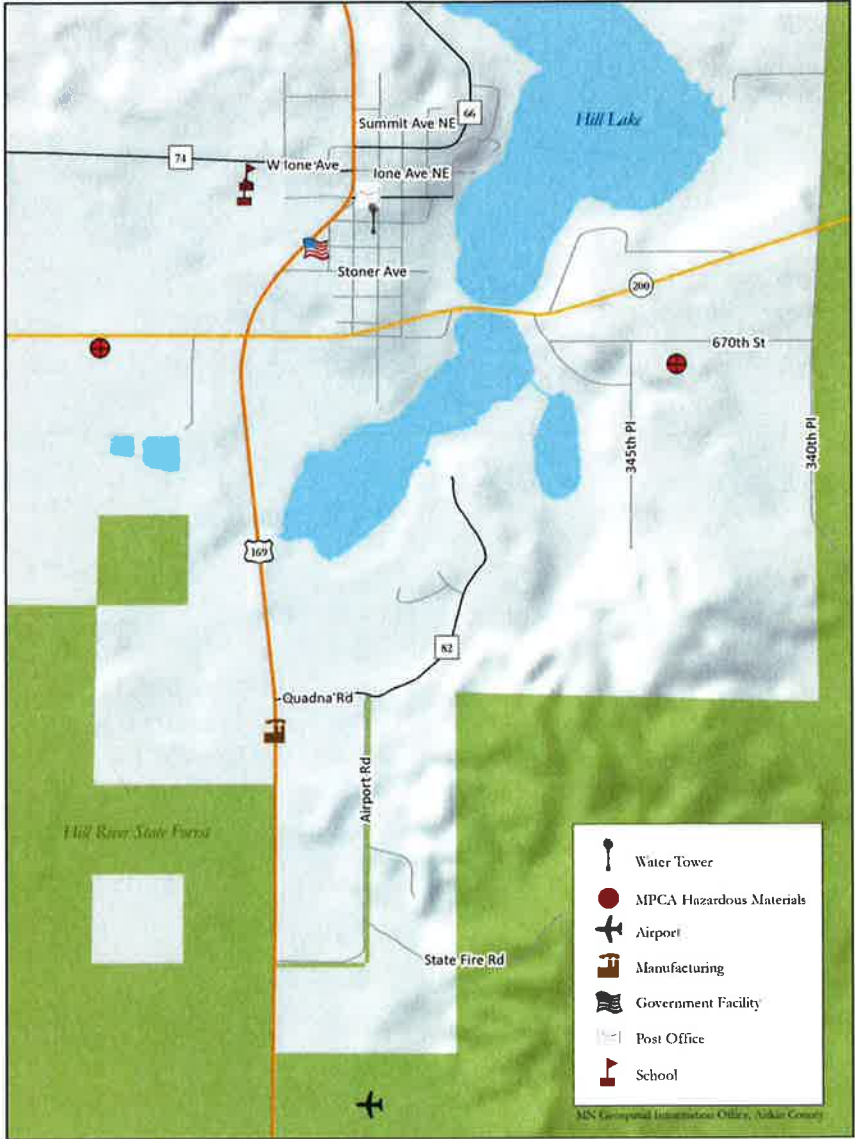
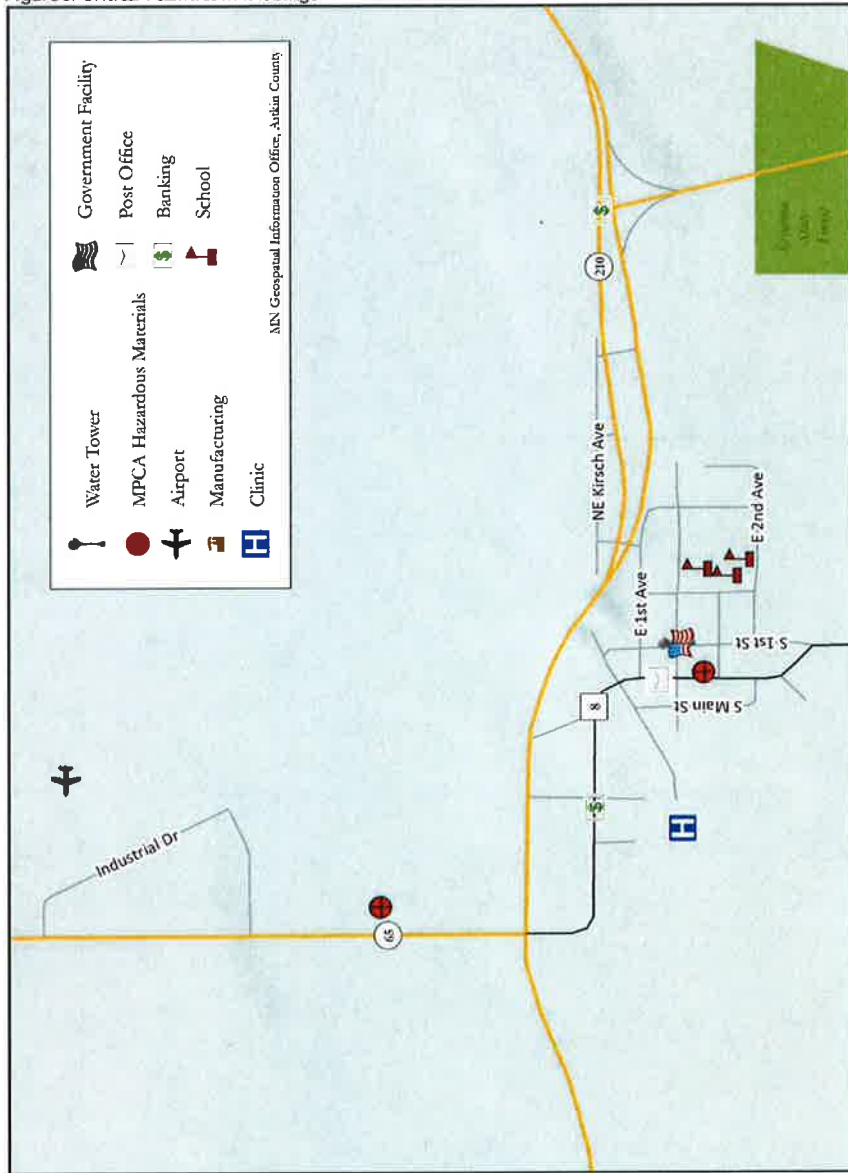


Figure 8. Critical Facilities in McGregor



### 4.2.2 Facility Replacement Costs

Hazus-MHMR4 contains the base aggregated general building stock used for estimating building exposure. Hazus-MHMR4 contains aggregated general building stock updated to Dun & Bradstreet 2006 and building valuations were updated to R.S. Means 2006. Building counts based on census housing unit counts are available for RES1 (single-family dwellings) and RES2 (manufactured housing) classifications instead of actual building counts.

Facility replacement costs and total building exposure are identified in Table 19, which also includes the estimated number of buildings within each occupancy class as calculated by Hazus general building stock.

Table 19. Aitkin County Total Building Exposure

General Occupancy	Estimated Total Buildings	Total Building Exposure (in \$1000s)
Agriculture	1,517	\$83,409
Commercial	405	\$38,246
Education	13	\$38,830
Government	140	\$24,722
Industrial	45	\$12,430
Religious/Non-Profit	115	\$41,782
Residential	15,782	\$972,529
Total:	18,017	\$1,211,948

### 4.3 Future Development

Because Aitkin County is vulnerable to a variety of natural hazards, the county government—in partnership with state government—must make a commitment to prepare for the management of these events. Aitkin County is committed to ensuring that county elected and appointed officials become informed leaders regarding community hazards so that they are better prepared to set and direct policies for emergency management and county response.

The Aitkin County Emergency Management Director will work to keep the jurisdictions covered by the Multi-Hazard Mitigation Plan engaged and informed during the plan's 5-year planning cycle. By keeping jurisdictional leaders actively involved in the monitoring, evaluation and update of the MHMP, they will keep their local governments aware of the hazards that face their communities and how to mitigate those hazards through planning and project implementation. Each jurisdiction has identified mitigation strategies that they will seek to implement in their communities (see Appendix G: Mitigation Actions by Jurisdiction). Jurisdictions will include considerations for hazard mitigation in relation to future development when updating local comprehensive plans or other plans that may influence such development.

## 4.4 Hazard Profiles

### 4.4.1 Wildfire

A wildfire is an uncontrolled fire spreading through vegetative fuels, posing danger and destruction to property. Wildfires can occur in undeveloped areas and spread to urban areas where structures and other human developments are more concentrated. While some wildfires start by natural causes like lightning, humans cause 4 out of every 5 wildfires. Debris burns, arson or carelessness are the leading causes of wildfires. As a natural hazard, a wildfire is often the direct result of a lightning strike that may destroy personal property and public land areas, especially on national and state forest lands. The dangers from wildfire include the destruction of timber, property and wildlife, and injury or loss of life to people living in the affected area or using the area for recreational facilities.

While wildfires are often viewed in a negative light, they are a naturally occurring part of the environment. Wildfires are an important component of healthy forest and prairie ecology, and can be beneficial by reducing dangerously high fuel levels and putting nutrients into the ground that spur new growth. In addition, many flora species require fire for seed germination. However, as people settled this country and began clearing land and building homes, roads, railroads, and campgrounds, new artificial causes of wildfire emerged and their frequency and level of destruction increased.

Causes of wildfires vary from state to state. For example, in Florida, lightning ignites approximately half of all wildfires, while in Minnesota lightning causes less than 5% of all wildfires. These variations are due to climate, vegetation, topography, and weather. People burning debris cause most wildfires in Minnesota. However, wildfires are also caused by vehicle exhaust, sparks from trains and heavy equipment, camping, smoking, and lightning.

Topography affects the movement of air and fire over the ground surface. The slope and shape of terrain can change the rate of speed at which the fire travels. Weather impacts the probability of wildfire and has a significant effect on its behavior. Temperature, humidity and wind affect the severity and duration of wildfires.

Homes threatened by wildfire are primarily those located in the "wildland-urban interface." This is the zone where homes and subdivisions have been located in wildland areas where natural wildfires can have an impact. While wildfires are necessary for healthy ecosystems, they burn whatever fuel is in their path, whether vegetation or buildings.

One of the most common causes of a home being damaged or destroyed is due to radiant heat. In a wildfire, radiant heat is the heat given off by burning vegetation. The high temperatures of some wildfires can cause the deck, siding, or roof of a home to ignite, because the fire was too near the home. Studies in western wildfires have shown that approximately 85% of homes surviving a major wildfire had 30-50 feet of defensible space around them, coupled with fire-resistant roofing.

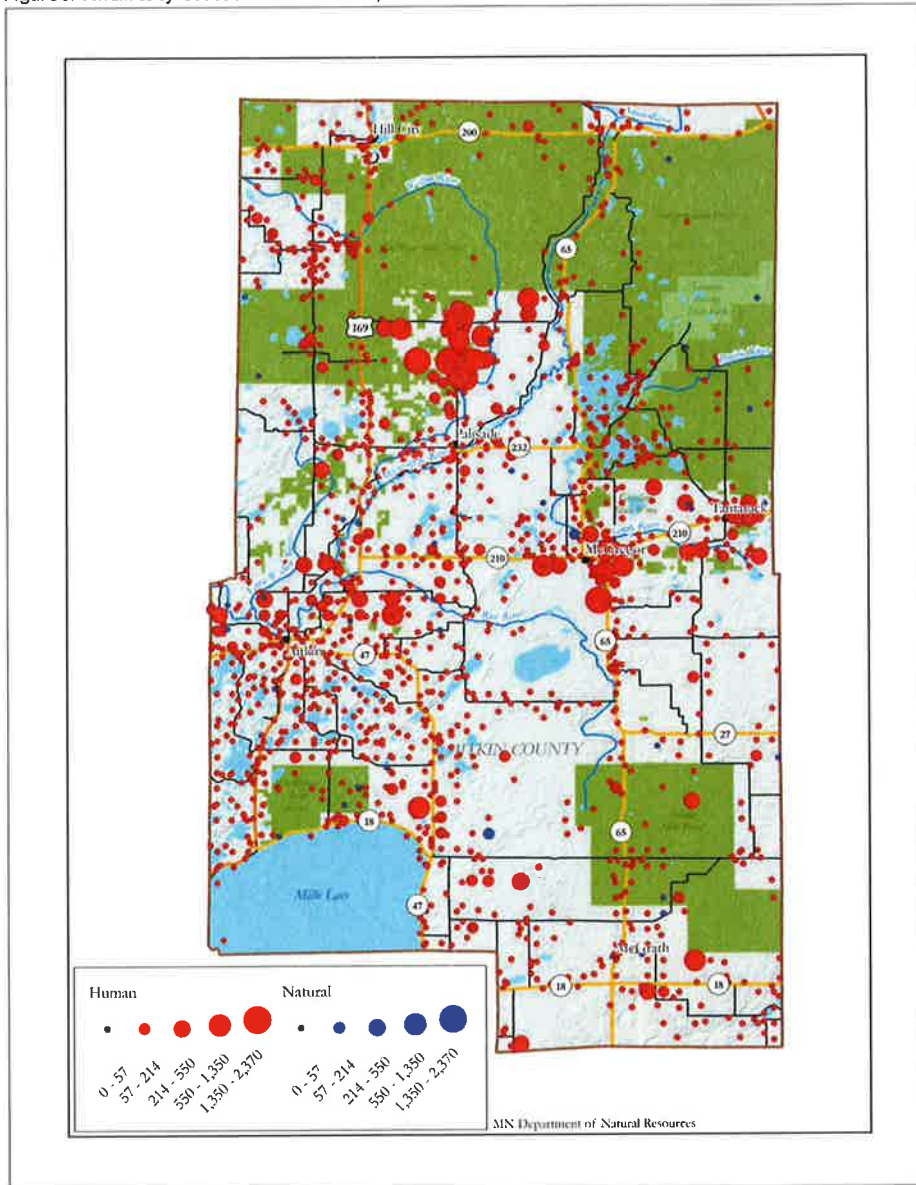
### Wildfire History in Aitkin County

Approximately 1,600 wildfires occurred in Minnesota each year on average from 1976-2011 (MN DNR). Wildfires occur throughout the spring, summer and fall; however, most wildfires in Minnesota take place in March, April, and May. During this period, much of the existing vegetation has been killed due to winter temperatures and is dead, brown and combustible. Also, there is little green vegetation to serve as a barrier for a moving wildfire.

The Minnesota DNR tracked 1,956 wildfires in Aitkin County between 1985 and 2013, burning a total of 54,734 acres (Figure 9). These include fires not only on state lands, but also rural private lands for which there is not another agency with primary responsibility. Wildfires that are not included in this data are those that occur on federal and Native American lands, and those that are responded to by local fire departments.



Figure 9. Wildfires by Cause and Acres Burned, 1985-2013



## Wildfire and Climate Change

Temperatures are predicted to rise in the state, which could lead to more extreme heat events and associated wildfire risks. As Minnesota's climate changes, weather fluctuations between drought and extreme rain events and increasing temperatures will result in changes to forest composition and/or distribution. The northern boreal forest may give way to more deciduous forests or grassland, with a period of dying or diseased trees during the transition. This weather fluctuation can lead to dry conditions that may cause increased fire risk in both grassland and forest environments.

## Relationship to other Hazards

Public Health - Air quality is adversely affected by wildfires.

Floods/ Erosion - Floods combined with landslides or severe erosion in areas with steep terrain could occur if a large fire is followed by significant rainfall.

## Plans and Programs in Place

Subdivision Standards - Aitkin County Subdivision standards regulate driveways and access roads. Adequate space for access roads is critical for emergency response vehicles to be able to access a property.

Dry Hydrants and Water Access - Aitkin County maintains a GIS database of dry hydrant locations. Individual fire departments are responsible for updating the county with information when new hydrants are installed or existing ones moved. All volunteer fire departments have water transportation capacity.

Wildfire Response - The Minnesota Department of Natural Resources has mutual aid agreements with all fire departments to assist as needed with wildfire response. The Rice Lake Wildlife National Refuge Area has its own personnel and equipment for fighting wildland fires and is also covered by the McGregor Fire Department.

Burning Permits/Restrictions - Regulation of open burning and the use of burning permits has been an important tool in preventing wildfire in Minnesota. Burning permits are required by the MN DNR when the ground is not snow-covered. Permits can be obtained from MN DNR Forestry offices, fire wardens or purchased online. When risk of wildfire is very high, burning is not permitted.

National Fire Plan - The USDA Forest Service maintains the National Fire Plan that is updated annually for effective use of national resources to combat wildfires in the United States. Further information in the National Fire Plan can be found at [www.fireplan.gov](http://www.fireplan.gov).

Wildfire Condition Monitoring - The MN DNR Division of Forestry collects weather data on a daily basis. This data is monitored by a U.S. Department of Agriculture (USDA) Forest Service computer, which uses the National Fire Danger Rating System to determine daily and forecasted fire danger indices. This information combined with fire weather forecasts from the National Weather Service (NWS) are used to develop short-range guidelines for scheduling detection, equipment standby, and personnel.

Minnesota Interagency Fire Center (MIFC) - Located in Grand Rapids, MN, the purpose of the MIFC is to increase the efficiency and effectiveness of wildfire management by facilitating interagency exchange of fire resources, providing a common point for the collection and dissemination of fire intelligence and streamlining dispatch procedures. These responsibilities include assigning state firefighting crews, tracking resource orders and their distribution, and dispatching air tankers and helicopters to needed areas. Partners include the MN DNR, USFS, US Fish and Wildlife Service, National Park Service, Bureau of Indian Affairs and the MN Department of Public Safety – Division of Homeland Security and Emergency Management. While firefighting is under local control of the ground crews and local DNR or Forest Service field command, the status of a fire is monitored constantly by the MIFC. If local resources do not contain the fire, the MIFC calls in more help from other stations in the region.

Public Warning and Notification - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page, as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

Firewise Program - In 2012 Aitkin County used funding from the MN DNR Firewise Program to do public education at different events, conduct a broad countywide risk assessment and to make egress improvements in the southeast corner of the county. Aitkin County plans to do more Firewise risk assessments in 2014 with the assistance of local fire departments.

Aitkin County Forest Management Plan - the county maintains a Forest Management Plan, which is a strategic plan that is updated every ten years to guide forest management. The plan was last updated in 2012. Forest management practices are applied to keep forests healthy, which helps reduce the potential for wildfire. This includes fuel reduction (removal of suppressed trees) as well as removal of dead or infected trees from insect and disease outbreaks.

The Tamarack Sportsman's Club owns a J5 to assist with wildfire response.

#### Program Gaps or Deficiencies

Dry Hydrants and Water Access - Not all areas of Aitkin County have good access to water resources for fighting fires. Installation of dry hydrants and static storage tanks can help alleviate this problem. Some properties dependent on private wells may not have an adequate supply of water for firefighting needs.

Community Wildfire Protection Plan (CWPP) - In 2014 Aitkin County is working on developing a CWPP, currently one is not in place. A CWPP allows communities to develop collaborative strategies to reduce their risk from wildfire and restore healthier, more resilient conditions in their surrounding forests.

#### 4.4.2 Severe Winter Storms – Blizzards, Ice Storms

Blizzards are storms that contain heavy snowfall, strong winds, and cold temperatures. The combination of these elements creates blinding snow with near zero visibility, deep snowdrifts, and life-threatening wind chill temperatures. Blizzards are the most dramatic and destructive of all winter storms that occur

within Aitkin County, and are generally characterized as storms bearing large amounts of snow accompanied by strong winds. They have the ability to completely immobilize travel in large areas and can be life-threatening to humans and animals. According to the National Weather Service (NWS), there is no fixed temperature requirement for blizzard conditions, but the life-threatening nature of low temperatures in combination with blowing snow and poor visibility increases dramatically when temperatures fall below 20°F. Blizzards typically occur between October and April; however, they occur most frequently from early November to late March.

### Severe Winter Storm History in Aitkin County

An overview of some of the most notable winter storm events affecting the county can be found in Table 20.

Table 20. North-Central Minnesota Winter Storm Events

Date	Type	Cost	Deaths	Injuries	Description
January 1997	Blizzard	N/A	N/A	N/A	21" in Duluth, 23" in Pequot Lakes, 18" in Finlayson, 16" in Two Harbors, and 12" in Babbitt.
October 1991	Blizzard	N/A	N/A	N/A	Halloween Blizzard. Over 28" at MSP, nearly 37" at Duluth. Nasty wind chill conditions, deep snow drifts harsh on wildlife, many roads closed for days. Perhaps one of the largest and longest lasting blizzards in state history.
November 1988	Blizzard	N/A	N/A	N/A	Blizzard struck over most of the state. Winds reached 63 mph at Windom, snow drifts up to 7' high. Snowfalls up to 14" in east central MN.
January 1893	Blizzard	N/A	N/A	N/A	Park Rapids, MN temperature drop of 40° F in less than 5 hours.

Figure 10. Every Year Aitkin County is Vulnerable to Severe Winter Weather



The greatest numbers of blizzards historically have occurred in the months of January, followed by March and November, respectively. Aitkin County, along with all areas of Minnesota, is susceptible to blizzards.

Damages from blizzards can range from human and livestock deaths to significant snow removal costs. Stranded drivers can make uninformed decisions, such as leaving the car to walk in conditions that put them at risk. Because of the blinding potential of

heavy snowstorms, drivers are also at risk of collisions with snowplows or other road traffic. Further, drivers and homeowners without emergency plans and kits are vulnerable to the life-threatening effects of heavy snow storms such as power outages, cold weather, and inability to travel, communicate, obtain goods or reach their destinations. Heavy snow loads can cause structural damage, particularly in areas

where there are no building codes or for residents living in manufactured home parks. The frequency of structural fires tends to increase during heavy snow events, primarily due to utility disruptions and the use of alternative heating methods by residents.

Between the years of 1975 and 1991, there were 49 deaths associated with blizzards statewide, or an average of three deaths per year. Deaths attributable to blizzards have dropped in recent years, primarily due to increased weather awareness and warning capabilities across the state. The economic costs of winter storms are generally not recorded by the NCCDC, however, a winter storm in November 2001 resulted in property damage of \$500,000.

Ice storms are described as occasions when damaging accumulations of ice occur due to freezing rain. The terms freezing rain and freezing drizzle warn the public that a coating of ice is expected on the ground and on other exposed surfaces. Heavy accumulations of ice can bring down trees, electrical wires, telephone poles and lines, and communication towers.

Communications and power can be disrupted for days while utility companies work to repair extensive damage. Ice forming on exposed objects generally ranges from a thin glaze to coatings more than one inch thick. Even small accumulations of ice on sidewalks, streets, and highways may cause extreme hazards to Aitkin County motorists and pedestrians. Sleet does not stick to trees and wires, but sleet of sufficient thickness does cause hazardous driving conditions. Heavy sleet is a relatively rare occurrence, defined as an accumulation of ice pellets covering the ground to a depth of one-half inch or more.

Ice and sleet storms typically occur from October through April. The NWS notes that over 85% of ice storm-related deaths are the result of traffic accidents. No freezing rain or freezing drizzle events have been recorded in Aitkin County by the NCCDC, however, the entire state of Minnesota is susceptible to these hazards.

Observing winter storm watches and warnings and adequate preparation can usually lessen the impact of blizzard events in Minnesota. Technical advances made in transportation, including safer vehicles and improved construction and maintenance of roads, have also contributed to the decline in deaths related to blizzard events. Historical estimates of dollar losses associated with blizzard events were not available for the purposes of this analysis. However, costs incurred by state and local government for snow removal associated with disaster declaration DR1158 (January 1997) totaled over \$27,300,000 dollars. Blizzards rank ninth out of the 10 natural hazards economically impacting Minnesota according to the statewide risk analysis. The chance that another winter storm affecting Aitkin County will occur is highly probable.

### **Severe Winter Storms and Climate Change**

Historically, winter storms have had a large impact on public safety in Minnesota. This will continue, with a possible increase in snowstorm frequency and annual total snowfall. Winter weather is often a cause of power outages. Pressures on energy use, reduced reliability of services, potential outages and potential rise in household costs for energy are major climate change risks to public health.

The number of heavy snowfall years for the Midwest has fluctuated throughout the 1900-2006 time period. The periods of 1900-1920 and 1960-1985 had numerous years with snowfall totals over the 90th percentile. In the recent three decades, the number of heavy seasonal snowfall totals has been much lower. Despite these generally lower seasonal snowfall totals, some areas of the Midwest have still experienced significant snow totals in the most recent decade. The 100-year linear trends based on decadal values show that the upper Midwest had statistically significant (1% level) upward linear trends in snowstorm frequency from 1901 to 2000 (Kunkel, et al., 2013).

#### Relationship to other Hazards

**Flooding -** Melting from heavy snows can cause localized flooding which can impact property and infrastructure such as roads.

**Wildland or Structural Fire -** Heavy storms that result in large amounts of downed timber can result in an increase of dead or dying trees left standing, thus providing an increased fuel load for a wildfire. There is an additional risk of increased frequency of structural fires during heavy snow events, primarily due to utility disruptions and the use of alternative heating methods by residents.

**Public Safety -** Drivers stranded in snowstorms may make uninformed decisions that can put them at risk; residents who are unprepared or vulnerable may not be able to obtain goods or reach their destinations. EMS providers may be slowed by road conditions to respond to emergencies. Ice storms may result in power outages due to downed power lines, putting people at risk for cold temperature exposure and reducing the ability to spread emergency messages to the public via television, radio or computer.

#### Plans and Programs in Place

**Snow Removal -** The Aitkin County Transportation Department has capabilities for snow removal and highway treatment in order to maintain safe winter driving conditions. The department carries out snow removal and ice control operations. Paved routes within Aitkin County receive priority for snow plowing. MnDOT handles snow removal on trunk highways within Aitkin County. The county has agreements with several townships to do snow plowing. All other city and township jurisdictions either have their own equipment for snow removal or contract for services to do so.

**Backup Power -** In the courthouse complex there is an emergency generator for the jail, and from that power can be provided to serve the courthouse, boiler room and I.T. office. Across the street there is a small emergency generator that will serve to power EMS, fire and police radio systems. In the city of Aitkin, the fire department has portable generators, one of which is dedicated to water supply and another that can be located as needed.

**Burying Power Lines -** Burying power lines helps eliminate loss of power due to snow and ice storms. Mille Lacs Energy Cooperative and Lake County Power work to accommodate requests for installation of underground power lines to residents or businesses receiving connection of new power in areas where it is feasible. East Central Energy buries lines in areas where it makes sense to do so, but does not offer this as a regular customer option.

NOAA Weather Radio Transmitter Towers - The National Weather Service delivers storm warnings and key information during severe winter weather events over its radio towers. The extreme southeastern part of Aitkin County is covered by Pine County. Most of the rest of the county is covered by the Aitkin transmitter which is located southeast of the city of Aitkin. The Coleraine transmitter covers the extreme northeastern part of the county.

School Closings - All school districts within Aitkin County have a school closing policy and communications plan in place if inclement weather or temperatures create a hazardous situation for students or staff. Schools have notification systems which allow them to notify all families who are registered in the school system with up-to-date information.

Public Warning and Notification - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

Public Education and Awareness - Aitkin County promotes the National Weather Service's "Winter Hazard Awareness Week" held in November each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.

#### Program Gaps or Deficiencies

Backup Power - Not all county facilities have backup power in the event of a disaster.

#### 4.4.3 Summer Storms – Thunderstorms, Lightning, Hailstorms, Tornadoes and Windstorms

Summer storms, including thunderstorms, hailstorms, and windstorms affect Aitkin County on an annual basis. Thunderstorms are the most common summer storm in the county, occurring primarily during the months of May through August, with the severest storms most likely to occur from mid-May through mid-July. Thunderstorms are usually locally produced by cumulonimbus clouds, always accompanied by lightning, and often have strong wind gusts, heavy rain and sometimes hail and tornadoes. Tornadoes are the greatest concerns for Aitkin County.

##### Lightning

Lightning is caused by the discharge of electricity between clouds or between clouds and the surface of the earth. In a thunderstorm there is a rapid gathering of particles of moisture into clouds and forming of large drops of rain. This gathers electric potential until the surface of the cloud (or the enlarged water particles) is insufficient to carry the charge, and a discharge takes place, producing a brilliant flash of light.

The power of the electrical charge and intense heat associated with lightning can electrocute on contact, split trees, ignite fires, and cause electrical failures. Most lightning casualties occur in the summer months, during the afternoon and early evening. The NODC has recorded 2 lightning strikes in

Aitkin County since 2000, but no deaths or injuries were reported. A 2010 report published by Minnesota Department of Natural Resources (MN DNR) reports a 20-year average of 23 lightning-caused wildfires a year on public land. In 2011, 22 wildfires were caused by lightning in the state. Based on statistics maintained by the MN DNR Division of Forestry, the 22 average lightning-caused wildfires per year resulted in average annual suppression costs totaling \$54,864 dollars and average annual damages totaling \$10,357 dollars.

### Lightning and Climate Change

The projected possible intensity and frequency of tornadoes, hail, and damaging thunderstorm winds, the conditions associated with lightning, are uncertain (National Climate Assessment Development Advisory Committee, 2013). Severe rain events are becoming more common and may include an additional risk of lightning.

### Hailstorms

Hailstorms are a product of severe thunderstorms. Hail is formed when strong updrafts within the storm carry water droplets above the freezing level, where they remain suspended and continue to grow larger, until their weight can no longer be supported by the winds. Hailstones can vary in size, depending on the strength of the updraft. The NWS uses the following descriptions when estimating hail sizes: pea size is ¼ inch, marble size is ½ inch, dime size is ¾ inch, quarter size is 1 inch, golf ball size is 1 ¾ inches, and baseball size is 2 ¾ inches. Individuals who serve as volunteer "storm spotters" for the NWS are located throughout the state, and are instructed to report hail dime size (¾ inch) or greater. Hailstorms can occur throughout the year; however, the months of maximum hailstorm frequency are typically between May and August. Although hailstorms rarely cause injury or loss of life, they can cause significant damage to property.

Table 21 shows storms producing hail greater than 1-inch diameter in Aitkin County.

Table 21. Storms producing hail of greater than 1-inch diameter in Aitkin County (1972-2013)

Date	Hail Size (inches)	Injuries	Date	Hail Size (inches)	Injuries
8/29/2013	1.75 in.	0	6/13/2001	1.75 in.	0
8/29/2013	1.75 in.	0	8/14/2000	2.00 in.	0
8/04/2012	1.50 in.	0	7/8/2000	1.75 in.	0
7/04/2012	1.50 in.	0	6/1/1998	1.75 in.	0
5/28/2012	1.75 in.	0	9/13/1990	2.00 in.	0
6/17/2010	2.00 in.	0	9/5/1990	2.75 in.	0
6/17/2010	2.00 in.	0	8/4/1986	1.75 in.	0
8/27/2007	2.75 in.	0	6/5/1980	2.75 in.	0
8/27/2007	1.75 in.	0	8/5/1972	2.00 in.	0
8/27/2007	1.75 in.	0			

Source: National Climatic Data Center



According to the 41-year NCCDC record, there is a 54% chance of a significant hailstorm any year in Aitkin County and a 27% chance in each year that there will be a hailstorm that produces hail greater than 1 inch in size.

### Hailstorms and Climate Change

Winter storms have increased slightly in frequency and intensity, and their tracks have shifted northward over the U.S. Other trends in severe storms, including the numbers of hurricanes and the intensity and frequency of tornadoes, hail, and damaging thunderstorm winds are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (National Climate Assessment Development Advisory Committee, 2013).

The occurrence of very heavy precipitation has increased in Minnesota in recent decades and future projections also indicate this will continue (International Climate Adaptation Team, 2013). While it is unknown if this precipitation will occur during severe storms that produce hail, the possibility has not been ruled out.

### Windstorms and Tornadoes

Windstorms can and do occur in all months of the year; however, the most severe windstorms usually occur during severe thunderstorms in the warm months. Aitkin County frequently experiences winds blowing at over 50 knots. According to NCCDC records, in Aitkin County there have been 82 thunderstorm wind events reported between 1972 and May 2014, with wind speeds of up to 61 knots. These winds can inflict damage to buildings and in some cases overturn high-profile vehicles.

Associated with strong thunderstorms, downbursts are severe localized downdrafts from a thunderstorm or rain shower. This outflow of cool or colder air can create damaging winds at or near the surface. Winds up to 130 miles per hour have been reported in the strongest thunderstorms. Downburst winds can cause as much damage as a small tornado and are frequently confused with tornadoes because of the extensive damage they cause. As these downburst winds spread out they are often referred to as straight-line winds. They can cause major structural and tree damage over a relatively large area. The most recent severe wind and hail storms in Aitkin County are shown in Figure 11.

Tornadoes are defined as violently-rotating columns of air extending from thunderstorms to the ground, with wind speeds between 40-300 mph (Figure 12). They develop under three scenarios: (1) along a squall line; (2) in connection with thunderstorm squall lines during hot, humid weather; and (3) in the outer portion of a tropical cyclone. Funnel clouds are rotating columns of air not in contact with the ground; however, the column of air can reach the ground very quickly and become a tornado.

Since 2007, tornado strength in the United States is ranked based on the Enhanced Fujita scale (EF scale), replacing the Fujita scale introduced in 1971. The EF scale uses similar principles to the Fujita scale, with six categories from 0-5, based on wind estimates and damage caused by the tornado. The EF Scale is used extensively by the NWS in investigating tornadoes (all tornadoes are now assigned an EF

Scale number), and by engineers in correlating damage to buildings and techniques with different wind speeds caused by tornadoes. To see a comparative table of F and EF scales, see <http://www.spc.noaa.gov/faq/tornado/ef-scale.html>.

Figure 11. Most Recent Severe Wind and Hail Storms in Aitkin County

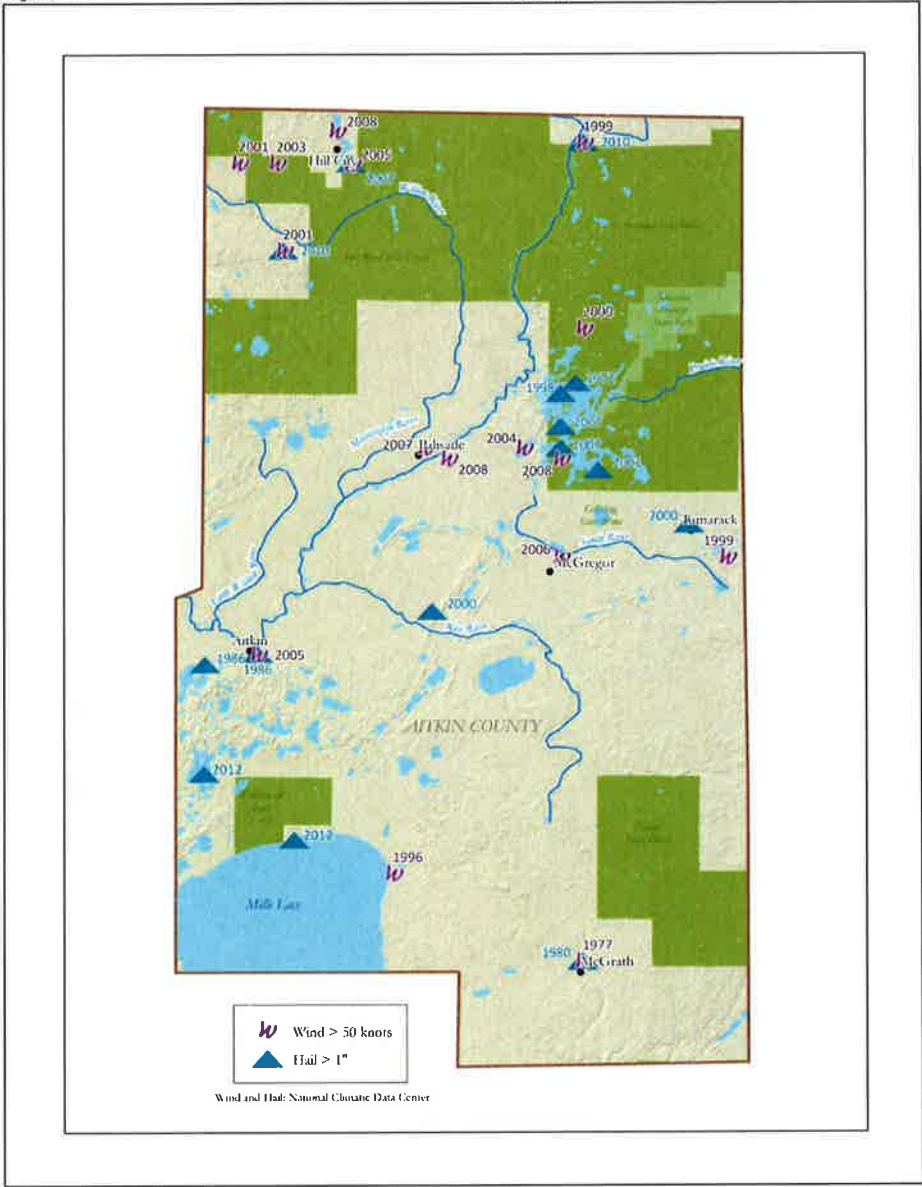


Figure 12. Damage from tornado in Aitkin County, 8/29/2013



In Minnesota, the peak months of tornado occurrence are June and July. The typical time of day for tornadoes in Minnesota ranges between 4:00 P.M. and 7:00 P.M. Most of these are minor tornadoes, with wind speeds under 125 miles per hour. A typical Minnesota tornado lasts approximately 10 minutes, has a path length of 5 to 6 miles, is nearly as wide as a football field, has a forward speed of about 35

miles an hour, and affects less than 0.1% of the county warned.

According to the NCDC, 16 tornadoes were reported in Aitkin County between 1952 and June 2014, causing 1 death, 3 injuries, and over \$3.5 million dollars in property damage. Tornado classification ranged from F0 to F4 on the Fujita Scale. While most of the tornadoes in Aitkin County have been F0, F1, or F2 classification, tornadoes ranked at F3 and F4 have also occurred, including an F4 in 1969 that caused \$2.5 million in property damage. The most recent tornado in the county was on August 29, 2013, in the northwestern portion of the county, rated EF1. The Aitkin County Sheriff's Department reported numerous fallen trees and blocked roads. See Figure 12 (National Weather Service, 2013). One house north of Remer experienced severe damage, but otherwise property damage was limited to small structures (National Weather Service, 2013).

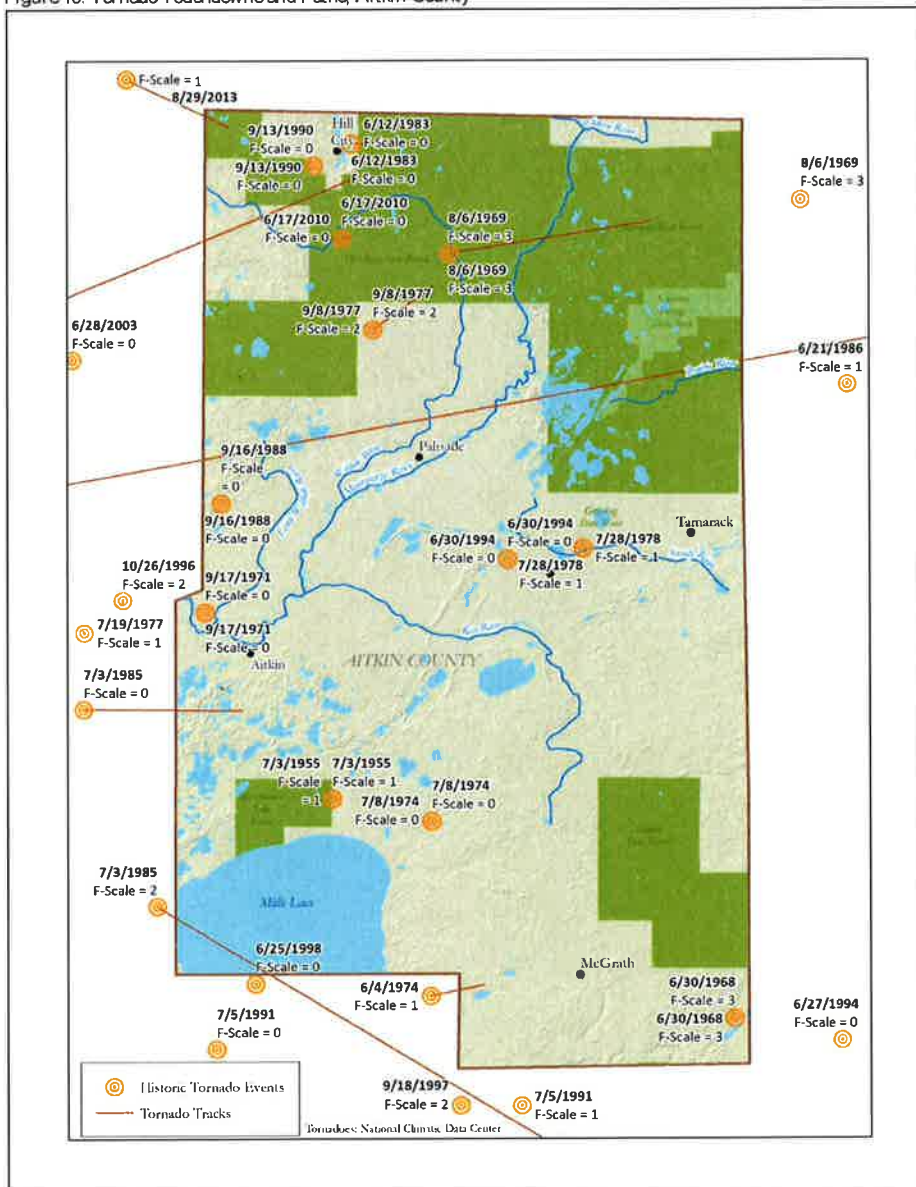
Figure 13 below shows tornado touchdown points and tracks in Aitkin County since 1955. Historic tornado events in the county are listed in Table 22. The county has experienced tornadoes in 14 of the 61 complete years on record. According to these statistics, there is a 23% chance of a tornado affecting Aitkin County each year.

Table 22. Historic Tornado Events in Aitkin County (1952-June 2014)

Location or County	Date	Magnitude	Deaths	Injuries	Property Damage	Length in miles	Width in yards
Shovel Lake	8/29/2013	EF1	0	0	0	12.8	300
Haypoint	6/17/2010	F0	0	0	0	1	25
McGregor	6/30/1994	F0	0	0	0	0.1	10
Aitkin County	9/13/1990	F0	0	0	0	0.1	10
Aitkin County	7/3/1985	F2	0	0	25K	2	200
Aitkin County	7/3/1985	F0	0	0	250K	3	100
Aitkin County	6/12/1983	F0	0	0	2.5K	3	400
Aitkin County	7/28/1978	F1	0	0	250K	18	880
Aitkin County	9/8/1977	F2	0	0	250K	3.6	660
Aitkin County	6/25/1973	F0	0	0	2.5K	0.8	100
Aitkin County	9/17/1971	F0	0	0	0	0.1	30
Aitkin County	8/6/1969	F3	1	3	250K	12.5	1500
Aitkin County	8/6/1969	F4	0	0	2.5M	10.1	833
Aitkin County	6/30/1968	F3	0	0	2.5K	0.1	10
Aitkin County	7/3/1955	F1	0	0	0.25K	0	33
Aitkin County	7/16/1952	F2	0	0	25K	9.4	333

Source: National Climatic Data Center

Figure 13. Tornado Touchdowns and Paths, Aitkin County



## Windstorms/Tornadoes and Climate Change

According to the Federal Advisory Committee Draft National Climate Assessment (NCA), wind storms have increased slightly in frequency and intensity, and their tracks have shifted northward over the U.S. Lack of high-quality long-term data sets make assessment of changes in wind speeds very difficult (Kunkel, et al., 2013). One analysis generally found no evidence of significant changes in wind speed distribution. Other trends in severe storms, including the numbers of hurricanes and the intensity and frequency of tornadoes, hail, and damaging thunderstorm winds are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (National Climate Assessment Development Advisory Committee, 2013).

Tornadoes and other severe thunderstorm phenomena frequently cause as much annual property damage in the U.S. as do hurricanes, and often cause more deaths. Although recent research has yielded insights into the connections between global warming and the factors that cause tornadoes and severe thunderstorms, such as atmospheric instability and increases in wind speed with altitude (Del Genio, Yao, & Jbnas, 2007), these relationships remain mostly unexplored, largely because of the challenges in observing thunderstorms and tornadoes and simulating them with computer models (National Climate Assessment Development Advisory Committee, 2013).

### Relationship to other Hazards

**Flooding** - Thunderstorms with heavy amounts of rainfall can cause localized flooding, which can impact property and infrastructure such as roads.

**Public Health** - Public health can be impacted as a result of wastewater spills due to flooding.

**Wildland Fire** - Lightning strikes may ignite a wildland fire. Windstorms that result in downed timber increase the fuel load in a forest that may increase the risk of wildfire.

**Structural Fire** - Lightning strikes may ignite a wildland or structural fire.

### Plans and Programs in Place

**SKYWARN Program** - The National Weather Services (NWS) has a Northland SKYWARN Program, offering annual training sessions to volunteers in Aitkin County. There is a network of trained SKYWARN spotters in Aitkin County. These volunteers help keep their local communities safe by providing timely and accurate reports of severe weather to their local National Weather Service office.

**Storm Shelters** - Mobile home parks are required to meet Minnesota Department of Health requirements for storm shelters based on number of manufactured homes and date of licensing. Big Sandy Lake Campground is operated by the Army Corps of Engineers and has a root cellar and concrete restrooms that serve as storm shelters for the public. Savanna Portage State Park uses its restroom facilities as shelters within the main park. A concrete root cellar serves as another storm shelter for the group camp located on Savanna Lake. Hill City School has two rooms designated as tornado shelters, and is a shelter for the Red Cross. The Aitkin Fire Hall is used as a public storm shelter.

**Outdoor Warning Sirens** - Outdoor warning sirens are in place on the Sandy Lake Indian Reservation, East Lake, and the cities of Aitkin, Tamarack, McGregor, and Hill City. Sirens are activated in the event of a tornado warning or severe thunderstorms with winds of 70 mph or greater. Warning sirens are not used for the dual purpose of summoning emergency management workers in the event of an emergency.

**Backup Power** - For the courthouse complex there is an emergency generator for the jail, and from that power can be provided to serve the courthouse, boiler room and I.T. Office. Across the street there is a small emergency generator that will power EMS, fire and police radio systems. In the city of Aitkin, the fire department has portable generators, one of which is dedicated to water supply and another that can be located as needed.

**Burying Power Lines** - Burying power lines helps eliminate loss of power due to severe summer storms. Mille Lacs Energy Cooperative and Lake County Power work to accommodate requests for installation of underground power lines to residents or businesses receiving connection of new power in areas where it is feasible. East Central Energy buries lines in areas where it makes sense to do so, but does not offer this as a regular customer option.

**Vegetation Management** - The Aitkin County Transportation Department strives to clear the right of way of its improved, high-volume roads to reduce tree blowdown in the event of severe summer storms.

**School Closings** - All school districts within Aitkin County have a school closing policy and communications plan in place if inclement weather or temperatures create a hazardous situation for students or staff. Schools have notification systems which allow them to notify all families who are registered in the school system with up-to-date information.

**NOAA Weather Radio Transmitter Towers** - The National Weather Service delivers storm warnings and key information during severe winter weather events over its radio towers. The extreme southeastern part of Aitkin County is covered by Pine County. Most of the rest of the county is covered by the Aitkin transmitter which is located southeast of the city of Aitkin. The Coleraine transmitter covers the extreme northeastern part of the county.

**Public Warning and Notification** - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page, as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

**Public Education and Awareness** - Aitkin County promotes the National Weather Service's "Severe Weather Awareness Week" held in April each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.



Public Schools and Safe Rooms—A survey of Aitkin County school district superintendents was completed to assess hazard preparation in county schools (Table 23).

Table 23. Aitkin County MHMP School and Safe Room Information Survey

Name of Superintendent, School District and Email	Plans or Programs in Place  Information regarding any Plans or Programs in Place (i.e., do you have schools that have designated as safe rooms? Are schools community partners for mass sheltering in the event of disaster? Do you exercise tornado drills for students and staff? etc.)	Program Gaps or Deficiencies  Information regarding any Program Gaps or Deficiencies (i.e., Do have a need to establish safe room capabilities in your schools? etc.)
Dean Yocum – Superintendent / Principal Hill City School <a href="mailto:dyocum@hillcity.k12.mn.us">dyocum@hillcity.k12.mn.us</a>	<p>In Hill City we have a Crisis Team made of school district employees, local law enforcement, and the fire department.</p> <p>We have plans in place for a variety of situations. We run fire drills, lockdown drills, and 1 tornado drill with staff and students. In addition, this past fall we did a full lockdown and evacuation drill. We have two rooms designated as tornado shelters.</p> <p>We are designated as a shelter for the Red Cross. They have come to our building to get a great deal of information. I believe the information they gathered dealt with our ability to mass shelter people.</p>	<p>I am not sure what the definition is of a safe room.</p> <p>We have not done much of anything to plan or train for a community disaster.</p>
Paul Grams, McGregor ISD # 004 <a href="mailto:pgrams@mcgregor.k12.mn.us">pgrams@mcgregor.k12.mn.us</a>	Yes. We do have crisis plans that involve fire & tornado drills, evacuation plans and lockdown in place plans.	I don't know of gaps.
Bernie Novak, Aitkin Public Schools <a href="mailto:bnovak@aitkin.k12.mn.us">bnovak@aitkin.k12.mn.us</a>	Yes. We do have crisis plans that involve fire & tornado drills, evacuation plans and lockdown in place plans.	No gaps that I am aware of.

**Program Gaps or Deficiencies**

Outdoor Warning Sirens - The city of McGrath does not have a warning siren.

Storm Shelters - Not all Aitkin County public schools have designated safe rooms.

Backup Power - Not all county facilities have backup power in the event of a disaster.

**4.4.4 Extreme Cold**

Winter in Aitkin County can be a brutal time, and especially dangerous for disabled citizens and outdoor workers. Record temperature lows and arctic-like wind chill factors can cause cold-related illnesses such

as frostbite and hypothermia, which can be deadly. Hypothermia is the greatest and most life-threatening cold weather danger.

In Aitkin County cold winter weather can have severe or fatal impacts. Hypothermia occurs when core body temperature drops below 96°F. Anyone who is exposed to severe cold without enough protection can develop hypothermia. Frostbite occurs when skin tissue and blood vessels are damaged from exposure to temperatures below 32°F. It most commonly affects the toes, fingers, earlobes, chin, cheeks, nose, and other body parts that are often left uncovered in cold temperatures. The NWS issues "Extreme Cold" warnings when it feels like -30°F or colder across a wide area for several hours. Extreme cold watches are issued a day or two before the conditions are expected.

### Extreme Cold History in Aitkin County

Below zero temperatures occur almost every winter for a period of time. January is the coldest month, with daytime highs averaging 20°F and nighttime lows averaging 0°F. However, these averages do not tell the whole story. Maximum temperatures in January have been as high as 54°F and minimums as low as -47°F (The Weather Channel, 2014).

Extreme cold temperatures affect the county nearly every year. Extremely cold air settled over the area on January 31<sup>st</sup> of 1996, and remained entrenched through February 4<sup>th</sup>. A new record low temperature for Minnesota was set in the town of Tower on February 2, 1996, at -60°F. Numerous record low temperatures were set during the period at St. Cloud, Rochester and the Twin Cities. Minneapolis/St. Paul set three new record low temperatures as well as recording the second coldest day on February 2, 1996. A mean temperature of -25°F was measured that day with a high of -17°F and a low of -32°F in the Twin Cities. This was within two degrees of tying the all-time record low temperature set in the Twin Cities and the coldest temperature recorded this century. Many central and southern Minnesota locations set new record low temperatures the morning of the 2<sup>nd</sup>. The governor closed all schools that day.

### Extreme Cold and Climate Change

There is not yet any observable trend related to extreme cold events and climate change in Minnesota. Cold temperatures have always been a part of Minnesota's climate and extreme cold events will continue. However, an increase in extreme precipitation or storm events such as ice storms as the climate changes could lead to a higher risk of residents being exposed to cold temperatures during power outages or other storm-related hazards during extreme cold.

### Relationship to other Hazards

Wildfire - Extreme cold directly impacts firefighting, making fire suppression more difficult and increasing the likelihood of equipment damage.

Public Health - Frozen septic systems can lead to the release of increased levels of untreated wastewater into the environment.

**Public Safety** - Anyone exposed to extremely cold temperatures can develop frostbite and hypothermia. The elderly, children and those who engage in outdoor work or recreation may be most susceptible to the danger of extremely cold temperatures.

#### Plans and Programs in Place

**School Closings** - All school districts in Aitkin County have a school closing policy and communications plan in place if inclement weather or temperatures create a hazardous situation for students or staff. Schools have notification systems which allow them to notify all families who are registered in the school system with up-to-date information.

**Public Warning and Notification** - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page, as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

**Public Education and Awareness** - Aitkin County promotes the National Weather Service's "Winter Hazard Awareness Week" held in November each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.

#### Program Gaps or Deficiencies

No program gaps or deficiencies were identified.

#### 4.4.5 Extreme Heat

Human beings need to maintain a constant body temperature if they are to stay healthy. Working in high temperatures induces heat stress when more heat is absorbed into the body than can be dissipated out. Heat illness such as prickly heat, fainting from heat exhaustion, or heat cramps are visible signs that people are working in unbearable heat. In the most severe cases, the body temperature control system breaks down altogether and body temperature rises rapidly. This is a heat stroke, which can be fatal. The NWS issues a heat advisory when, during a 24-hour period, the temperature ranges from 105°F to 114°F during the day, and remains at or above 80°F at night.

#### Extreme Heat History in Aitkin County

Summer temperatures in Aitkin have reached 100°F (August 1976). July is the warmest month, with an average high of 80°F (The Weather Channel, 2014).

#### Extreme Heat and Climate Change

Minnesota's average temperature has increased more than 1.5°F since recordkeeping began in 1895, with increased warming happening in recent decades (International Climate Adaptation Team, 2013). Annual temperatures in the Midwest have generally been well above the 1901-1960 average since the late 1990s, with the decade of the 2000s being the warmest on record (Kunkel, et al., 2013). The Midwest has experienced major heat waves and their frequency has increased over the last six decades

(Perera, Sanford, White-Newsome, Kalkstein, Vanos, & Weir, 2012). In the U.S, mortality increases 4% during heat waves compared with non-heat wave days (Anderson & Bell, 2011). During July 2011, 132 million people across the U.S were under a heat alert, and on July 20 the majority of the Midwest experienced temperatures in excess of 100°F. Heat stress is projected to increase as a result of climbing summer temperatures and humidity (Schoof, 2012).

#### Relationship to other Hazards

Drought and Wildfire - Dry, hot conditions can reduce the protective moisture of woodlands and increase the risk of wildfire.

Public Safety - Anyone exposed to extreme heat can develop heat exhaustion and heat stroke. The elderly, children and those who engage in outdoor work or recreation may be most susceptible to the danger of extreme heat.

#### Plans and Programs in Place

School Closings - All school districts in Aitkin County have a school closing policy and communications plan in place if inclement weather or temperatures create a hazardous situation for students or staff. Schools have notification systems which allow them to notify all families who are registered in the school system with up-to-date information.

Public Warning and Notification - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page, as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

#### Program Gaps or Deficiencies

No program gaps or deficiencies were identified.

#### 4.4.6 Flash Flood and Riverine Flood

Flooding is a significant natural hazard throughout the United States. The type, magnitude, and severity of flooding are functions of the amount and distribution of precipitation over a given area, the rate at which precipitation infiltrates the ground, the geometry and hydrology of the catchment, and flow dynamics and conditions in and along the river channel. Upstream floods, also called flash floods, occur in the upper parts of drainage basins and are generally characterized by periods of intense rainfall over a short duration. These floods arise with very little warning and often result in locally intense damage, and sometimes loss of life, due to high energy of the flowing water. Flood waters can snap trees, topple buildings, and easily move large boulders or other structures. Six inches of rushing water can upend a person; another 18 inches might carry off a car. Generally, upstream floods cause damage over relatively localized areas, but they can be quite severe. Urban flooding is a type of upstream flood, which involves the overflow of storm drain systems and can be the result of inadequate drainage combined with heavy rainfall or rapid snowmelt. Upstream or flash floods can occur at any time of the year in Minnesota, but

they are most common in the spring and summer. Two flash floods have been recorded in Aitkin County since 2002.

Downstream floods, sometimes called riverine floods, refer to floods on large rivers at locations with large upstream catchments. Downstream floods are typically associated with precipitation events that are of relatively long duration and occur over large areas. Flooding on small tributary streams may be limited, but the contribution of increased runoff may result in a large flood downstream. The lag time between precipitation and the flood peak is much longer for downstream floods than for upstream floods, generally providing ample warning for people to move to safe locations and, to some extent, secure some property against damage.

### Flood History in Aitkin County

Flooding in Aitkin County is a major concern because the Mississippi River floodplain consumes a large portion of the county. There has been some flooding in the history of Aitkin County associated with the Mississippi River. In 1950, heavy spring flooding culminated in a substantial flood, ultimately causing the local government to develop a solution to prevent future damages. The Mississippi River Diversion Channel, located north of Aitkin, was part of that solution. It stands as the only diversion channel on the Mississippi river between Lake Aitkin and the Gulf of Mexico. Later in the 1970s, a dike system was established to further protect the city.

In April of 1995, the Mississippi River began rising due to rapid snowmelt and heavy rainfall from a storm system passing over the county. Property damage was minimal, with only one house in Brainerd that reported flooding. However, many secondary roads were washed out or had standing water.

An area where erosion is a problem by the Mississippi River is along Aitkin County State-Aid Highway (CSAH) 10. The riverbank failed most recently on August 16<sup>th</sup>, 1998. The failure affected one lane of the highway, and the county closed it to traffic. The Aitkin County Board requested a Stream Bank Protection study from the U.S. Army Corps of Engineers in August 1998. The St. Paul District completed the study and the project was approved on May 10, 1999. Rock placement was completed in February 2001. Willow plantings and seeding were completed in November 2001.

In the spring of 2001, lingering snow pack with a high water content, combined with three heavy rainfall events during the month of April, led to significant flooding along parts of the Mississippi River, Sandy River, and Big Sandy Lake. The water level came within 4 inches of rendering the City of Aitkin sewage treatment plant inoperative. During this time, the wastewater treatment plant went into emergency operation. Despite sandbagging efforts, thousands of dollars in damage to homes, businesses, and roads occurred. Damage to public property was estimated at \$675,000 countywide. Dollar loss to private property was not available for this study. The 2001 flood reached the second highest elevation since 1950. The flooding along the Mississippi River in 2001 was also accompanied by flooding on Big Sandy Lake resulting in approximately 200 homes being flooded. These houses were all located within the water easement used by the Army Corps of Engineers. Some township roads around Big Sandy were under water.

Aitkin Township is located in a natural floodplain, causing flooding on individual properties when dams are released upstream. In Idun Township flooding is experienced nearly every year resulting in road damages and washouts. Kimberly Township has indicated that flooding from excessive rainfall is a problem and causes roads and culverts to wash out. Farm Island Township received money from FEMA to repair road damages caused by heavy rains in April 2001. Flooding in the spring of 2001 also caused road damages in Spencer Township. Logan Township has two rivers within its borders that have caused damages in the past when water levels have risen above normal. Spring flooding in Shamrock Township on Big Sandy Lake can occur and cause water and ice damages along the lakeshore. Road washouts in the springtime have also been a problem in Lakeside Township.

The most recent flooding event in Aitkin County occurred in June of 2012. Heavy precipitation in Aitkin County, the upper Mississippi Headwaters Region and the Big Sandy Lake watershed caused severe flooding along the Mississippi River and Big Sandy Lake. The flooding persisted on Big Sandy Lake and the Mississippi River for weeks. The crest on the Mississippi River at Aitkin of 18.71 feet was the highest level since the diversion channel was constructed following the 1950 flood. The crest on Big Sandy Lake at 1222.93 feet was over a foot higher than 2001 and the highest level since records started being kept in 1972. This flood event resulted in over 100,000 sandbags being deployed, electrical services being disrupted and roads being impassable - cutting off a significant population from emergency services. This disaster (Federal Disaster Declaration: DR-4069) affected hundreds of homes and had public sector cost of over \$1.7 million dollars.

Numerous roads in the county were closed due to washed out roadbeds and culverts, and high water levels. Cabins, roads, and boatlifts around Big Sandy Lake were under water, as heavy rains caused lake levels to rise 6' above normal. Homes along the Rice River also flooded (CBS Minnesota, 2012).

In an interview with Minnesota Public Radio in late June, 2012, Aitkin County Sheriff Scott Turner figured that more than 250 homes across the county were affected by high water. The town of Aitkin ran 3 bilge pumps nonstop to keep water from backing up into the wastewater treatment system, pumping around 14 million gallons a day (Robertson, 2012).

Table 24 below lists Aitkin County's historical floods since 1996 as recorded by the NODC.

Table 24. Aitkin County Historical Floods (1996-May 2014)

Location or County	Date	Type	Deaths	Injuries	Property Damage
Aitkin	5/1/2013	Flood	0	0	0
Aitkin	4/30/2013	Flood	0	0	0
Libby	7/1/2012	Flood	0	0	0
Aitkin	7/1/2012	Flood	0	0	0
Libby	6/20/2012	Flood	0	0	0
Aitkin	6/17/2012	Flood	0	0	0
Libby	6/1/2012	Flood	0	0	0
Aitkin	6/1/2012	Flood	0	0	0
Aitkin	5/26/2012	Flood	0	0	0

Location or County	Date	Type	Deaths	Injuries	Property Damage
Aitkin	5/5/2011	Flood	0	0	0
Aitkin	4/11/2011	Flood	0	0	0
Nichols	12/7/2010	Flood	0	0	0
Aitkin Airport	11/1/2010	Flood	0	0	0
Aitkin	7/14/2009	Flash Flood	0	0	0
Redtop	7/7/2002	Flash Flood	0	0	0
Highest Value Property Damage:					0

Source: National Climatic Data Center

The National Oceanic and Atmospheric Administration (NOAA) Advanced Hydrologic Prediction Service provides information from gage locations at points along various rivers across the United States. There is one stream gage in Aitkin County, on the Mississippi River at the city of Aitkin.

Table 25. Historical Flood Crests for USGS gaging station on the Mississippi River at Aitkin

Date	Gage Height (Feet)	Streamflow (cfs)
May 20, 1950	22.49	20,000
Jun. 1888	19.80	13,100
Jul. 06, 1905	19.50	12,400
Apr. 29, 1916	19.30	12,000
Jun. 09, 1944	18.80	12,600
Apr. 27, 1948	18.77	12,000
May 12, 1938	18.70	12,000
Jun. 28, 2012	18.61	15,200
1899	18.40	10,900
Jun. 15, 1908	18.20	10,300

### Vulnerability and Future Development

For all new development, Aitkin County Planning and Zoning's Department has a stand-alone Floodplain Ordinance (June 6, 2001) that requires all new roads and driveways be built within 2 feet of the regulatory flood elevation, which is 1 foot above the 100-year flood mark for flood protection elevation. In addition, county GIS capabilities for making land use decisions is considerably greater than it was 10 years ago, and reduces chances of making mistakes when it comes to any new development in flood-prone areas. Prior to any new construction, parcel data is reviewed to make a determination if it is inside or outside of the floodplain. If there is a difficult time determining this, a surveyor will visit the property to make an official determination. If a property is deemed to be built within the floodplain, then an Elevation Certificate must be provided by the builder to prove that they have built on fill above the required flood protection elevation through mitigation efforts (Terry Neff, Aitkin County Environmental Services Director).

All cities in Aitkin county report that they address improvements to culverts on an annual basis to assist with water drainage as needed to mitigate against road flooding.

The City of Aitkin has been trying to get easements for the dike/levee that is currently in place. The dike is in need of maintenance; however, back in the day, easements were not recorded. Getting easements now has been a lengthy process and is not complete. Until Aitkin has all of the easements, the city cannot begin to work on maintenance of the dike.

According to John Welle, Aitkin County Engineer,

We are constantly working to reduce potential impacts to our local road system resulting from disaster events. Improving drainage along our unimproved roadways and raising roadways in flood-prone areas makes those roads less susceptible to flood damage. Replacing culverts when they are deteriorated greatly reduces the probability of road washouts during flooding events. Clearing of trees that are close to the road reduces the risk of downed trees blocking highways during wind or ice events. We also try to remove beaver dams that are holding back dangerously high volumes of water, although this is often complicated by land ownership issues.

### Hazus-MH Hazard Analysis

Hazus-MH was used to estimate the damages incurred for a 100-year flood event in Aitkin County using a Q3 and a 10-meter DEM (digital elevation model) to create a flood depth grid.

Aitkin County specific building data was sourced from the parcel tax databases and building location point databases included building valuations and occupancy class. Building counts were aggregated from the individual parcel records to the relevant census administrative boundaries. There are an estimated 18,017 buildings in the region with a total replacement value (excluding contents) of \$1.2 billion (2006 dollars). Approximately 87.6% of the buildings (and 80.25% of the building value) are associated with residential housing. Using the Aitkin County general building stock, the Hazus model reported an estimated 403 buildings will be at least moderately damaged. This is over 28% of the total number of buildings in the scenario. There are an estimated 204 buildings that will be completely destroyed.

The total economic loss estimated for the flood is \$73 million dollars, which represents 8.5% of the total replacement value of the scenario buildings. Building losses are broken into two categories: direct building losses and business interruption losses. The direct building losses are the estimated costs to repair or replace the damage caused to the building and its contents. The business interruption losses are associated with inability to operate a business because of the damage sustained during the flood. Business interruption losses also include the temporary living expenses for those people displaced from their homes because of the flood. The total building-related losses were \$72.6 million dollars. 1% of the estimated losses were related to the business interruption of the region. Residential occupancies made up 72.8% of the total loss.

The reported building counts should be interpreted as degrees of loss rather than an exact number of buildings exposed to flooding. These numbers were derived from aggregate building inventories which



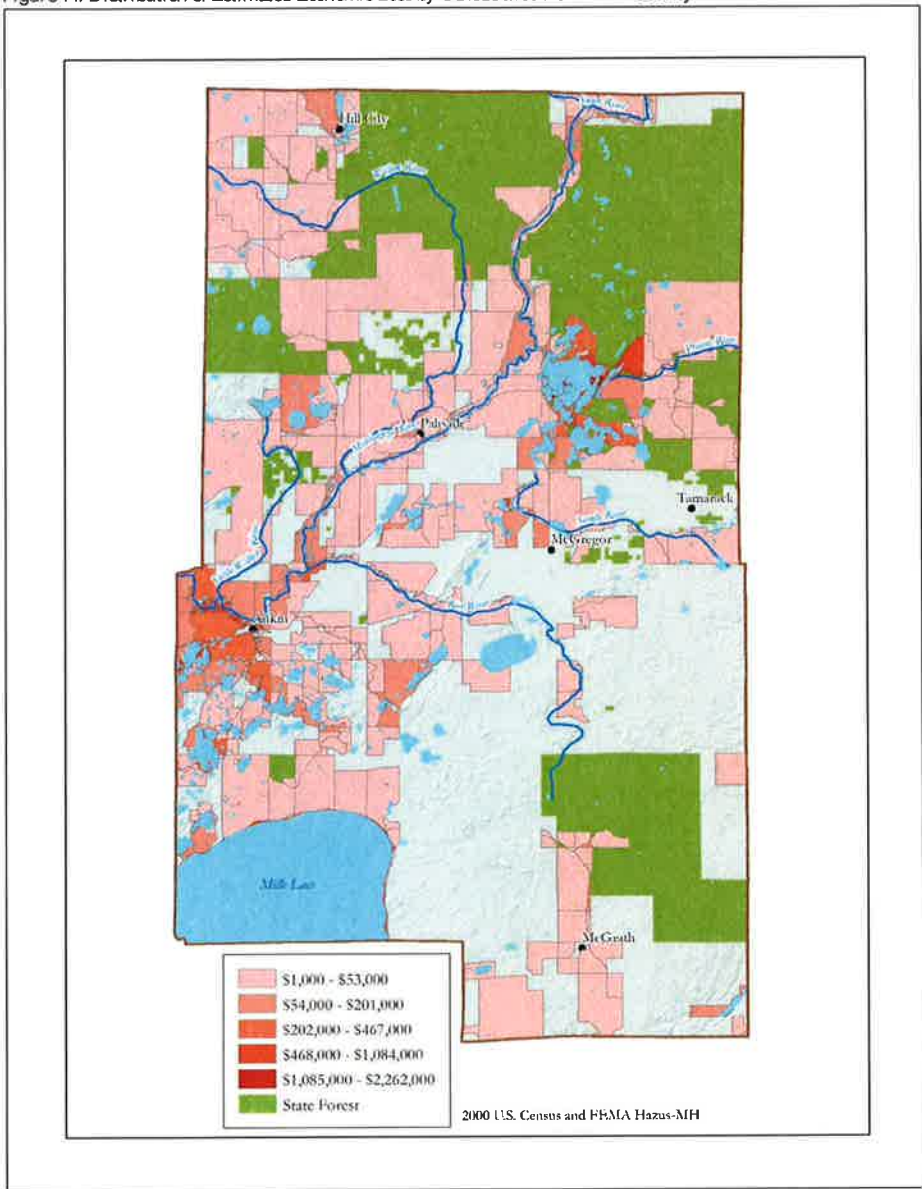
are assumed to be dispersed evenly across census blocks. Hazus-MH requires that a predetermined amount of square footage of a typical building sustain damage in order to produce a damaged building count. If only a minimal amount of damage to buildings is predicted, it is possible to see zero damaged building counts while also seeing economic losses. The total estimated number of damaged buildings, total building losses, and estimated total economic losses are shown in

Table 26. The distribution of economic losses for Aitkin County is depicted in Figure 14.

Table 26. Aitkin County Total Economic Loss from 100-Year Flood

General Occupancy	Estimated Total Buildings	Total Damaged Buildings	Total Building Exposure (In \$1000s)	Total Economic Loss (In \$1000s)	Building Loss (In \$1000s)
Agricultural	1517	9	\$83,409	\$8,382	\$1,144
Commercial	405	7	\$38,246	\$3,855	\$715
Education	13	0	\$38,830	\$1,073	\$164
Government	140	0	\$24,722	\$1,482	\$199
Industrial	45	0	\$12,430	\$479	\$94
Religious/ Non-Profit	115	0	\$41,782	\$4,622	\$818
Residential	15,782	394	\$972,529	\$53,193	\$35,387
Total	18,017	410	\$1,211,948	\$73,086	\$38,521

Figure 14. Distribution of Estimated Economic Loss by Census Block for Aitkin County in 100-Year Flood



Census blocks of concern should be reviewed in more detail to determine the actual percentage of facilities that fall within the flood hazard areas. The aggregate losses reported in this study may be overstated because values are distributed evenly in a census block. The 3 census blocks showing the highest estimated loss values are shown in Table 27, with their spatial extents shown in Figure 15, Figure 16, and Figure 17.

Table 27. Aitkin County Census Blocks with the Greatest Estimated Total Losses in the 100-Year Floodplain

Census Block Number	Total Estimated Loss	Location
270019901001127	\$2,262,000	Big Sandy Lake
270019901001164	\$2,256,000	Big Sandy Lake
270019901001168	\$1,521,000	Big Sandy Lake

Figure 15. Census Block 270019901001127 and 100-Year Floodplain on Big Sandy Lake

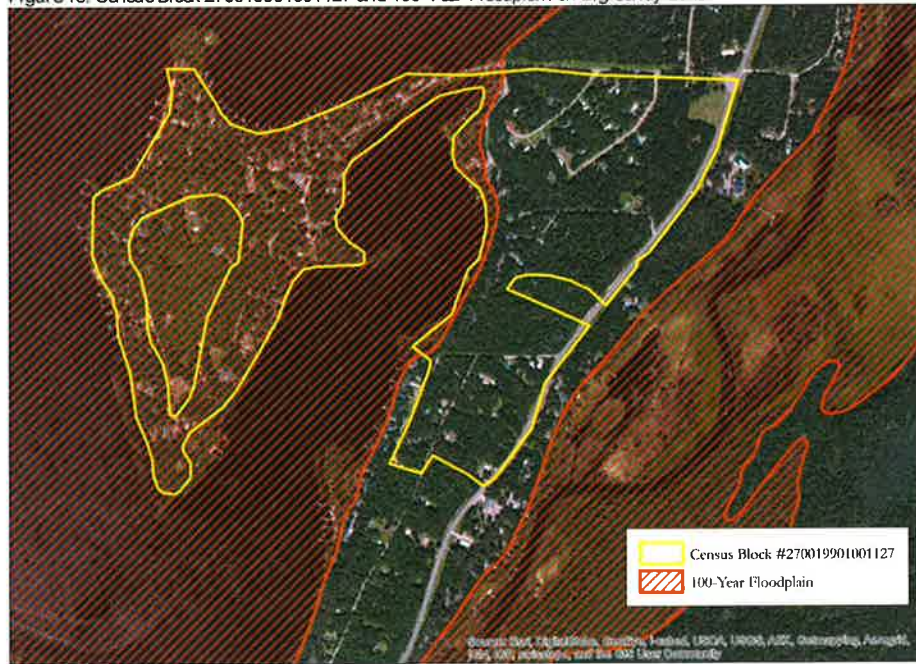




Figure 16. Census Block 270019901001164 and 100-Year Floodplain on Big Sandy Lake



Figure 17. Census Block 270019901001168 and 100-Year Floodplain on Big Sandy Lake



Another analysis was performed by selecting only the parcels with the highest values (building plus contents) that fell within the 100-year floodplain. The results of this analysis (and total values) are shown in Table 28.



Table 28. Aitkin County Properties with Highest Building/Contents Value Intersecting 100-Year Floodplain

Edited Parcel ID Number	Parcel Building + Contents Total Value	Class Description	Building Area (ft <sup>2</sup> )
29-1-377600	\$3,015,800	Churches/Non-Profit	34,945
56-0-157800	\$1,573,200	Residential Multi-dwellings (5-9 units)	13,040
56-0-158300	\$1,388,600	Retail Trade	4
56-0-175100	\$1,150,200	Residential Multi-dwellings (5-9 units)	12,686
01-0-051700	\$912,600	General Government Services	1
56-0-158000	\$902,200	Retail Trade	24,810
08-0-019600	\$798,000	General Government Services	12,024
56-0-124307	\$763,600	Retail Trade	26,976
56-0-158200	\$759,800	Retail Trade	10,561
29-0-014404	\$620,100	Single Family Dwelling	11,612
Total	\$11,884,100		

### Hazus-MH Essential Facility Loss Analysis

Essential facilities encounter the same impacts as other buildings within the flood boundary: structural failure, extensive water damage to the facility, and loss of facility functionality (i.e. a damaged police station will no longer be able to serve the community). Only 1 of the essential facilities (care facilities, fire stations, police stations, and schools) included in the Hazus-MH analysis falls within the flood boundary, a fire station in Jacobson, with expected damage classified as "At Least Moderate" (Table 29 and Figure 18).

Table 29. Aitkin County Essential Facilities within estimated 100-Year Flood Boundary

Type	Name	Site Address	City
Fire Station	Jacobson Fire Department	68368 198th Avenue	Jacobson

Figure 18. Jacobson Fire Department and 100-Year Floodplain



### Hazus-MH Shelter Requirement Analysis

Hazus-MH estimates the number of households that are expected to be displaced from their homes due to the flood and the associated potential evacuation. Hazus-MH also estimates those displaced people that may require accommodations in temporary public shelters. The model estimates 726 households will be displaced due to the flood. Displacement includes households evacuated from within or very near to the inundated area. Of these, the model estimates 794 people (out of a total 2000 census population of 15,301) may seek temporary shelter in public shelters.

### Hazus-MH Debris Generation Analysis

Hazus estimates the amount of debris that may be generated by the flood. The model breaks debris into three general categories: 1) Finishes (dry wall, insulation, etc.), 2) Structural (wood, brick, etc.) and 3) Foundations (concrete slab, concrete block, rebar, etc.). This distinction is made because of the different types of material handling equipment required to handle the debris.

The model estimates that a total of 33,042 tons of debris may be generated. Finishes composes 37% of the total and structural composes another 37% of the total. If the debris tonnage is converted into an estimated number of truckloads, it will require 1,322 truckloads (@25 tons/truck) to remove the debris generated by the flood.

## Flooding and Climate Change

As Minnesota's climate changes, the quantity and character of precipitation is changing. Average precipitation has increased in the Midwest since 1900, with more increases in recent years. The Midwest has seen a 45% increase in very heavy precipitation (defined as the heaviest 1% of all daily events) from 1958 to 2011 (National Climate Assessment Development Advisory Committee, 2013). This precipitation change has led to amplified magnitudes of flooding. Increased precipitation may also show seasonal changes, trending toward wetter springs and drier summers and falls. An example of a recent year with this character was 2012, when many MN counties were eligible for federal disaster assistance for drought, while others were eligible for flooding, and seven were eligible for both in the same year (Seeley, 2013).

## Relationship to other Hazards

Severe storms and blizzards - Slow moving thunderstorms and snow melt can contribute to flooding and, under the right circumstances, flash flooding.

Dam Failure - Flood events can compromise the structural integrity of dams.

Public Health - Public health can be affected as a result of wastewater spills due to flooding or power failures.

Water Main Breaks - Surges in water pressure as a result of water pumps starting after power outages can lead to water main breaks.

## Plans and Programs in Place

Floodplain Ordinances - The Aitkin County Office of Zoning and Environmental Services and cities within the county have floodplain ordinances in place which regulate development and setbacks on shorelines and include the state floodplain and shoreland standards. These programs set minimum standards for local units of government that regulate development within shoreland and floodplain areas. Aitkin County and the cities of Aitkin, Hill City, McGregor, and Palisade have adopted floodplain ordinances, though the Hill City and McGregor ordinances need to be amended.

National Flood Insurance Program (NFIP) - The NFIP is a federal program created by Congress to mitigate future flood losses nationwide through sound, community-enforced building and zoning ordinances and to provide access to affordable, federally-backed flood insurance protection for property owners. The NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the federal government that states that if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas (SFHAs), the federal government will make flood insurance available within the community as a financial protection against flood losses. Aitkin County and the cities of Aitkin, Hill City, McGregor, and Palisade are members of the National Flood Insurance Program. Aitkin, Hill City, McGregor, and Palisade are FEMA Mapped High Risk Areas. The cities of McGrath and Tamarack are not members of the NFIP, but neither have FEMA Mapped High Risk Areas.



**Road Infrastructure and Drainage** - Public Works staff at the county, city and township level work on culvert and ditch maintenance to prevent road flooding. Ice dams in culverts are monitored and addressed to reduce road flooding during spring thaws. The county has put a priority on culvert improvements to avoid road washouts.

**Stream Gauging** - The National Weather Service and the U.S Geological Society provide real-time websites that gauge stream flow in area streams and rivers. Mississippi River flowage levels for the city of Aitkin can be accessed online and used to inform the public of areas expected to be flooded as the river level rises.

**U.S Army Corps of Engineers (USACE)** - The Army Corps of Engineers has a notification list of at-risk properties within Aitkin County, and provides hourly updates on flowage at the Big Sandy Lake dam. The USACE also has a GIS inventory of structures and roads within their identified flowage easements.

**Repetitive Loss Structures** - Aitkin County has the ability to purchase repetitive loss properties. However, there are no repetitive loss properties in the county.

**Mississippi River Diversion Channel** - The Mississippi River Diversion Channel, located north of Aitkin, was constructed to protect the city of Aitkin from flooding by the Mississippi River. Later in the 1970s, a dike system was established to further protect the city. Local officials continue to advocate for additional infrastructure improvements to reduce the impacts of Mississippi River flooding in the Aitkin, Palisade and Big Sandy Lake areas.

**Public Warning and Notification** - In the event of emergencies or hazardous conditions that require timely and targeted communication to the public, Aitkin County utilizes the CodeRED Mass Notification System and the Aitkin County Sheriff's Office Facebook page, as well as local news media. Aitkin County promotes the use of NOAA weather radios by critical facilities and the public to receive information broadcast from the National Weather Service.

#### **Program Gaps or Deficiencies**

**Diversion Channel** - Ongoing maintenance and repairs are needed to the Mississippi Diversion Channel north of the city of Aitkin.

**Mississippi River Dike Easement** - If the city of Aitkin wants to inspect the dike which surrounds the low parts of Aitkin, they do not have an easement to do so and do not have the ability to maintain the dike. With legal authority this would be possible, but landowners have resisted granting an easement to the city.

**Beaver Dams and Flood Risk** - Beaver dams have impounded many areas with water, and under normal rain events they are not a problem. However, in the event of flash flooding, when beaver dams break, road infrastructure is burdened with a major additional flow of water.

Road and Culvert Improvements - Aitkin County strives to constantly improve its road and culvert infrastructure against flooding, but is limited by financial resources to go beyond maintenance on some projects.

#### 4.4.7 Drought

A drought refers to an extended period of deficient rainfall relative to the statistical mean for a region. Drought can be defined according to meteorological, hydrological, socioeconomic, and agricultural criteria. Meteorological drought is qualified by any significant deficit of precipitation. Hydrological drought is manifest in noticeably reduced river and stream flow and critically low groundwater tables. The term agricultural drought indicates an extended dry period that results in crop stress and harvest reduction. Socioeconomic drought refers to the situation that occurs when water shortages begin to affect people and their lives. It associates economic goods with the elements of meteorological, agricultural, and hydrological drought. Many supplies of economic goods (e.g., water, food grains, and hydroelectric power) are greatly dependent on the weather. Due to natural variations in climate, water supplies are high in some years but low in others. Fluctuating long-term climate variations make drought difficult to predict.

#### Drought History in Aitkin County

National Climatic Data Center records show no droughts in Aitkin County. However, the county was part of a 2003 U.S. Department of Agriculture designation of 62 counties in Minnesota as primary agricultural disaster areas due to drought.

The hazard ranking of drought in Aitkin County is moderate. A drought may not have a severe impact on human life due to decreased water access; however, droughts in Aitkin County are of particular concern because of the potential for forest fires as well as the impacts lower lake levels have on recreation.

#### Drought and Climate Change

Droughts have been happening throughout Minnesota's history and it is not yet clear how climate change may impact this (International Climate Adaptation Team, 2013). While there was no apparent change in drought duration in the Midwest over the past century (Dai, 2011), the average number of days without precipitation is projected to increase in the future (National Climate Assessment Development Advisory Committee, 2013).

Even in areas where precipitation does not decrease, projected higher air temperatures will cause increased surface evaporation and plant water loss, leading to drier soils. As soil dries out, a larger proportion of the incoming heat from the sun goes into heating the soil and adjacent air rather than evaporating its moisture, resulting in hotter summers under drier climatic conditions (Mueller & Seneviratne, 2012).

#### Relationship to other Hazards

Wildfires - A drought situation can significantly increase the risk of wildfire.

### **Plans and Programs in Place**

Aitkin County Comprehensive Water Plan - Aitkin County has a water plan in place that describes major aquifers and addresses water needs within the county. The Aitkin County Soil and Water Conservation District (SWCD) oversees updating the plan and identifying priorities for surface water and ground quality and quantity. Cities in Aitkin County are covered under the plan.

Well Monitoring - The Aitkin County SWCD routinely monitors six wells throughout the county for water levels for ground waters.

### **Program Gaps or Deficiencies**

No program gaps or deficiencies were identified.

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## SECTION 5 – MITIGATION STRATEGY

The goal of mitigation is to protect lives and reduce the future impacts of hazards including property damage, disruption to local and regional economies, the amount of public and private funds spent to assist with recovery, and to build disaster-resistant communities. Mitigation actions and projects should be based on a well-constructed risk assessment, provided in Section 4 of this plan. Mitigation should be an ongoing process adapting over time to accommodate a community's needs.

### 5.1 Community Capability Assessment

The capability assessment identifies current activities used to mitigate hazards. The capability assessment identifies the policies, regulations, procedures, programs, and projects that contribute to the lessening of disaster damages. The assessment also provides an evaluation of these capabilities to determine whether the activities can be improved in order to more effectively reduce the impact of future hazards. The following sections identify existing plans and mitigation capabilities within all of the communities.

#### 5.1.1 National Flood Insurance Program (NFIP)

The NFIP is a federal program created by Congress to mitigate future flood losses nationwide through sound, community-enforced building and zoning ordinances and to provide access to affordable, federally-backed flood insurance protection for property owners. The NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the federal government that states that if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas (SFHAs), the federal government will make flood insurance available within the community as a financial protection against flood losses.

Aitkin County and the cities of Aitkin, Hill City, McGregor, and Palisade are members of the National Flood Insurance Program. Aitkin, Hill City, McGregor, and Palisade are FEMA Mapped High Risk Areas. The cities of McGrath and Tamarack are not members of the NFIP, but neither have FEMA Mapped High Risk Areas. According to the 2009 update of the Aitkin County Comprehensive Local Water Management Plan, areas of the base (100-year) flood have been identified by the National Flood Insurance Program. These floodplain areas are represented on Flood Insurance Rate Maps (F.I.R.M.) as of March 15, 1982.

There are no repetitive loss properties in the county.

#### 5.1.2 Plans and Ordinances

Aitkin County and its incorporated communities have a number of plans and ordinances in place to ensure the safety of residents and the effective operation of communities. These include the Comprehensive Land Use Plan, Comprehensive Local Water Management Plan, Comprehensive Recreation Trail Plan, and ordinances relating to law enforcement, land & recreation, environmental services, planning & zoning, and food/beverages/lodging. In Section 4.4 of this plan (Hazard Profiles) a review of the plans and programs in place as well as any identified program gaps or deficiencies was

included as related to each of the natural hazards addressed in the plan. Information was collected through phone interviews and email surveys with representatives of the county, cities, and school districts. The review of this information was used to inform the development of mitigation strategies for the 2014 plan update.

## 5.2 Mitigation Goals

In Section 4.0 of this plan, the risk assessment identified Aitkin County as prone to a number of natural hazards. The steering committee members understand that although hazards cannot be eliminated altogether, Aitkin County can work toward building disaster-resistant communities.

The goals, strategies and objectives listed in the 2014 Minnesota State Hazard Mitigation Plan were adopted for use in the Aitkin County Plan (Table 30). This framework will allow for integration of the mitigation actions that are listed by Aitkin County and its jurisdictions into the state plan. The state will then be able to develop a statewide strategy that will benefit all of Minnesota.

Table 30. Goals, Strategies, and Objectives from 2014 Minnesota State Hazard Mitigation Plan

Flooding Goal: Reduce deaths, injuries, property loss and economic disruption due to all types of flooding (riverine, flash flooding, dam/levee failure)	
Mitigation Strategy	Objectives
Prevention:	Planning, technical studies, training, adoption of ordinances and legislation, acquisition and use of equipment, establishing shelters, and encouraging participation in NFIP and CRS will be used to prevent or reduce risks to lives and property from flooding.
Property Protection:	Acquisition, repair, or retrofitting of property and acquisition and use of equipment will be used to prevent or reduce risks to property from flooding.
Public Education and Awareness	Public education and access to information will be used to raise public awareness of risks from flooding in order to prevent or reduce those risks.
Natural Resource Protection:	Stream corridor protection projects and restoration and soil erosion control projects will be used to prevent or reduce risks and increase the protection of natural resources from flooding.
Emergency Services:	Technological improvements, warning systems, responder training, emergency response services, acquisition and use of equipment, and planning will provide emergency services to prevent or reduce the risks to lives and property from flooding.
Structural Improvements:	Construction and maintenance of drains, sewer drainage and separation projects, floodwalls, dams, culverts, levees, roads, bridges, and general flood protection projects will be used to prevent or reduce damages from flooding, loss of services to critical equipment, and the risks they pose to lives, property, and the natural environment.
Wildfire Goal: Reduce deaths, injuries, property loss, natural resource and economic disruption due to wildfire.	
Mitigation Strategy	Objectives

Prevention:	Enforcement of regulations, adoption of ordinances, technical studies, and planning will be used to prevent or reduce wildland fires and the risks they pose to lives, property, and the natural environment.
Property Protection:	Vegetation management, defensible space, and water treatment measures (for example, sprinklers) will be used to prevent or reduce the risk of wildland fires.
Public Education and Awareness:	Public education and access to information will be used to raise public awareness of risks from wildland fires in order to prevent or reduce those risks, specifically the Firewise program.
Emergency Services:	Planning, responder training, acquisition and use of equipment, evacuations, warning systems, technological improvements, and emergency response services will provide emergency services to prevent or reduce risks to lives and property from wildland fires.
Structural Improvements:	New or retrofit construction utilizing fire resistant building materials and installation and maintenance of sprinkler and warning systems will be used to prevent or reduce the risk of wildland fires.
<b>Windstorms Goal: Reduce deaths, injuries, property loss, and economic disruption due to windstorms.</b>	
Mitigation Strategy	Objectives
Prevention:	Planning, training, technical studies, acquisition and use of equipment, adoption of ordinances and legislation, and construction of new or retrofitting safe rooms will be used to prevent or reduce risks from windstorms to lives, property, and economic activity.
Property Protection:	Constructing safe rooms and storm shelters, retrofitting, and vegetation management will be used to prevent or reduce risks to the protection of property from windstorms.
Public Education and Awareness:	Public education, warning systems, and access to information will be used to raise public awareness of risks from windstorms in order to prevent or reduce those risks.
Emergency Services:	Warning systems, responder training, emergency response services, technological improvements, and response and recovery planning will provide emergency services to prevent or reduce risks from windstorms.
Structural Improvements:	Construction of storm shelters and safe rooms and maintenance of other structural projects will be used to prevent or reduce risks from windstorms.
<b>Severe Winter Storms Goal: Reduce deaths, injuries, property loss, and economic disruption due to severe winter storms.</b>	
Mitigation Strategy	Objectives
Prevention:	Acquisition and use of equipment, adoption and enforcement of ordinances and legislation, planning, training, and technical studies will be used to prevent or reduce risk to the protection of lives, property, and economic activity from the risks from severe winter storms.
Property Protection:	Acquisition and use of equipment and vegetation management will be used to prevent or reduce risks to property from severe winter storms.
Public Education and Awareness:	Public education, warning systems, access to information, and outreach projects will be used to raise public awareness of the risks from severe winter storms in order to reduce those risks.

Emergency Services:	Acquisition and use of equipment, emergency response services, warning systems, technological improvements, planning, and responder training will provide emergency services to prevent or reduce risks from severe winter storms.
Structural Improvements:	Structural projects for critical infrastructure will be implemented and maintained to prevent or reduce risks from severe winter storms.
<b>Lightning Goal: Reduce deaths, injuries, property losses, loss of services, and economic disruption due to lightning</b>	
Mitigation Strategy	Objectives
Prevention:	Planning, technical studies, acquisition and use of equipment, adoption of ordinances and legislation, and establishing shelters will be utilized to prevent or reduce the risks from lightning.
Property Protection:	Retrofits and construction of safe rooms and storm shelters will be used to prevent or reduce the risks to property from lightning.
Public Education and Awareness:	Public education, outreach projects, and access to information will be used to raise public awareness of risks from lightning in order to prevent or reduce those risks.
Emergency Services:	Responder training, warning systems, emergency response services, planning, acquisition and use of equipment, and technological improvements will provide emergency services to prevent or reduce risks to lives and property from lightning.
Structural Improvements:	The construction of safe rooms, shelters, and underground utility lines as well as maintenance of structural projects will be used to prevent or reduce risks from lightning.
<b>Tornado Goal: Reduce deaths, injuries, property loss, and economic disruption due to tornadoes.</b>	
Mitigation Strategy	Objectives
Prevention:	Adoption of ordinances and legislation, acquisition and use of equipment, planning, conducting technical training, studies, and retrofit or construction of safe rooms will be used to prevent or reduce risks to lives, property, and economic activity from tornadoes.
Property Protection:	Constructing safe rooms and storm shelters, and retrofits will be used to prevent or reduce risks to property from tornadoes.
Public Education and Awareness:	Warning systems, IPAWS, public education, and access to information will be used to raise public awareness of risks from tornadoes in order to prevent or reduce those risks.
Emergency Services:	Warning systems, technological improvements, responder training, planning, emergency response services, and acquisition and use of equipment will provide emergency services to prevent or reduce risks from tornadoes.
Structural Improvements:	Construction of storm shelter and safe rooms and maintenance of other structural projects will be used to prevent or reduce risks from tornadoes.
<b>Drought Goal: Reduce economic loss and environmental impacts due to drought</b>	
Mitigation Strategy	Objectives
Prevention:	Planning, acquisition and use of equipment, and technical studies will be used to prevent or reduce risks from drought.



Property Protection:	Water treatment measures will be used to prevent or reduce risks to property from drought.
Public Education and Awareness:	Public education and access to information will be used to raise public awareness of risks from drought in order to prevent or reduce those risks.
Natural Resource Protection:	Planning and implementing watershed plans will be used to prevent or reduce risks from drought.
Structural Improvements:	Technological improvements and acquisition of equipment for structural projects will be used to prevent or reduce risks from drought.
Extreme Heat Goal: Reduce deaths, injuries, and economic disruption due to extreme heat.	
Mitigation Strategy	Objectives
Prevention:	Planning and the acquisition and use of equipment will be used to prevent or reduce risks from extreme heat.
Property Protection:	Acquisition and use of equipment will be used to prevent or reduce risks to property and economic disruption from extreme heat.
Public Education and Awareness:	Public education and access to information will be used to raise public awareness of the risks from extreme heat in order to prevent or reduce those risks.
Structural Improvements:	Planning, responder training, warning systems, establishing shelters, and technological improvements will provide emergency services to prevent or reduce risks from extreme heat.
Extreme Cold Goal: Reduce deaths, injuries, property loss, and economic disruption due to extreme cold.	
Mitigation Strategy	Objectives
Prevention:	Planning and the acquisition and use of equipment will be used to prevent or reduce risks from extreme cold.
Property Protection:	Acquisition and use of equipment will be used to prevent or reduce risks to property and economic disruption from extreme cold.
Public Education and Awareness:	Public education and access to information will be used to raise public awareness of the risks from extreme cold in order to prevent or reduce those risks.
Structural Improvements:	Planning, responder training, warning systems, establishing shelters, and technological improvements will provide emergency services to prevent or reduce risks from extreme cold.

### 5.3 Mitigation Actions and Projects

Upon completion of the risk assessment and development of the goals and objectives, the planning committee was provided a list of the six mitigation measure categories from the FEMA State and Local Mitigation Planning How to Guides. The List of Mitigation Actions by Strategy provided by HSEM was used to assist in identifying mitigation action strategies. The measures are listed as follows:

- Prevention: Government, administrative, or regulatory actions or processes that influence the way land and buildings are developed and built. These actions also include public activities to

reduce hazard losses. Examples include planning and zoning, building codes, capital improvement programs, open space preservation, and stormwater management regulations.

- Property Protection:** Actions that involve the modification of existing buildings or structures to protect them from a hazard or removal from the hazard area. Examples include acquisition, elevation, structural retrofits, storm shutters, and shatter-resistant glass.
- Public Education and Awareness:** Actions to inform and educate citizens, elected officials, and property owners about the hazards and potential ways to mitigate them. Such actions include outreach projects, real estate disclosure, hazard information centers, and school-age and adult education programs.
- Natural Resource Protection:** Actions that, in addition to minimizing hazard losses, preserve or restore the functions of natural systems. These actions include sediment and erosion control, stream corridor restoration, watershed management, forest and vegetation management, and wetland restoration and preservation.
- Emergency Services:** Actions that protect people and property during and immediately after a disaster or hazard event. Services include warning systems, emergency response services, and protection of critical facilities.
- Structural Projects:** Actions that involve the construction of structures to reduce the impact of a hazard. Such structures include dams, levees, floodwalls, seawalls, retaining walls, and safe rooms.

In the review and discussion of selected mitigation strategies and actions, steering committee members and public meeting participants were asked to consider the ranking of mitigation actions by priority for implementation. Guidance for ranking mitigation activities is drawn from FEMA evaluation criteria. The evaluation criteria (STAPLE+E) involved the following categories and questions.

**Social:**

- Will the proposed action adversely affect one segment of the population?
- Will the action disrupt established neighborhoods, break up voting districts, or cause the relocation of lower income people?

**Technical:**

- How effective is the action in avoiding or reducing future losses?
- Will it create more problems than it solves?
- Does it solve the problem or only a symptom?
- Does the mitigation strategy address continued compliance with the NFIP?

**Administrative:**

- Does the jurisdiction have the capability (staff, technical experts, and/or funding) to implement the action, or can it be readily obtained?
- Can the community provide the necessary maintenance?
- Can it be accomplished in a timely manner?

**Political:**

- Is there political support to implement and maintain this action?

- Is there a local champion willing to help see the action to completion?
- Is there enough public support to ensure the success of the action?
- How can the mitigation objectives be accomplished at the lowest cost to the public?

**Legal:**

- Does the community have the authority to implement the proposed action?
- Are the proper laws, ordinances, and resolutions in place to implement the action?
- Are there any potential legal consequences?
- Is there any potential community liability?
- Is the action likely to be challenged by those who may be negatively affected?
- Does the mitigation strategy address continued compliance with the NFIP?

**Economic:**

- Are there currently sources of funds that can be used to implement the action?
- What benefits will the action provide?
- Does the cost seem reasonable for the size of the problem and likely benefits?
- What burden will be placed on the tax base or local economy to implement this action?
- Does the action contribute to other community economic goals such as capital improvements or economic development?
- What proposed actions should be considered but be "tabled" for implementation until outside sources of funding are available?

**Environmental:**

- How will this action affect the environment (land, water, endangered species)?
- Will this action comply with local, state, and federal environmental laws and regulations?
- Is the action consistent with community environmental goals?

Implementation of the mitigation plan is critical to the overall success of the mitigation planning process. The first step is to decide, based upon many factors, which action will be undertaken first. In order to pursue the top priority first, an analysis and prioritization of the actions is important.

Table 31 lists the factors to consider in the analysis and prioritization of actions. Some actions may occur before the top priority due to financial, engineering, environmental, permitting, and site control issues. Public awareness and input of these mitigation actions can increase knowledge to capitalize on funding opportunities and monitoring the progress of an action.

Table 31. STAPLE+E Planning Factors

S– Social	Mitigation actions are acceptable to the community if they do not adversely affect a particular segment of the population, do not cause relocation of lower income people, and if they are compatible with the community’s social and cultural values.
T– Technical	Mitigation actions are technically most effective if they provide a long-term reduction of losses and have minimal secondary adverse impacts.
A– Administrative	Mitigation actions are easier to implement if the jurisdiction has the necessary staffing and funding.
P– Political	Mitigation actions can truly be successful if all stakeholders have been offered an opportunity to participate in the planning process and if there is public support for the action.
L– Legal	It is critical that the jurisdiction or implementing agency have the legal authority to implement and enforce a mitigation action.
E– Economic	Budget constraints can significantly deter the implementation of mitigation actions. Hence, it is important to evaluate whether an action is cost-effective, as determined by a cost benefit review, and possible to fund.
E– Environmental	Sustainable mitigation actions that do not have an adverse effect on the environment, comply with federal, state, and local environmental regulations, and are consistent with the community’s environmental goals, have mitigation benefits while being environmentally sound.

### 5.3.1 Hazard Mitigation Actions

Aitkin County and its included municipalities share a common Multi-Hazard Mitigation plan and worked closely to develop it. These people work together with their city councils and the Aitkin County Emergency Management Director to insure that the hazards and mitigation actions included in this plan are accurate and addressed in their jurisdictions. The jurisdictions responsible for each action are:

- Aitkin County
- Aitkin
- McGrath
- Hill City
- Palisade
- Tamarack
- McGregor
- Aitkin County School Districts

Table 32 lists all mitigation actions for Aitkin County and its jurisdictions. Appendix G contains separate mitigation action tables for each jurisdiction. Each of these mitigation action charts detail the hazard, the mitigation action to address it, the priority ranking for implementation (1=High Priority; 2= Moderate Priority; 3= Low Priority), its current stage of implementation, the timeframe for implementation going forward, the jurisdictions who have identified they will work to implement the action, the responsible parties to carry through with implementation, and comments on how the plan

will be implemented through existing planning mechanisms and funding to make implementation happen.

All of the mitigation actions identified in the 2005 Aitkin County Hazard Mitigation Plan have been carried over into the 2014 plan, based on the advisement of the Aitkin County Emergency Management Director and the consensus of the steering committee. None of the 2005 mitigation actions have been fully completed and are identified in the 2014 plan to reflect their ongoing implementation. Appendix I Documentation of Aitkin County 2005 Mitigation Actions for 2014 MHMP Update documents the carryover of these actions and the language revisions that they underwent for the 2014 plan to clarify or improve the wording of the mitigation action.

The status designations are:

- New – actions have not yet started
- Ongoing – actions require continuing application
- In Progress – actions are currently being acted upon
- Complete – the action is complete
- Deferred – no progress has been made
- Deleted – the action is no longer relevant

The mitigation types are defined as follows:

- P= Prevention
- PP= Property Protection
- PE= Public Education
- NRP= Natural Resource Protection
- ES=Emergency Services
- SI= Structural Improvement

Table 32. All Mitigation Actions for Aitkin County

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
1	Violent Storms	Work with campground operators to post information regarding storm shelters and safety during strong summer storms.	2	PE	Ongoing	Ongoing	Aitkin County, Cities: Aitkin, Hill Cty, Palisade	County and City emergency managers, Aitkin County Environmental Services, MN DNR and concessionaires	Aitkin County Environmental Services will work with local jurisdictions that have campgrounds to provide information to campground operators. Funding to deliver task via staff time of EM and others participating.
2	Violent Storms	Work with the appropriate jurisdictions or agencies to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	1	PE	Ongoing	Ongoing	Aitkin County, Cities: Aitkin, McGregor, Hill Cty, Palisade	Aitkin County Sheriff's Dept. and MN DNR	Aitkin County EM will work with local jurisdictions or MN DNR that own/operate boat launches. Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
3	Violent Storms	Work with mobile home park owners to ensure they are meeting the standards set by the Minnesota Department of Health for approved storm shelters or evacuation plans for times of high winds or tornadoes.	1	P	Ongoing	Ongoing	Aitkin County, Cities: Aitkin	Aitkin County Environmental Services, mobile home park operators	Aitkin County Environmental Services will work to provide information and direct outreach to mobile home park operators not in compliance. Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
4	Violent Storms	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	2	PE	Ongoing	Ongoing	Aitkin County, Otis, Aitkin, McGregor, Hill City, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	National Weather Service, County and City emergency managers, School District Superintendents and school staffs, Aitkin County Public Health	The Aitkin County Sheriff's Office does this in conjunction with the National Weather Service annually. Information will be posted on the Sheriff's Facebook page and discussed with local jurisdictions. Testing of community warning sirens, media releases and use of county website will also serve as outreach tools.  Funding to deliver task via staff time of EM and others participating.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
5	Violent Storms	Promote the National Weather Service's "Winter Hazard Awareness Week" held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	2	FE	Ongoing	Ongoing	Aitkin County, Cities Aitkin, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	Same as above	Same as above (Minus the siren testing)
6	Violent Storms	Review current information and delivery systems in place for public awareness and education of preparedness for severe winter and summer storms and improve upon them as needed.	1	FE	New	Ongoing	Aitkin County, Cities Aitkin, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, MN DNR, School District Superintendents and school staffs, Aitkin County Public Health	Aitkin County EM and local jurisdiction EMs will review the effectiveness of public outreach tools and improve upon them as needed.  Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
7	Violent Storms	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	1	ES	Ongoing	Ongoing	Aitkin County, Cities Aitkin, McGregor, Hill Cty, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, MN DNR, and emergency response staff including EMS and Police	The Aitkin County Sheriff's Office does this in conjunction with the National Weather Service annually. County EM will work to keep jurisdictions informed and engaged in training. Also to inform and invite the public to attend.  Funding to deliver task via staff time of EM and others participating.
8	Violent Storms	Continue to ensure that procedures are in place so that emergency management personnel, county sheriffs, and other emergency response teams are notified as soon as possible in the event of an approaching storm.	2	ES	Ongoing	Short-term	Aitkin County, Cities Aitkin, McGregor, Hill Cty, Palisade	County EM and local city emergency management, MN DNR, emergency response staff including EMS and Police	Aitkin County EM participates in NOAA webinars in advance of approaching storms that county/city can and do listen into and provide feedback.  Funded by NOAA. Other funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
9	Violent Storms	Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.	1	ES	New	Short-term	Aitkin County, Cities: Aitkin, Tamarack, Hill City, Palisade	County EM and local city emergency management, and emergency response staff including EMS and Police	Aitkin County Sheriff's Office will regularly review with local jurisdictions and MN DNR.  Funding to deliver task via staff time of EM and others participating.
10	Violent Storms	Provide information to Aitkin County visitors and residents regarding how they can obtain information on severe weather and how to respond to dangerous weather conditions. Increase strategically located signage along roadways informing people about emergency information radio frequencies.	1	ES	Ongoing	Mid-Term	Aitkin County, Cities: Aitkin, McGregor	County EM and local city emergency management, Aitkin County Public Health, Aitkin County Highway Department	Aitkin County EM will use local news, websites, social media and work with local jurisdictions to help promote and raise awareness.  County will fund road signage along County roads for emergency radio information.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
11	Violent Storms	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	PE	Ongoing	Ongoing	Aitkin County, Oties Aitkin, Palisade	County EM and local city emergency management, Aitkin County Public Health	Aitkin County EM will use local news, websites, social media and work with local jurisdictions to help promote and raise awareness.  Funding to deliver task via staff time of EM and others participating.
12	Violent Storms	Work with local utility companies that serve Aitkin County to locate power lines underground or strengthen where it is feasible and cost effective to reduce the risk of power outages from downed lines during a severe storm. This could be done as part of new construction or as retrofit in areas deemed as high-priority.	2	S	Ongoing	Ongoing	Aitkin County, Oties Aitkin	Utility companies that serve Aitkin County: (Mille Lacs Electric, MN Power, Aitkin Public Utilities Commission); Partners include MN DNR, Aitkin County Land Department, City Public Works and Highway Departments	Aitkin County EM will work with respective utilities and participating jurisdictions as needed on a case-by-case basis.  Projects may be eligible under FEMA HMA funding.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
13	Violent Storms	Maintain an aggressive right-of-way clearing program in order to reduce risks of downed trees interrupting the power supply.	2	P	Ongoing	Ongoing	Aitkin County, Cities: Aitkin	Utility companies have the lead responsibility. Partners include Mille Lacs Electric, the MN DNR, Aitkin County Land Department, City Public Works, and Highway Department	Aitkin County EM will work with the County Transportation Department and public works departments of local jurisdictions to identify any areas of concern that warrant action.  County funding will address ROW clearing on County-owned roads.
14	Violent Storms	Maintain an aggressive brushing program in order to reduce the amount debris that could block a road after a severe windstorm or winter storm.	2	P	Ongoing	Ongoing	Aitkin County, Cities: Aitkin	Highway Departments are responsible for right of ways. DNR is a partner where applicable. Mille Lacs Electric	Same as above

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
15	Violent Storms	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of violent storms.	1	ES	New / In Progress	Short-term	Aitkin County, Oties: Aitkin, McGregor, Tamarack, Palisade	County emergency managers, American Red Cross, Aitkin County Public Health	Aitkin County Public Health works with the Red Cross to obtain and keep a database of updated information.  Funding to deliver task via staff time of EM and others participating.
16	Violent Storms	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	ES	New / In Progress	Short-term	Aitkin County, Oties: Aitkin, Tamarack, Hill Qty, Palisade	Aitkin County Emergency Manager, Aitkin County Public Health, and American Red Cross	Aitkin County Public Health will coordinate with Red Cross in training personnel in 2014.  Funding provided to HSEM Region 2 for training under Mass Care grant in 2014. Other funding to deliver task via staff time of EM and others participating.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
17	Violent Storms	Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.	1	P	New	Long-term	Aitkin County, Cities: Aitkin, McGregor, Tamarack, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds and mobile home parks.	Aitkin County EM will work with respective jurisdictions as appropriate to research possible locations.  Safe Room construction or retrofit projects may be eligible under FEMA HMA funding (see Action Item #16).

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
18	Violent Storms	<p>Retrofit or construct new storm, shelter and safe room facilities in the identified vulnerable locations with specific information on location and building type to construct or retrofit.</p> <p>The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms.</p> <p>(Locations may include schools, mobile home parks, campgrounds or other areas where there are populations - residents or visitors - vulnerable to high winds and tornadoes).</p>	1	S	New	Long-term	Aitkin County, Cities: McGregor, Tamarack, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds and mobile home parks.	<p>Aitkin County EM will work as needed with respective jurisdictions as appropriate that pursue construction of a safe room.</p> <p>Safe Room construction or retrofit projects of both single and dual-use facilities may be eligible under FEMA HMA funding.</p>



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
19	Violent Storms	Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.	1	ES	New	Mid-term	Aitkin County, Otis McGregor, Tamarack, Hill Qty, Palisade, Aitkin Public Schools ISD #1, Hill Qty School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, Aitkin County and local Qty public works departments, MN DNR	Aitkin County EM will work at the County level and with respective jurisdictions to identify critical facilities in need of backup power.  Generators and/or related equipment purchases may be eligible for FEMA HMA funding (see Action Item #18).

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
20	Violent Storms	Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction-owned critical facilities in the event of severe storms. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities).	1	ES	New	Mid-term	Aitkin County, Cities McGregor, Tamarack, Hill City, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	Aitkin County EM will work at the County level and with respective jurisdictions to pursue funding for critical facilities in need of backup power.  Generators and/or related equipment purchases may be eligible for FEMA HMA funding.
21	Violent Storms	Work with respective road authorities to plant "living snow fences" or tree lines along identified problem areas of identified roads that can reduce snow drifts on the roads.	2	P	New	Mid-term	Aitkin County, Cities Aitkin, Tamarack, Palisade	County, City and MnDOT public works and transportation departments	Aitkin County EM will work with the County Transportation Department and other cities to identify any areas of concern that warrant action.  Funding via County or local jurisdiction transportation budgets.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
22	Violent Storms	Raise public awareness on driving conditions and snow removal policies for certain routes during times of dangerous snow or ice conditions.	1	PE	Ongoing	Ongoing	Aitkin County	County EM and local city emergency management	Aitkin County Sheriff's office does this currently with use of Facebook page and local news media, and will continue to do so.  Funding to deliver task via staff time of EM and others participating.
23	Violent Storms	Assure the functionality of warning systems for the areas with warning sirens in place.  Warning sirens should be able to be remotely activated by the Aitkin County Sheriff's Office.	2	ES	Ongoing	Mid-term	Aitkin County, Cities: McGregor, Hill City	County EM and local city emergency management	Aitkin County EM, in coordination with local EMS, will continue to stay aware of the functioning of warning systems.  Funding unknown at this time for improvements.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
24	Violent Storms	Identify jurisdictions that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas (such as campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather.	1	ES	New	Short-term	Aitkin County, Oties, Tamarack, Hill City, Palisade	County EM and local city emergency management, MN DNR	Aitkin County EM will work with local jurisdictions to assess needs. McGrath and Palisade do not have one.  Funding for new warning siren systems may be eligible under FEMA's HMA 5% Initiative.
25	Violent Storms	Install new warning systems in identified vulnerable locations (jurisdictions that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas such as campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather.  Warning sirens should be able to be remotely activated by the Aitkin County Sheriff's Office.	1	ES	New	Short-term	Aitkin County, Oties, Tamarack, Hill City, Palisade	County EM and local city emergency management, MN DNR	Aitkin County EM will work with identified jurisdictions as appropriate on efforts to install new warning systems.  Funding for new warning siren systems may be eligible under FEMA's HMA 5% Initiative.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
26	Violent Storms	Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).	1	ES	New	Short-term	Aitkin County, Cities: Aitkin, McGregor, Tamarack, Hill City, Palisade	County EM and local city emergency management	Aitkin County EM will work with local jurisdiction leaders in emergency management and MN DNR to develop a plan. Aitkin County will review other existing plans in HSBM Region 2.  Funding to deliver task via staff time of EM and others participating.
27	Violent Storms	Work to install shatter-resistant glass and other identified retrofitting measures to protect against the impact of severe summer storms at Riverwood Healthcare Center.			New		City of Aitkin, Riverwood Healthcare Center	Riverwood Healthcare Center	Riverwood Healthcare will work to incorporate this mitigation action into their strategic plan.  Funding for implementation not currently identified.
28	Violent Storms	Work to provide increased first responder training for those that work in remote areas and serve the public in the County			New		Aitkin County, Cities: Aitkin, Tamarack, Hill City, Palisade, MN DNR and township governments	County EM in cooperation with local governments such as townships and the MN DNR	Aitkin County EM will address planning for this with the Preparedness Committee.  Funding for implementation not currently identified.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
29	Violent Storms	Investigate "Storm Ready" designation by the National Weather Service and submit an application if deemed appropriate.	2	P	New	Mid-term	Aitkin County, Cities: Aitkin, Tamarack, Palisade	County EM and local city emergency management	Aitkin County EM will work with interested jurisdictions as appropriate on efforts to develop Storm Ready applications and to meet local requirements.
30	Extreme Temperatures	Expand information on risks of heat-related illnesses. Key audiences are the elderly and the younger population engaging in physically strenuous activities.	1	PE	Ongoing	Ongoing	Aitkin County, Cities: Aitkin, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	Aitkin County EM will work with its Preparedness Committee, School Districts and Public Health to keep the public informed.  Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
31	Extreme Temperatures	Continue the winter storm awareness program. Key audiences are the elderly and the younger populations who may be more susceptible to the effects of freezing temperatures when outside.	1	PE	Ongoing	Ongoing	Aitkin County, Cities: Aitkin, Hill City, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	Aitkin County EM will work with its Preparedness Committee, School Districts and Public Health to keep the public informed.  Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.
32	Extreme Temperatures	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	PE	New	Ongoing	Aitkin County, Cities: Tamarack, Palisade	Emergency managers, Sheriff's Department and local Police Departments	Aitkin County EM and Preparedness Committee will work to get out information via websites and public presentations when available.  Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
33	Extreme Temperatures	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.	1	ES	New / In Progress	Short-term	Aitkin County, Cities: Aitkin, McGregor, Tamarack, Palisade	County EM and local city emergency management, Aitkin County Public Health and Red Cross	The Red Cross has provided the Aitkin County EM with an updated database.  Funding to deliver task via staff time of EM and others participating.
34	Extreme Temperatures	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	ES	New / In Progress	Short-term	Aitkin County, Cities: Aitkin, McGregor, Tamarack, Palisade	County EM and local city emergency management, Aitkin County Public Health, Red Cross	An HSBM grant for Mass Care to Region 2 is providing training to emergency managers during 2014.  Funding to deliver task via staff time of EM and others participating.
35	Wildfire	Educate area residents through the Firewise program on what they can do to reduce the risk of wildfires doing damage to their property through vegetation management and the use of fire resistant building materials.	1	PE	Ongoing	Ongoing	Aitkin County, Cities: Aitkin	County EM and local city emergency management, Fire Departments, DNR Firewise Program	Aitkin County EM and local city emergency management will work with local fire departments to use Firewise materials.  Potential funding can be sought through the MN Firewise program.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
36	Wildfire	Promote the use of financial assistance for fuel reduction efforts through the Firewise program by area property owners.	1	P	Ongoing	Ongoing	Aitkin County, Oties, McGregor	County EM and local city emergency management, Fire Departments, DNR Firewise Program	Same as #35.
37	Wildfire	Promote, through new building codes, the use of building materials that can reduce the chance of property damage related to structural fires.	1	P	Ongoing	Ongoing	Aitkin County, Oties, McGregor	DNR Firewise Program, City Planning & Zoning, County Board and Aitkin County Planning Commission	Aitkin County Zoning and Environmental Services will address as needed. County Staff time to fund deliverables.
38	Wildfire	Pursue additional funding sources, if available, to supplement programs such as Firewise.	1	P	New	Ongoing	Aitkin County, Oties, Tamarack	County EM and local city emergency management, Fire Departments	Aitkin County and fire departments will review FEMA HMA funding available for wildfire mitigation projects.
39	Wildfire	Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and are aware of evacuation routes.	1	PE	Ongoing	Ongoing	Aitkin County, Oties, Aitkin, Hill Cty, Palisade	County EM and local city emergency management, Fire Departments	Aitkin County EM and local fire departments will use media releases, social media and local events to raise awareness. Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
40	Wildfire	Work with fire departments to inventory areas where firefighting capacity is limited through availability of water and consider strategic installation of dry fire hydrants or water holding tanks.	1	P/ES	Ongoing	Ongoing	Aitkin County, Cities	County EM and local city emergency management in coordination with all jurisdictional Fire Departments	Aitkin County EM and local fire departments will work together to identify areas of need and best solutions.  Potential funding may be from Firewise for installations.
41	Wildfire	Planning staff on the city and county level, along with area fire chiefs, should coordinate to ensure new development will have adequate access and egress for emergency response vehicles.	1	P/ES	Ongoing	Ongoing	Aitkin County, Cities, Aitkin	All jurisdictional Fire Departments, City Planning & Zoning, County Board and Aitkin County Planning Commission	Aitkin County Environmental Services/ Planning and Zoning and local fire departments will address.  Funding to deliver task via staff time of EM and others participating.
42	Wildfire	Continue inter-agency and multi-jurisdictional efforts to identify, contain, and extinguish wildfires.	1	ES	Ongoing	Ongoing	Aitkin County, Cities, Aitkin	County EM and local city emergency management, Local Fire Departments, MN DNR.	Aitkin County EM will continue to work in partnership with others on this effort.  Funding to deliver task via staff time of EM and others participating.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
43	Wildfire	Explore development of a Community Wildfire Protection Plan for Aitkin County with guidance from the MN DNR Firewise Community Specialist for Northeast Minnesota. Create plan as advised by MN DNR	3	NR	New	Mid-term	Aitkin County, Cities: Aitkin, Tamarack	County emergency manager, MN DNR	Aitkin County EM will discuss with MN DNR and local fire departments.  Funding for a CWPP may be eligible through the Firewise program.
44	Wildfire	Identify projects to mitigate at-risk structures and associated loss of life from the threat of wildfire through activities such as the creation of defensible space for wildfire, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems and apply for appropriate funding for implementation.	1	FE/NR	New	Mid-term	Aitkin County, Cities: Aitkin, Tamarack, Palisade	County EM and local city emergency management, Aitkin County Soil and Water Conservation District, local fire departments	Aitkin County EM will discuss with MN DNR and local fire departments.  The mitigation actions noted may be eligible for Firewise or FEMA HMA funding.
45	Wildfire	In the event of a blow-down of trees from a severe storm, work with respective partners in natural resources to manage removal of trees to reduce wildland fire fuel.	2	NR	New	Ongoing	Aitkin County, Cities: Aitkin, Tamarack, Palisade	County EM and local city emergency management, MN DNR	Aitkin County EM will discuss with MN DNR and local fire departments.  Fuel reduction projects (removal of flammable vegetation) may be eligible for Firewise or FEMA HMA funding.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
46	Flash Flood and Riverine Flood	Maintain bridge, road, and culvert infrastructure at a level that it is capable of sustaining a major storm event and will not be vulnerable to washouts	1	S	Ongoing	Ongoing	Aitkin County, Oties, Aitkin, Palisade	Aitkin County Highway Department, local jurisdictions' public works and transportation departments	Aitkin County Transportation Department and local jurisdictions' public works and transportation departments will address on an ongoing basis.  Funding for improvement projects unknown at this time.
47	Flash Flood and Riverine Flood	Steer development away from areas that may be difficult to serve with reliable road access.	1	P	Ongoing	Ongoing	Aitkin County, Oties, Aitkin, Palisade	Local Planning and Zoning Authorities	Aitkin County Environmental Services/ Planning and Environmental Services Department along with local jurisdictions will address with zoning regulations.  County Staff time to fund deliverables.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
48	Flash Flood and Riverine Flood	Address ice dams that may impact the road system in a timely manner in order to prevent damage to infrastructure, in particular during spring thaw.	1	P	Ongoing	Ongoing	Aitkin County, Cities: Aitkin, Palisade	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	Aitkin County Transportation Department and local jurisdictions' transportation or public works will address on an annual basis  Funding from County or City department budgets.
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, roads and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	P	New	Ongoing	Aitkin County, Cities: Aitkin, McGregor, Tamarack, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	Aitkin County Transportation Department and local jurisdictions' transportation or public works will address on an annual basis  Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
50	Flash Flood and Riverine Flood	Maintain, and, where necessary, add storm water retention ponds to protect wastewater treatment facilities throughout Aitkin County.	2	S	Ongoing	Mid-term	Aitkin County, Cities: Aitkin, McGregor, Palisade	County and City Public Works Departments, Pipeline and Utility Companies, MnDOT	Aitkin County Transportation Department and local jurisdictions' transportation or public works will address on an annual basis.  Funding from County or City department budgets.
51	Flash Flood and Riverine Flood	Work to increase communication between the Aitkin County Planning and Zoning department and the United States Army Corps of Engineers regarding flooding and flowage easements	1	P	Ongoing	Short-term	Aitkin County, Cities: Aitkin, Palisade	Local Planning and Zoning Authorities, United States Army Corps of Engineers	Aitkin County Environmental Services/ Planning and Zoning will address in cooperation with local city governments as needed to the USACE  Funding from County or City department budgets.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
52	Flash Flood and Riverine Flood	Review stormwater management guidelines currently in place to ensure that they are adequate to limit post-development run-off and will not result in storm water run-off created flood damages.	2	P	Ongoing	Mid-term	Aitkin County, Cities: Aitkin, Palisade	Local Planning and Zoning Authorities, MPCA	Aitkin County Environmental Services/ Planning and Zoning will address in cooperation with local city governments as needed.  Funding from County or City department budgets.
53	Flash Flood and Riverine Flood	Communities without floodplain or shore land ordinances should develop such ordinances. The State Floodplain Management Act requires flood prone communities to adopt floodplain management regulations when adequate technical information is available to identify floodplain areas and enroll and maintain eligibility in the National Flood Insurance Program (NFI).	1	P	New	Mid-term	Aitkin County, Cities: Aitkin, Tamarack	DNR, Local Planning and Zoning Authorities	

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
54	Flash Flood and Riverine Flood	Work to update the floodplain maps for Aitkin County. Current floodplain maps are over 20 years old.	1	P	Ongoing	Mid-term	Aitkin County, Cities: Aitkin, McGregor, Hill City	MN DNR, Local Planning and Zoning Authorities	Aitkin County GIS Mapping department will address in consultation with MN DNR.  Funding from County budget.
55	Flash Flood and Riverine Flood	Continue to enforce city and county ordinances governing development and setbacks in shoreline area.	1	P	Ongoing	Ongoing	Aitkin County, Cities	Local Planning and Zoning Authorities, MN DNR	Aitkin County Environmental Services/ Planning and Zoning along with local jurisdictions will address with zoning regulations.  County Staff time to fund deliverables.



Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
56	Flash Flood and Riverine Flood	Identify minor localized flood reduction projects identified to lessen the frequency or severity of flooding and decrease predicted flood damages, such as the installation or modification of culverts, stormwater management activities, such as creating retention and detention basins, protection of sanitary sewer lift stations in flood-prone areas.	1	P/S	New	Ongoing	Aitkin County, Cities: Tamarack, Palisade, Aitkin Public Schools ISD #1, Hill City School District ISD #2, McGregor Area School District ISD #4	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	Aitkin County Environmental Services/Planning and Zoning and Transportation Department, along with local jurisdictions will address with ongoing review and planning.  Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other Federal agencies and may not constitute a section of a larger flood control system.
57	Flash Flood and Riverine Flood	Install flow-rate meters (stream gauges) on rivers and streams that are prone to flooding high-risk, vulnerable properties.	1	P/S	New	Ongoing	Aitkin County, Cities: Tamarack, Palisade	Same as #56	Same as #56

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
58	Flash Flood and Riverine Flood	Acquire flood prone properties in the special flood hazard area and physically relocate existing structure(s) to outside of the special flood hazard area.	1	P/S	New	Ongoing	Aitkin County, Oties, Tamarack, Palisade	Same as #56	Eligible for FEMA HMA funding. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve natural floodplain functions.
59	Flash Flood and Riverine Flood	Acquire at-risk structures and the underlying land in special flood hazard areas and demolish flood prone structures for the conversion of the land to open space.	1	P/S	New	Ongoing	Aitkin County, Oties, Aitkin	Same as #56	Same as #58
60	Flash Flood and Riverine Flood	Reduce potential infrastructure flood damages on utilities such as wastewater treatment, pipelines, and power facilities by dry proofing or wet proofing facilities that are flood prone.	1	P/S	New	Mid-term	Aitkin County, Oties, Aitkin	Same as #56	Dry floodproofing activities are eligible for FEMA HMA funding.
61	Drought	Continue to implement the monitoring of water table levels	3	P	New	Ongoing	Aitkin County, Oties	Aitkin County Soil and Water Conservation District	Aitkin County Soil and Water Conservation District will address in implementation of its water management plan.  Funding through County SWCD budget.

Action Number	Hazard	Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
62	Drought	Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.	2	FE/P	New	Ongoing	Aitkin County, Otis, McGregor, Tamarack, Hill Cty, Palisade	Aitkin County Soil and Water Conservation District, Aitkin County Public Health	Aitkin County EM will work with SWCD and MN DNR to provide outreach to public via local news sources, social media.  County staff time to fund deliverables
63	Drought	Strategically place livestock watering ponds on farms in the county to help offset the impact of drought on local farmers.	3	NR	New	Ongoing	Aitkin County, Otis, Tamarack	Aitkin County Soil and Water Conservation District in coordination with farmers	Aitkin County SWCD will work with identified farmers as appropriate.  Potential funding unknown at this time.

### 5.3.2 Mitigation Actions by Community

This is a multi-jurisdictional plan that covers Aitkin County, its school districts, and the 6 cities of Aitkin, McGrath, Hill City, Palisade, Tamarack, and McGregor. The Aitkin County risks and mitigation activities identified in this plan also incorporate the concerns and needs of townships and other entities participating in this plan.

Mitigation actions by jurisdiction for the above cities and school districts are separated out in Tables G-1 through G-7 in Appendix G.

## SECTION 6 – PLAN MAINTENANCE

### 6.1 Monitoring, Evaluation, and Updating the Plan

The Aitkin County Multi-Hazard Mitigation Plan (MHMP) should be considered a living document. The plan should be reviewed at a minimum of every 5 years. The guidance in this section will function as the primary tool when reviewing progress on the implementation of the Aitkin County MHMP.

In order to monitor, evaluate and update the MHMP during the 5-year planning cycle, the Aitkin County Emergency Manager will conduct a semi-annual review of the mitigation actions and progress with the Aitkin County Public Health Preparedness Group, County department heads, and City Councils of the cities of Aitkin, Hill City, McGrath, McGregor, Tamarack, and Palisade throughout the year. These departmental and jurisdictional partners will be encouraged to continue to seek public participation by bringing information back to their departments or communities and gathering any feedback to return to the Aitkin County Emergency Management Director.

If needed, the Aitkin County Emergency Manager will convene a group to discuss any projects or grant opportunities that arise and require larger group discussion. If there is a need for a special meeting due to new developments or a declared disaster occurring in the county, the Aitkin County Emergency Management Director will gather stakeholders to update pertinent mitigation strategies. Depending on grant opportunities and fiscal resources, mitigation projects may be implemented independently by individual communities or through local partnerships.

Updates or modifications to the MHMP during the 5-year planning process will require a public notice and a meeting prior to submitting revisions to the individual jurisdictions for approval. The plan will be updated via written changes, submissions as the committee deems appropriate and necessary, and as approved by the county commissioners.

### 6.2 Implementation

Aitkin County and its jurisdictions share a common Multi-Hazard Mitigation Plan and work together closely to develop, revise, and implement it. This MHMP provides a comprehensive chart of mitigation actions for Aitkin County and its jurisdictions (see Section 5.3.1, Hazard Mitigation Actions). Jurisdictions participated in the MHMP planning process and identified the specific mitigation strategies that they would seek to implement in their communities during the 5-year planning cycle. These mitigation actions are provided in Appendix G: Mitigation Actions by Jurisdiction.

A number of implementation tools are available to address hazards. Many of these tools are below, however, in some cases additional discussion is needed in order to identify what strategies are most appropriate to use. This will be part of an ongoing discussion as Aitkin County looks for opportunities for plan implementation. The following tools should be considered:

**Education:** In many cases education of residents has been identified as one of the most effective mitigation strategies.

**Capital Investments:** Capital investments such as fire and ambulance equipment, sprinkler systems and dry hydrants are tools that can limit risks and impacts of natural and man-made hazards.

**Data Collection and Needs Assessments:** Data collection and needs assessments can aid in gaining a better understanding of threats and allow planning for mitigation strategies accordingly. As resources are limited for this part of the planning process, additional data collection is likely to be an ongoing activity as resources become available.

**Coordination:** Responsibilities for mitigation strategies run across various county departments, local fire and ambulance departments, city and township governments, and a host of state and federal agencies. Ongoing coordination is an important tool to ensure resources are used efficiently. Coordination can also avoid duplication of efforts or prevent gaps that are created because of unclear roles and responsibilities. The mitigation plan review process can function as a tool to have an ongoing discussion of roles, responsibilities, and opportunities for coordination.

**Regional Cooperation:** Counties and public safety service providers throughout the north-central region of Minnesota often share similar challenges and concerns. In some cases a regional approach may be warranted as a mitigation strategy in order to save resources. Mutual aid agreements are a tool already in use for a number of services. Needs assessments for fire and ambulance services and development of assistance for volunteer recruiting, training, and retention could benefit from a regional approach. Cooperation among counties could also help in lobbying for certain funding priorities that address concerns relating to challenges in service delivery in rural areas. Organizations such as Region V Emergency Management, and the MN Department of HSEM through the Regional Program Coordinator can offer tools and resources to assist in these cooperative efforts.

**Regulation:** Regulation is an important mitigation tool for Aitkin County. Regulation plays a particularly important role for land use, access to structures and the protection of water resources and public health.

### 6.3 Continued Public Involvement

Continued public involvement is critical to the successful implementation of the Aitkin County Multi-Hazard Mitigation Plan. The Aitkin County Emergency Management Director and the steering committee members from the participating jurisdictions of the cities of Aitkin, Hill City, McGrath, McGregor, Tamarack, and Palisade will continue to engage new public stakeholders in planning discussions and project implementation during the 5-year cycle of this plan.

During the 5-year period before the plan is updated, these steering committee members will be responsible for keeping their city councils, city departments, schools, and community members updated and engaged in the implementation of their respective mitigation action charts (see Appendix G Mitigation Actions by Jurisdiction). Each respective jurisdiction will report their progress in this area to the Aitkin County Emergency Management Director on a periodic basis. Jurisdictions will use numerous means of public outreach to engage new public stakeholders in providing input on mitigation efforts or concerns on hazards by sharing information at city council meetings and special events, working with

local schools and partner organizations, and posting information on relevant local or social media that their communities use to inform and engage the public. As local mitigation projects are implemented, jurisdictions will work to keep the public updated and engaged in those local efforts. In addition, the Aitkin County Emergency Management Director will meet with the Aitkin County Public Health Preparedness Committee periodically during the year to seek their participation in advancing mitigation actions identified in the plan.

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# Appendices

## Aitkin County Multi-Hazard Mitigation Plan, 2014

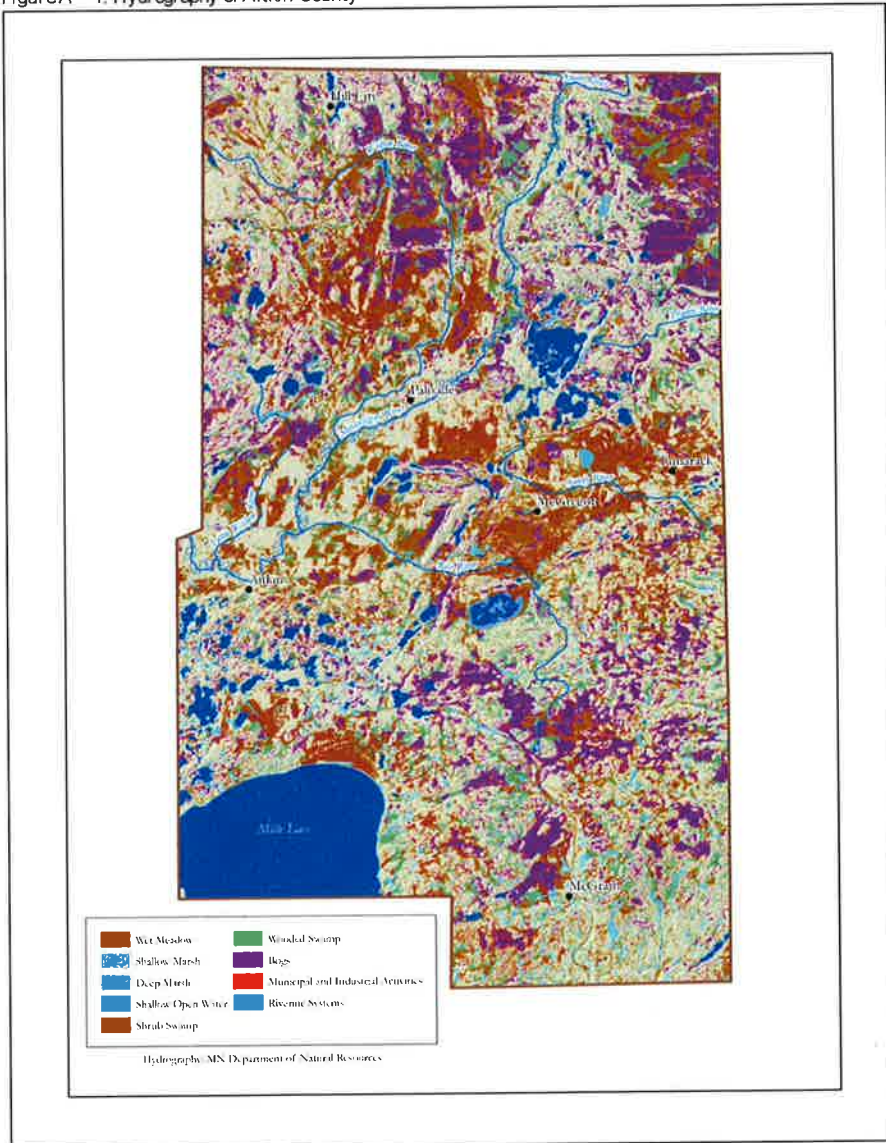
- Appendix A – Aitkin County Maps
- Appendix B – Aitkin County Critical Facilities
- Appendix C – Aitkin County Hazard Events
- Appendix D – Adopting Resolutions
- Appendix E – Steering Committee Meeting
- Appendix F – Public Meeting Notices and Meeting Notes
- Appendix G – Mitigation Actions by Jurisdiction
- Appendix H – Works Cited
- Appendix I – Documentation of Aitkin County 2005 Mitigation Actions for 2014  
MHMP Update

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# Appendix A

## Aitkin County Maps

FigureA – 1. Hydrography of Aitkin County



FigureA – 2. Aitkin County Population by Census Block, 2010

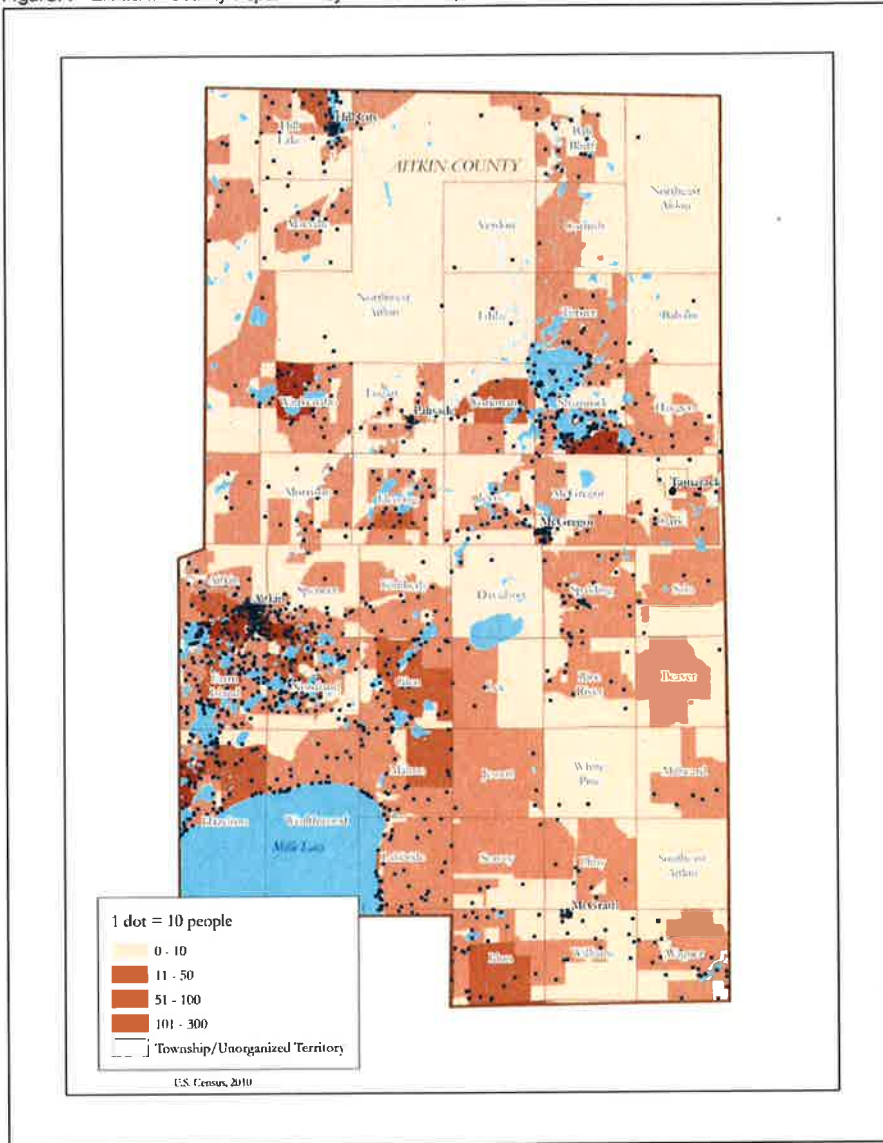
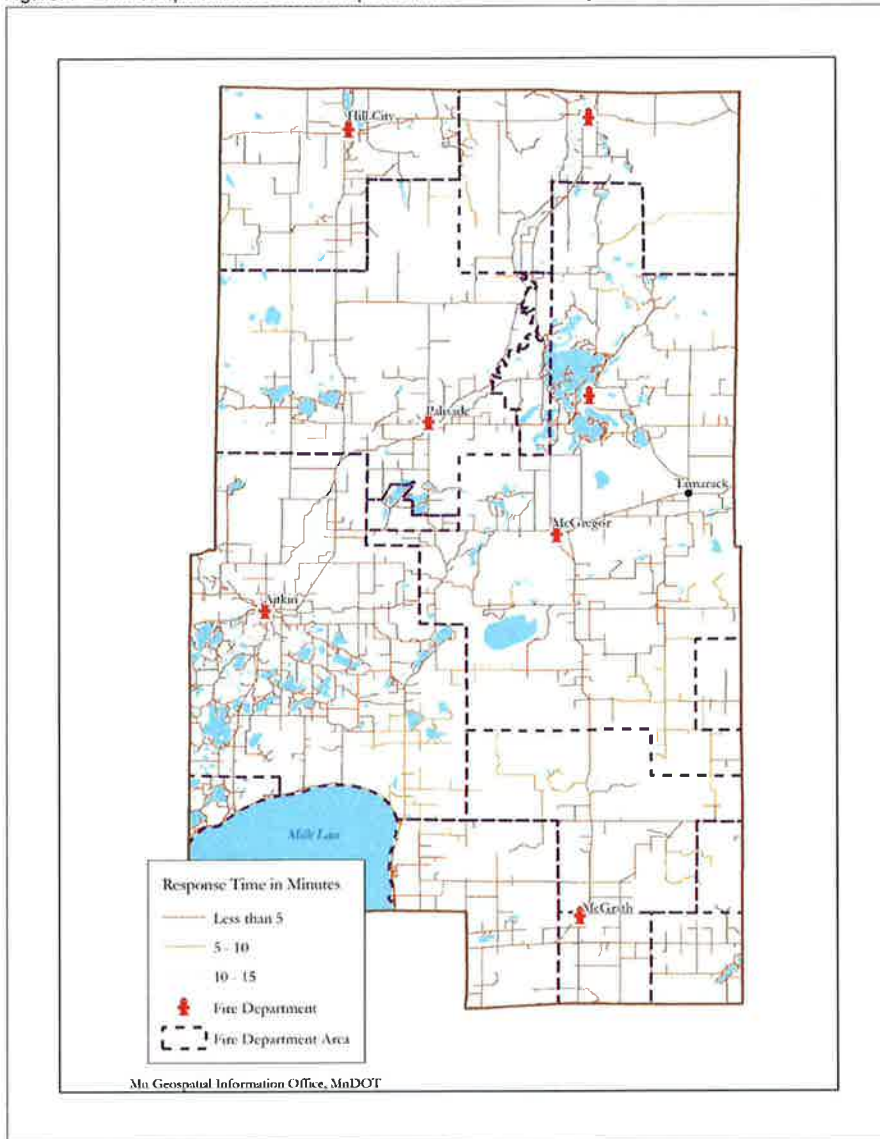
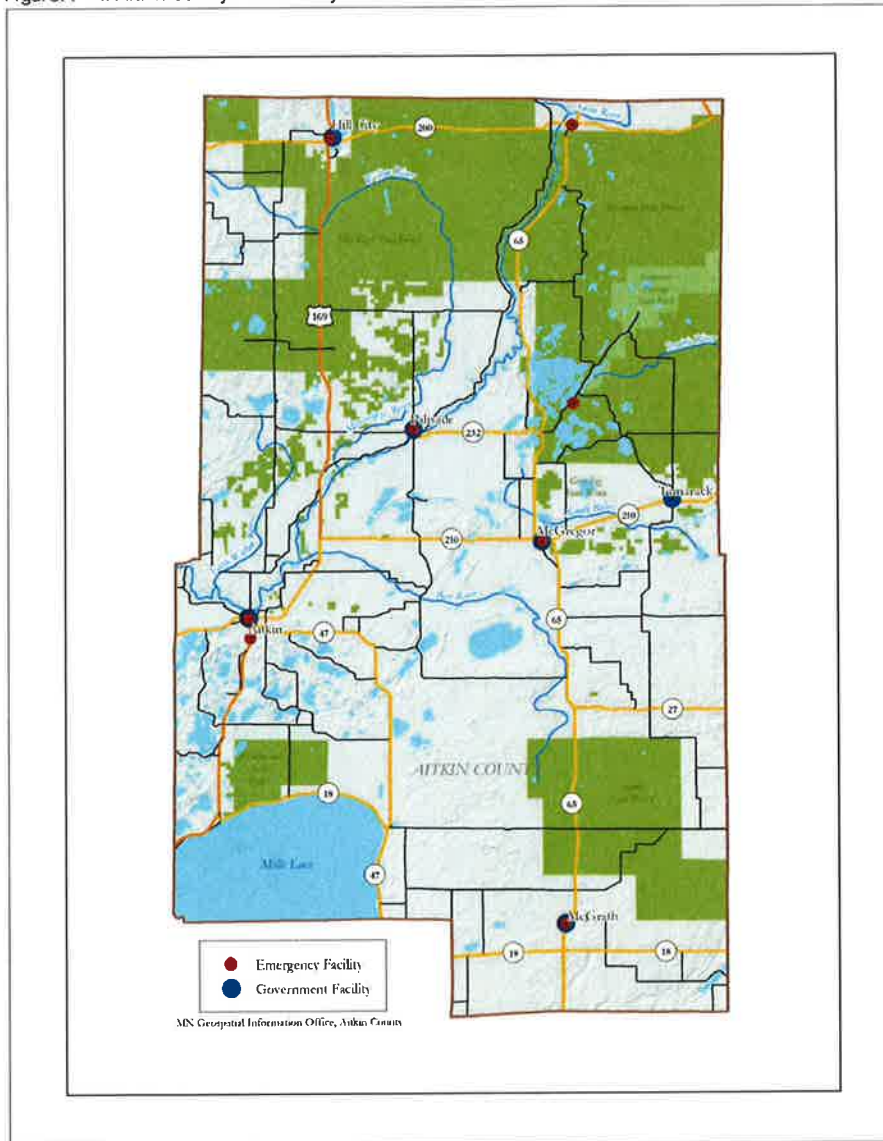


Figure A – 3. Fire Departments and Fire Response Times in Aitkin County

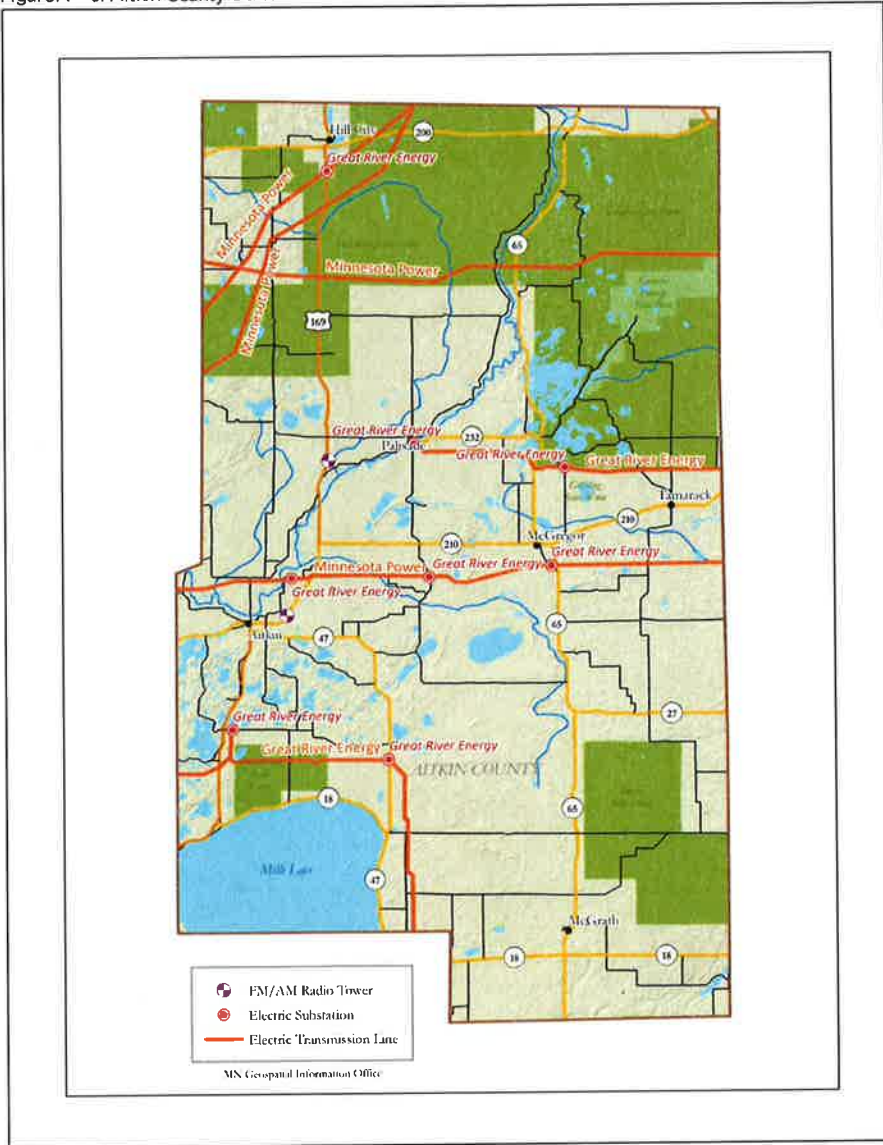


FigureA – 4. Aitkin County Public Safety and Government Services



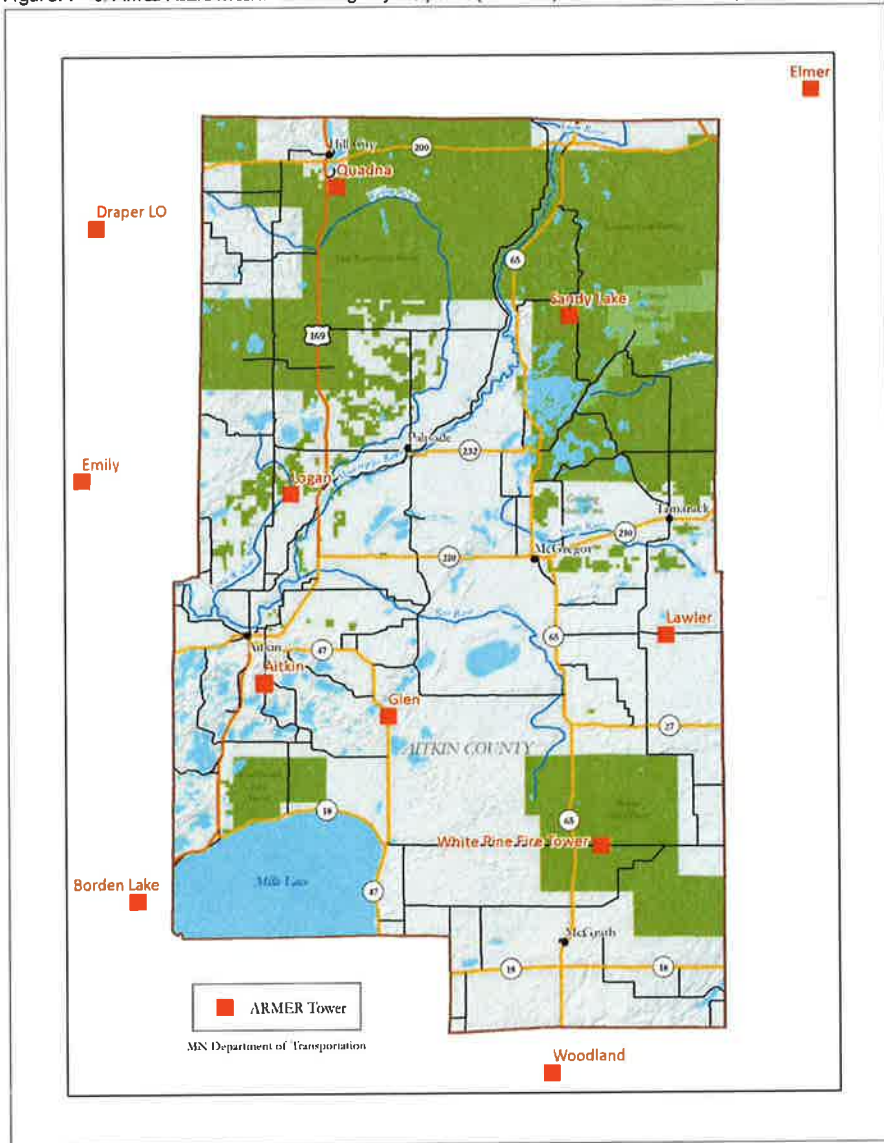


FigureA – 5. Aitkin County Utilities and Communication Infrastructure





FigureA – 6. Allied Radio Matrix for Emergency Response (ARMER) Sites in Aitkin County



FigureA – 7. Aitkin County Transportation Infrastructure

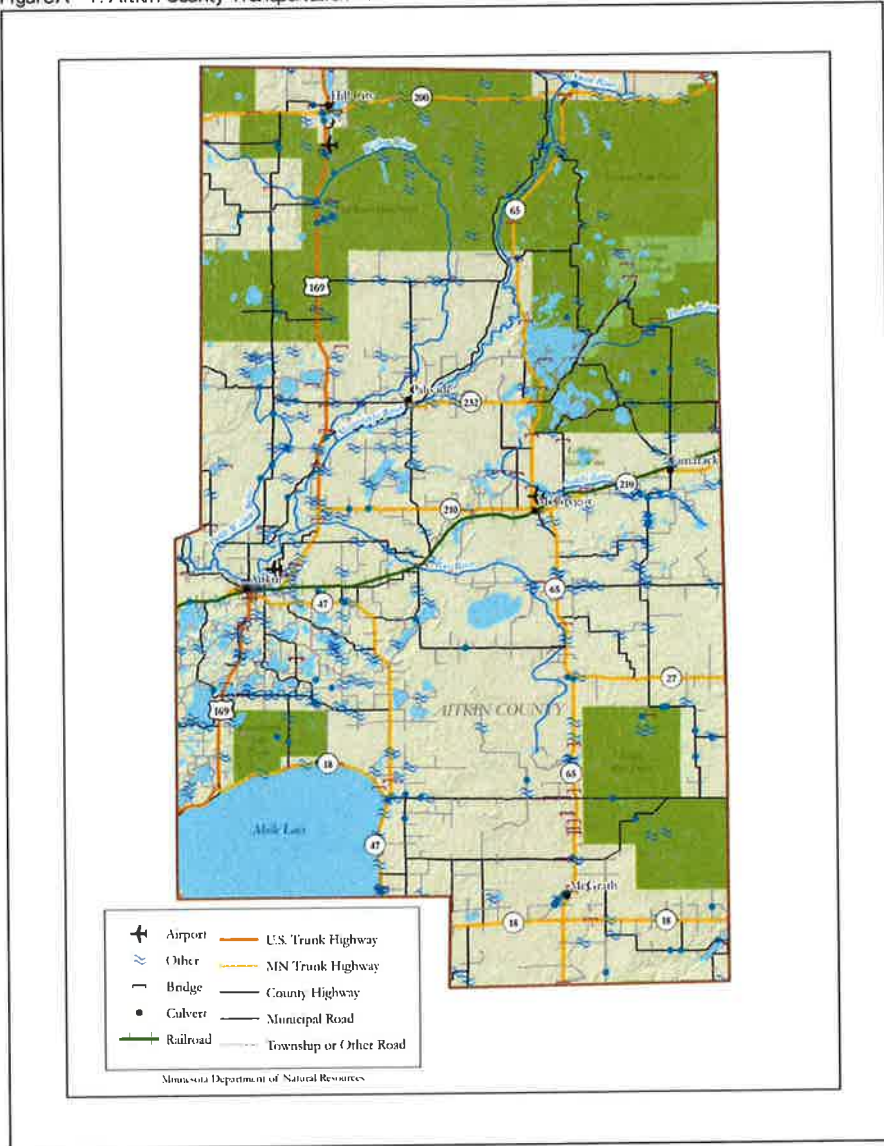


Figure A – 8. Aitkin County Land Cover, National Land Cover Database, 2006

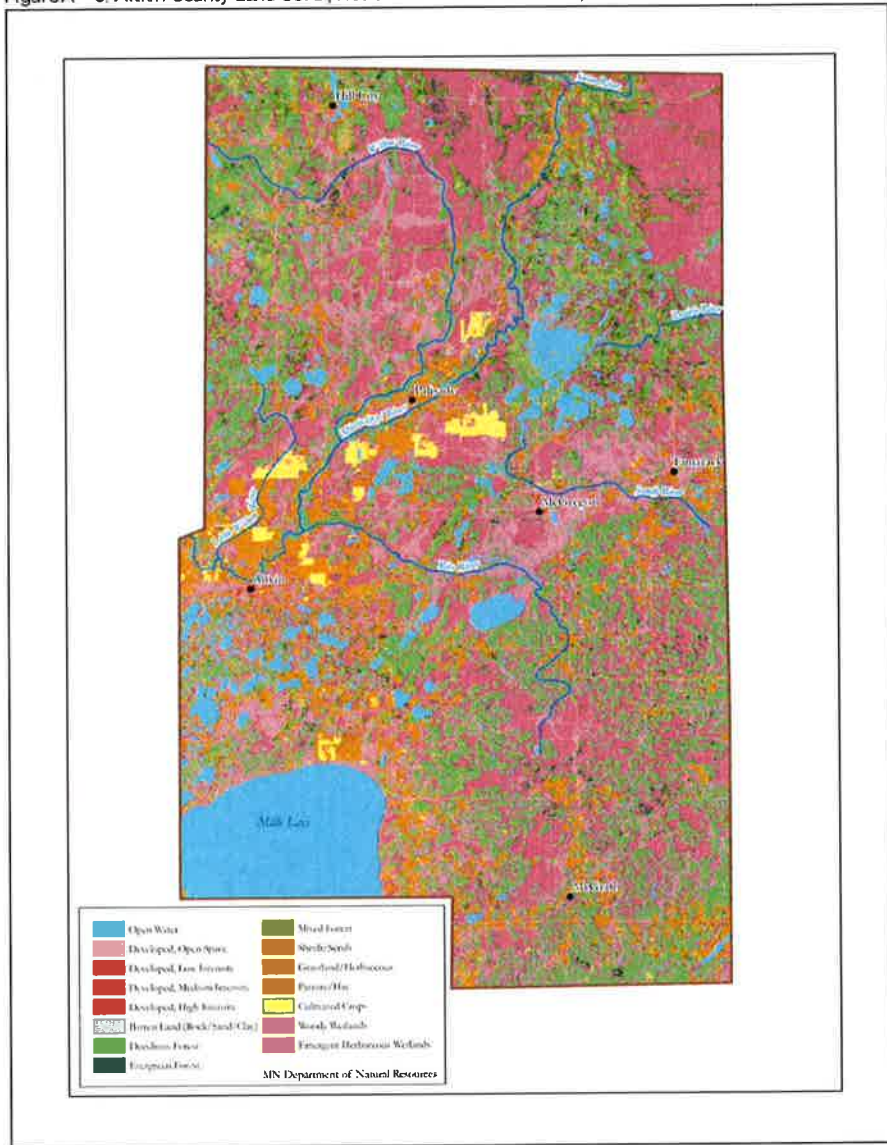


Figure A – 9. Land Ownership by Agency

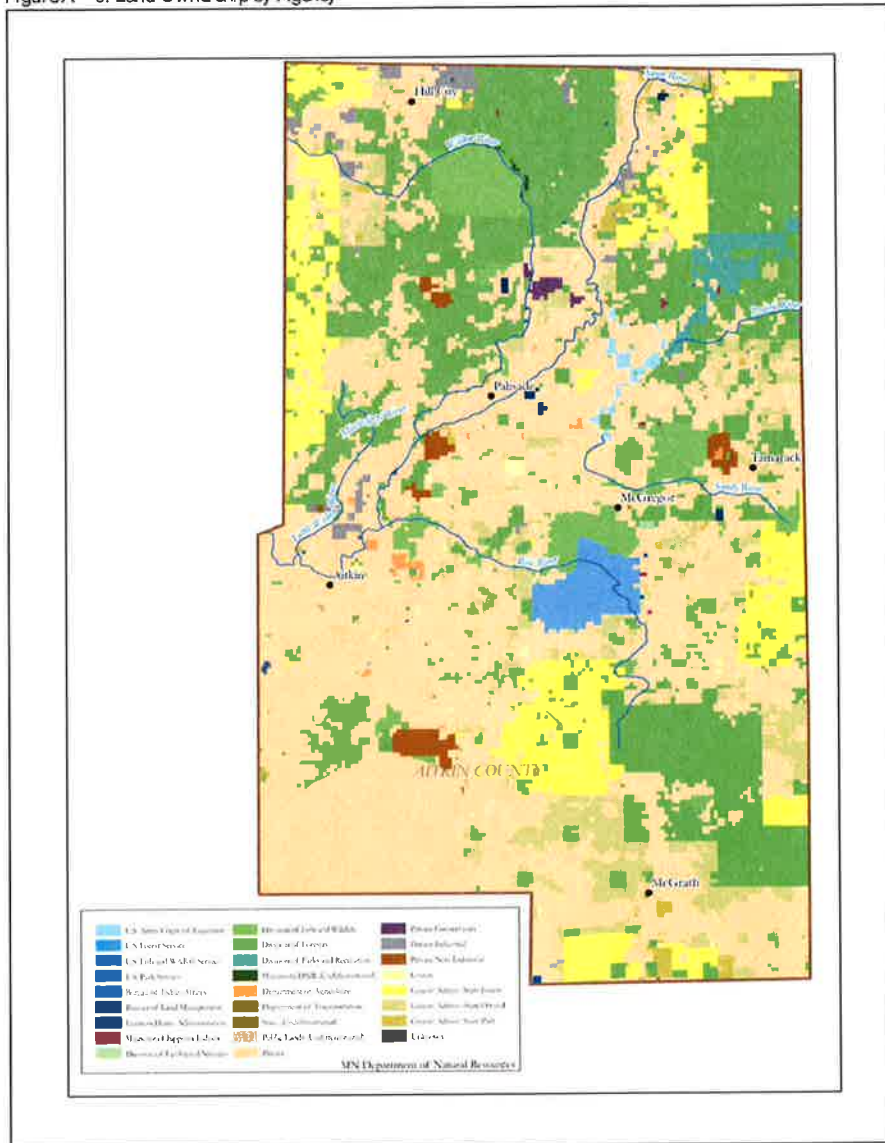


Figure A – 10. Severe Wind and Hai Storms in Atkin County

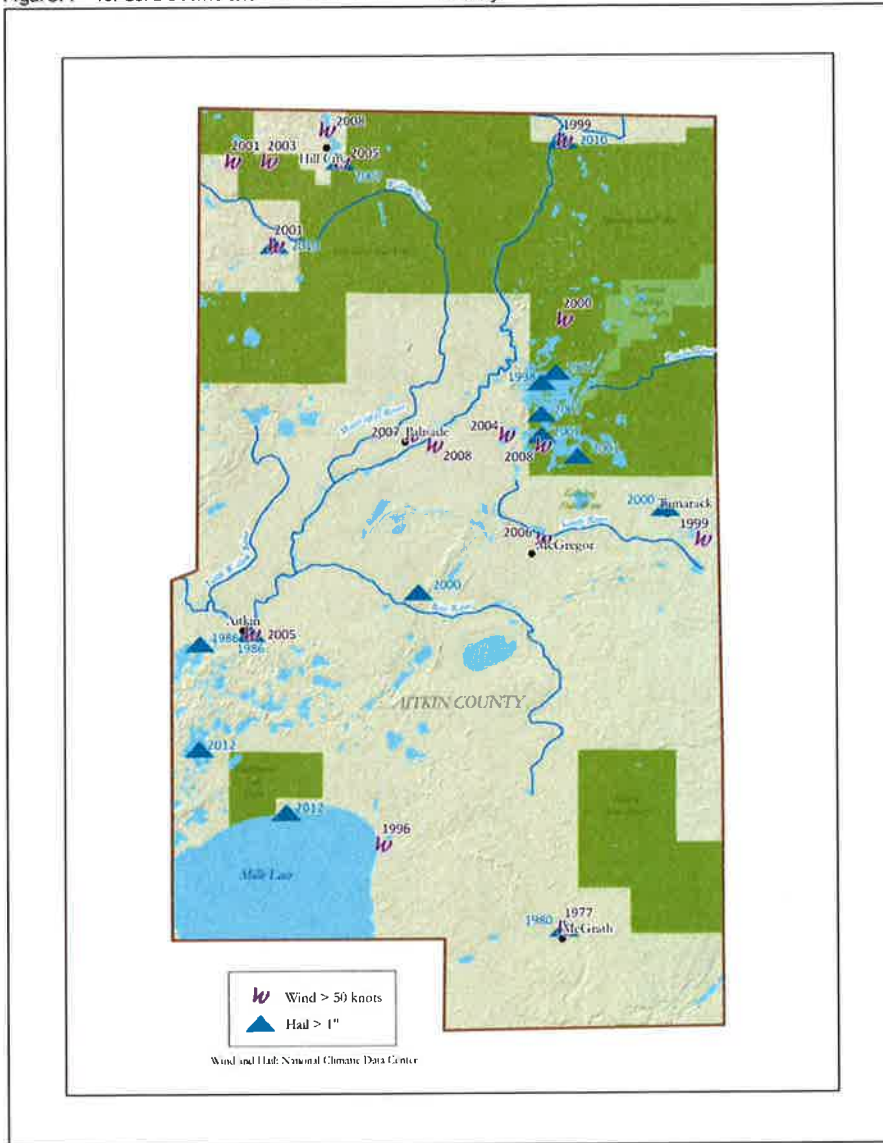
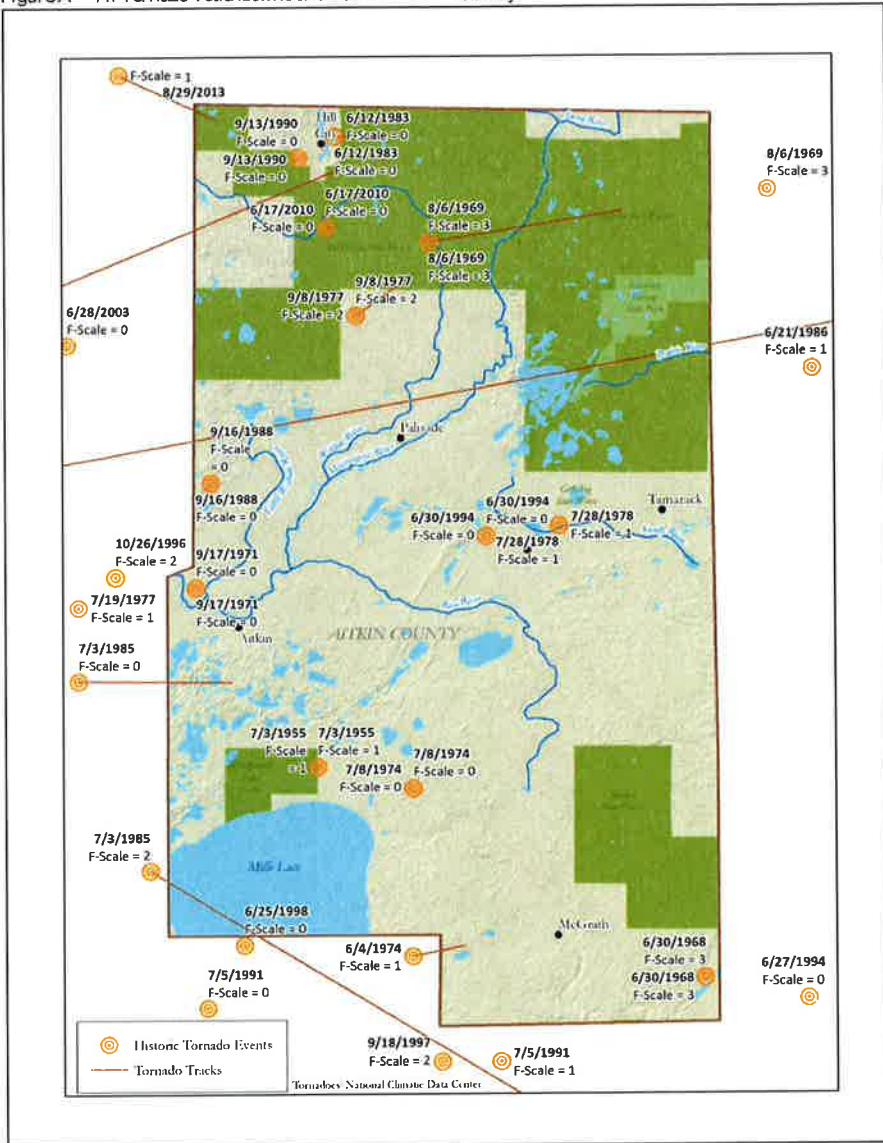
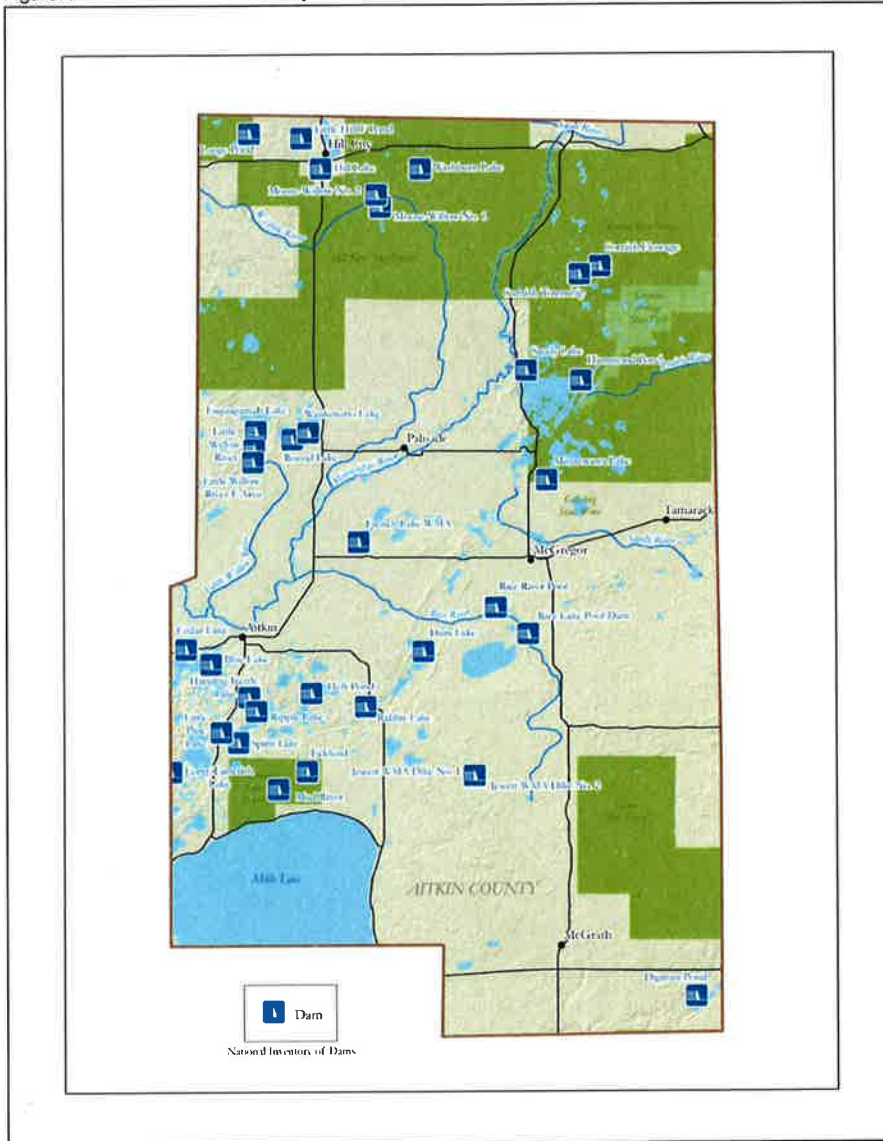




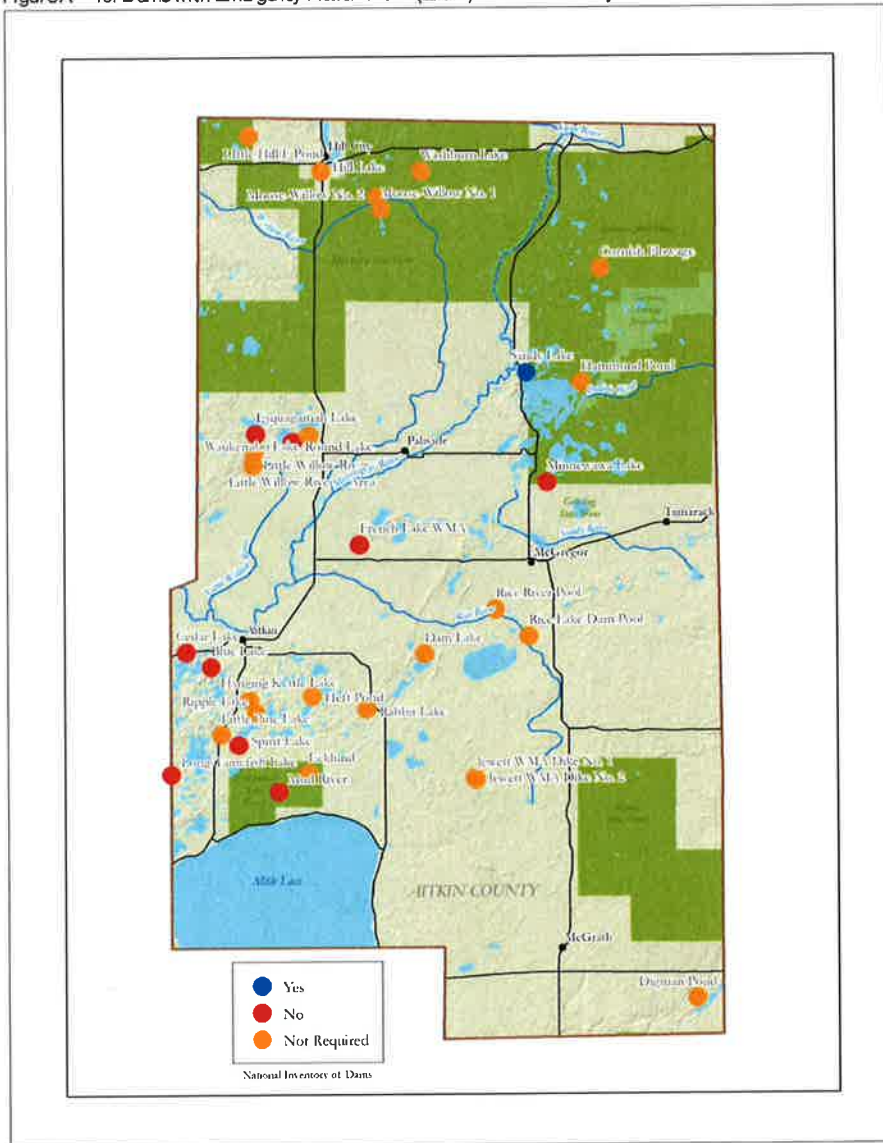
Figure A – 11. Tornado Touchdowns and Paths in Aitkin County



FigureA – 12. Dams in Aitkin County

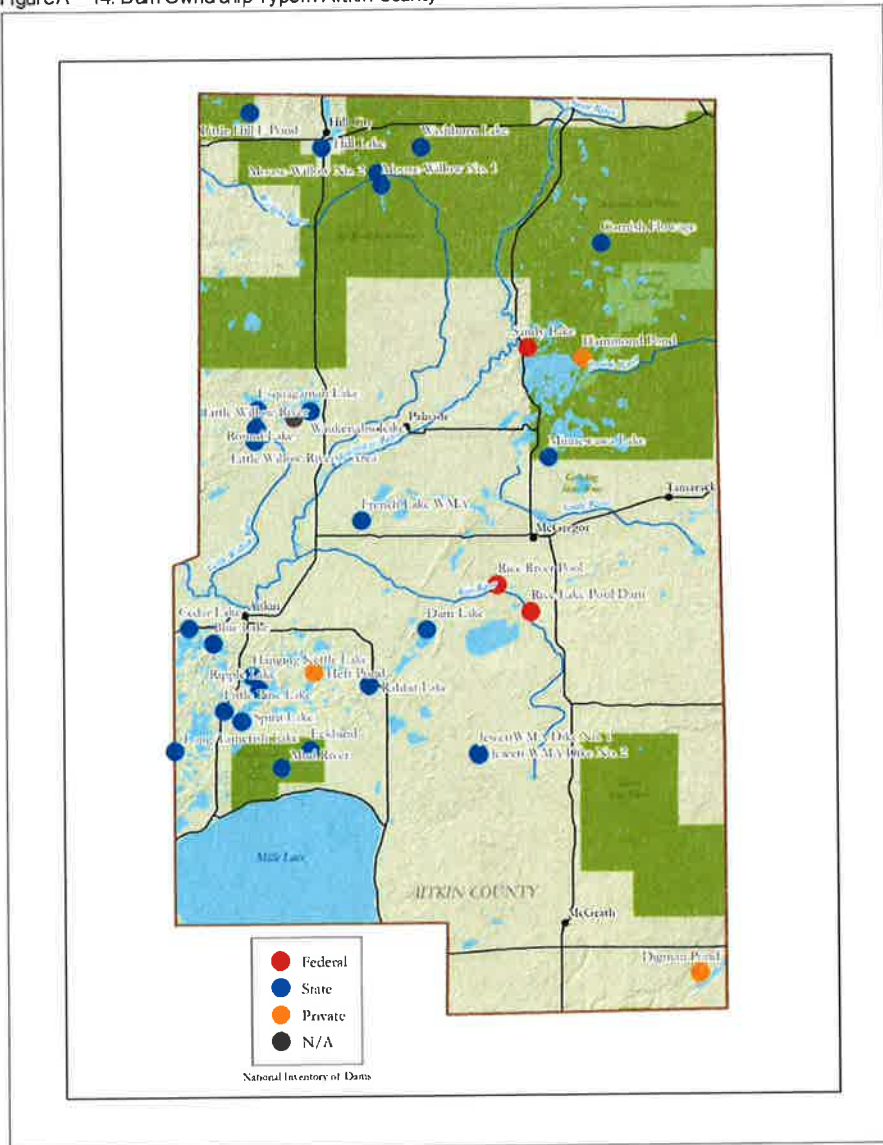


FigureA – 13. Dams with Emergency Action Plans (EAPs) in Aitkin County





FigureA – 14. Dam Ownership Type in Aitkin County



FigureA – 15, Sites with Hazardous or Chemical Waste in Aitkin County

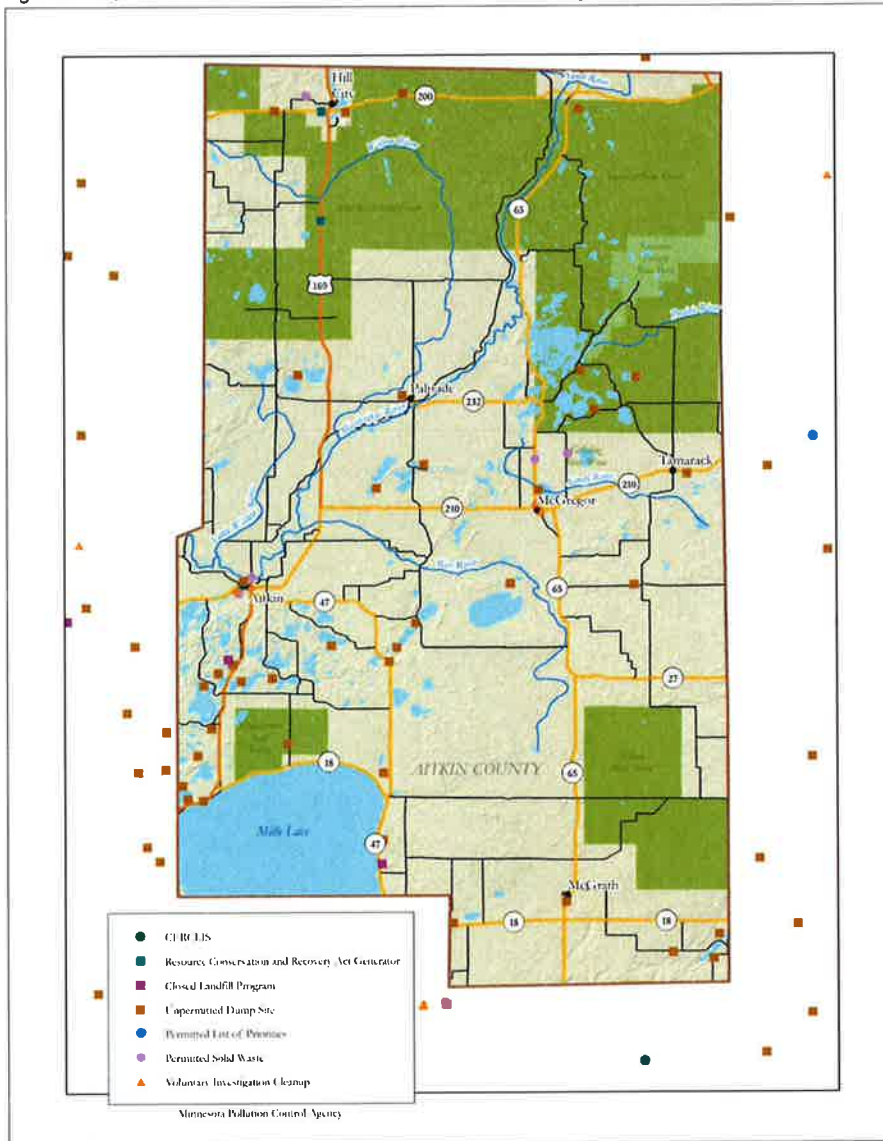
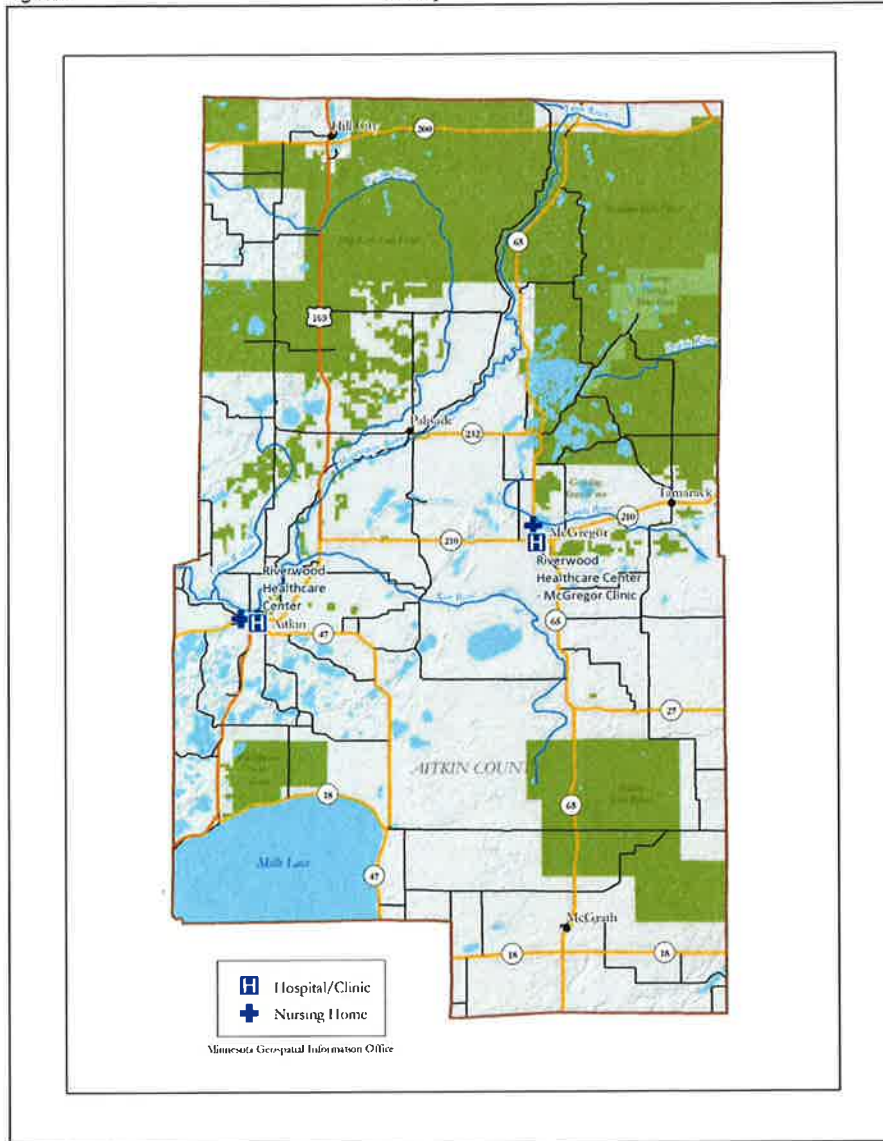
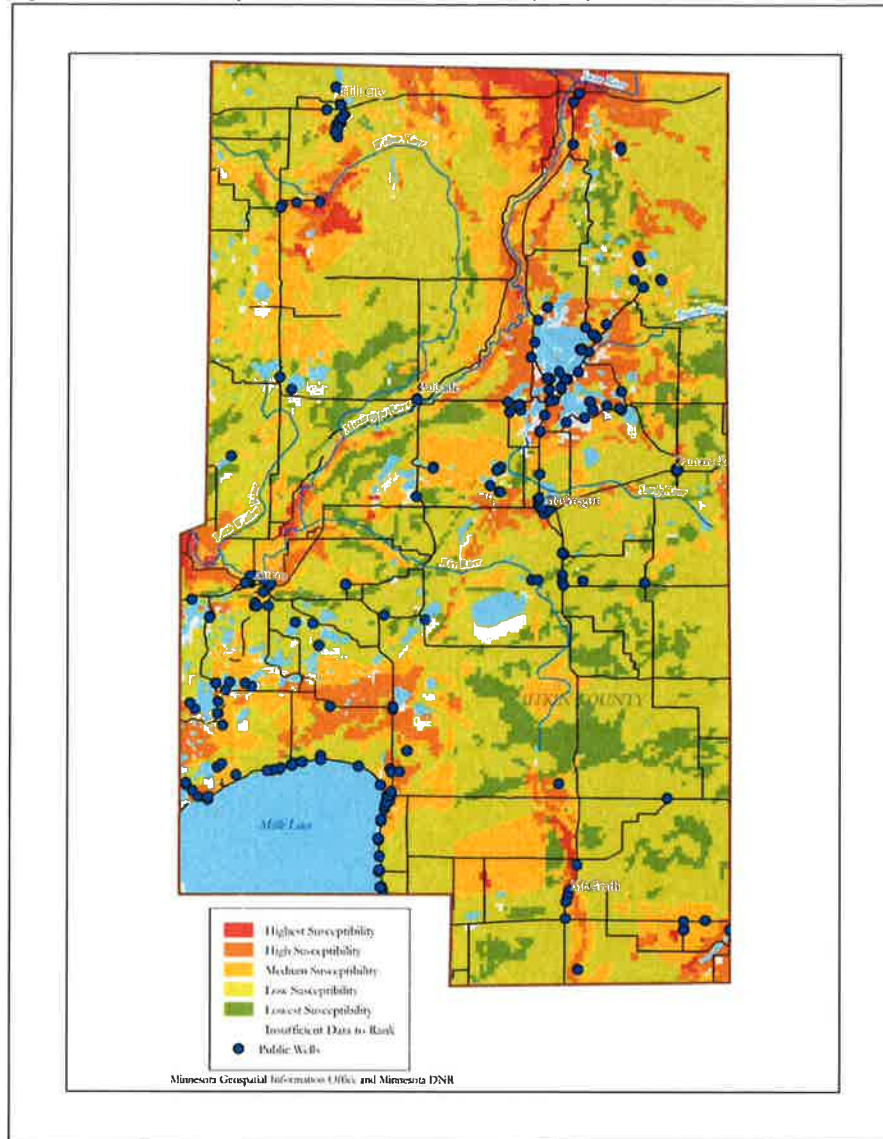


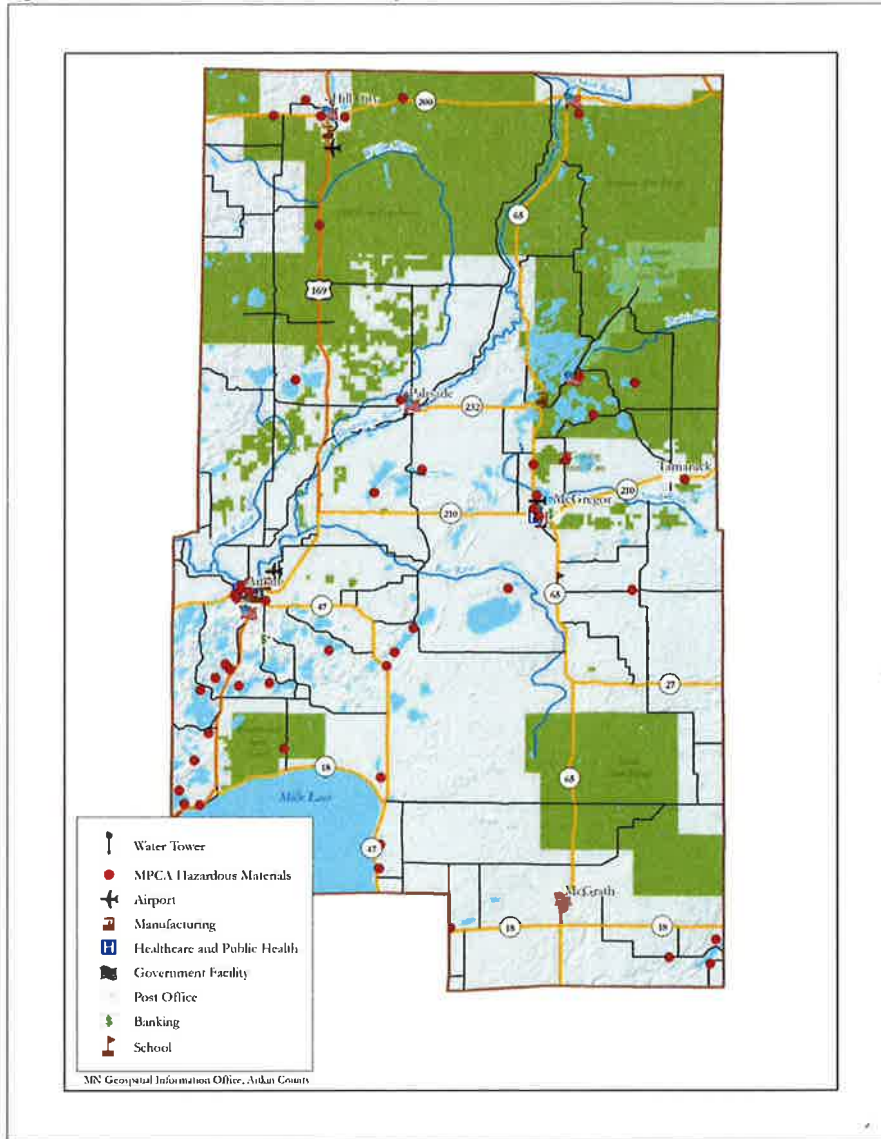
Figure A – 16. Health Care Providers in Aitkin County



FigureA – 17. Aitkin County Groundwater Contamination Susceptibility and Wells



FigureA – 18. Critical Facilities in Aitkin County





FigureA - 19. Critical Facilities in the City of Aitkin

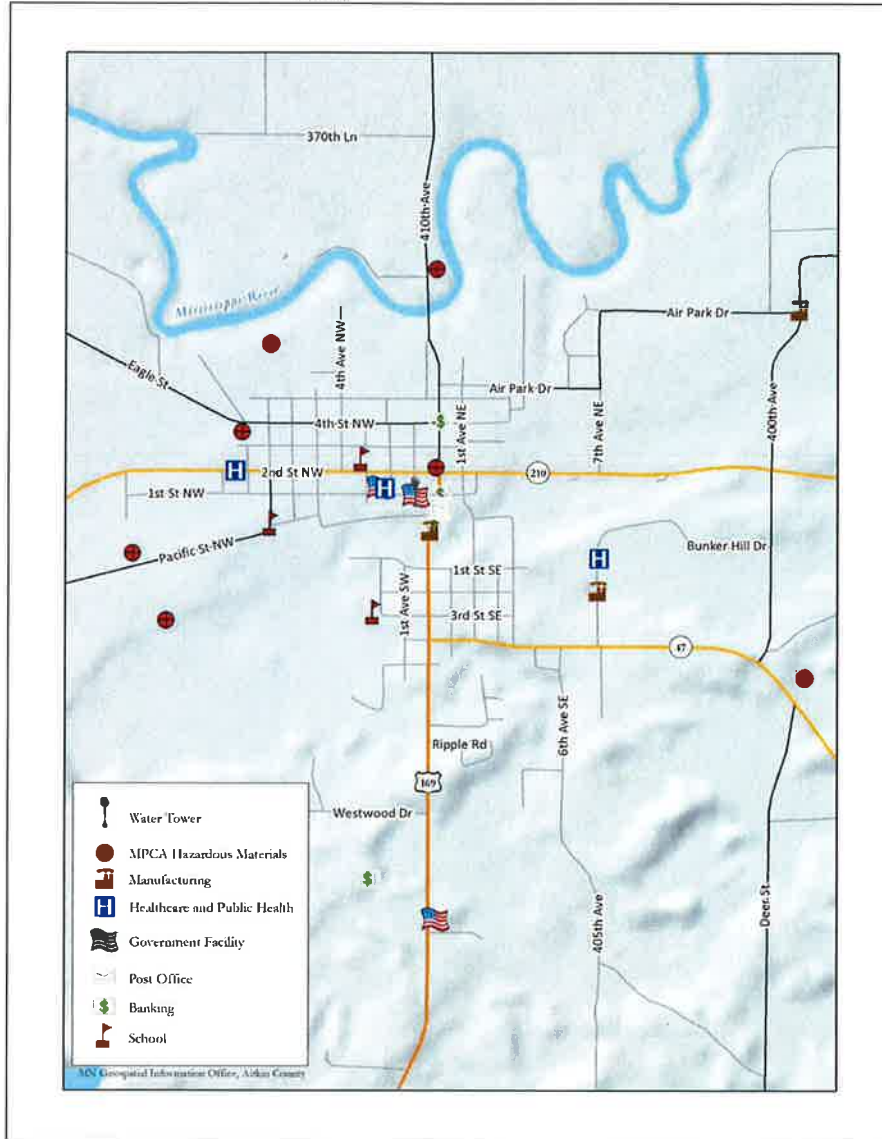


Figure A - 20. Critical Facilities in Hill City

Figure A - 21. Critical Facilities in McGregor

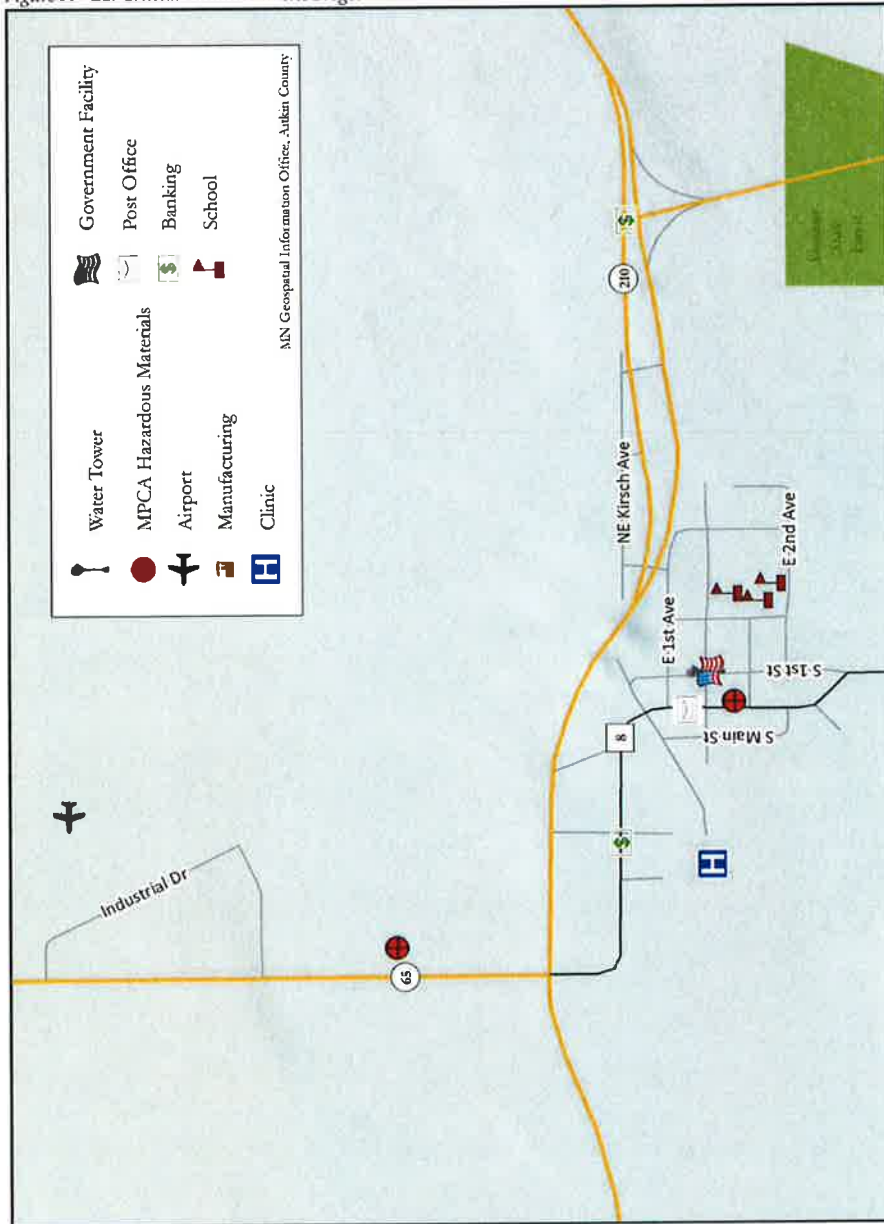




Figure A - 22. Distribution of Estimated Economic Loss by Census Block for Aitkin County in 100-Year Flood

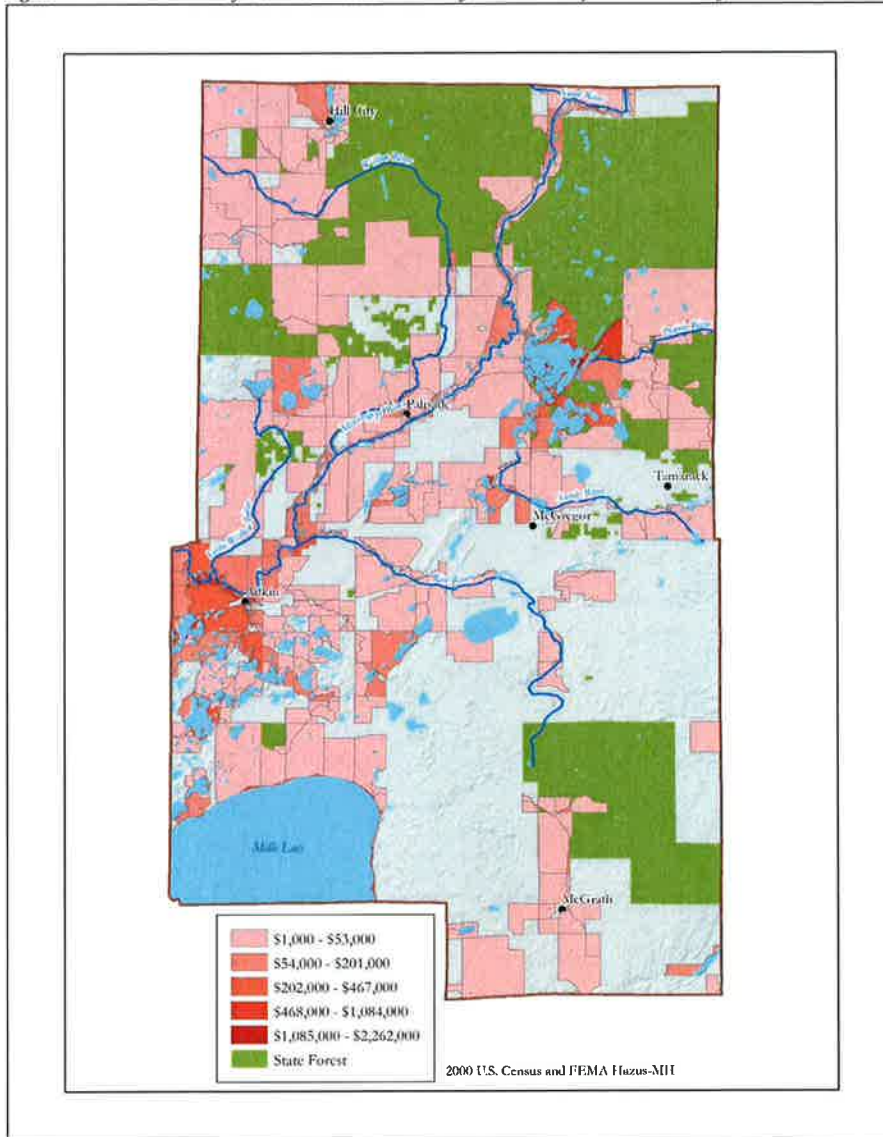


Figure A - 23. Census Block 270019901001127 and 100-Year Floodplain on Big Sandy Lake





Figure A - 24. Census Block 270019901001164 and 100-Year Floodplain on Big Sandy Lake





Figure A - 25. Census Block 270019901001168 and 100-Year Floodplain on Big Sandy Lake





Figure A - 26. Jacobson Fire Department and 100-Year Floodplain

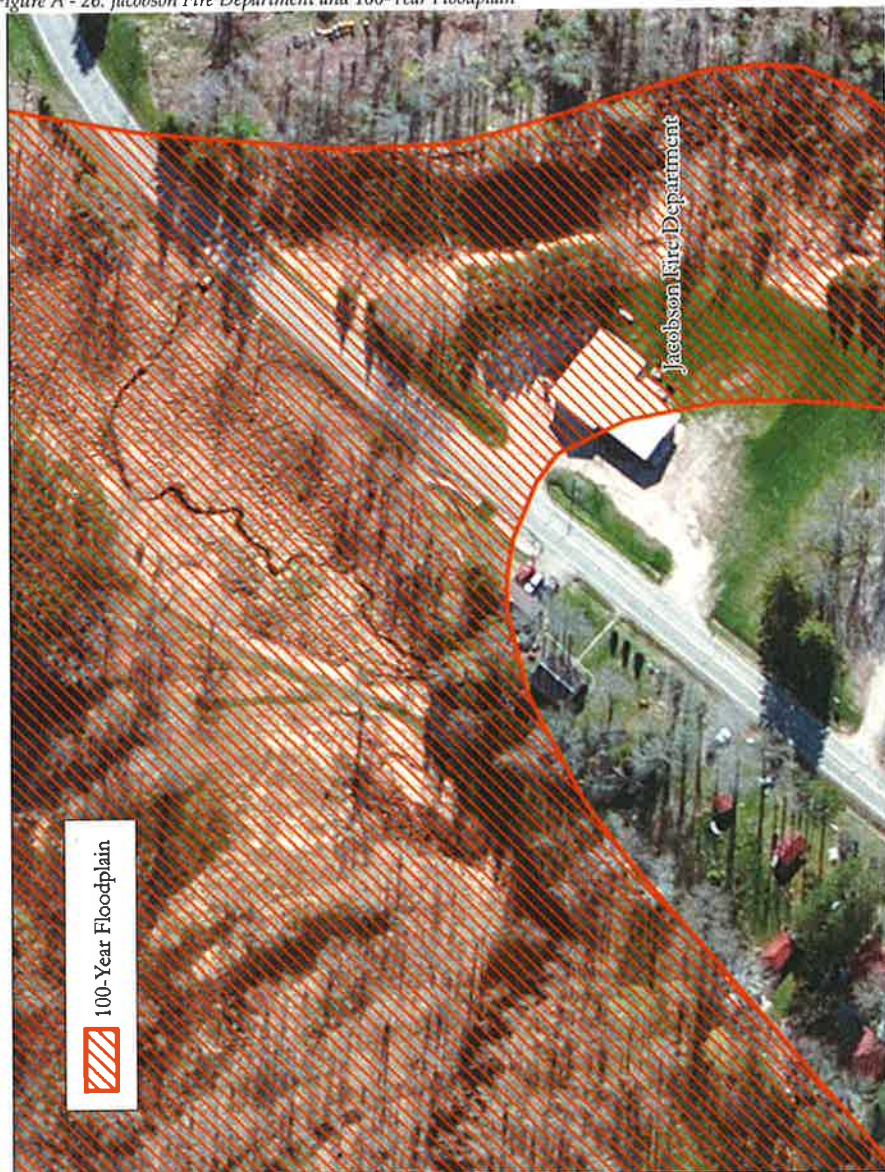


Figure A - 27. Wildfires by Cause and Acres Burned, 1985-2013

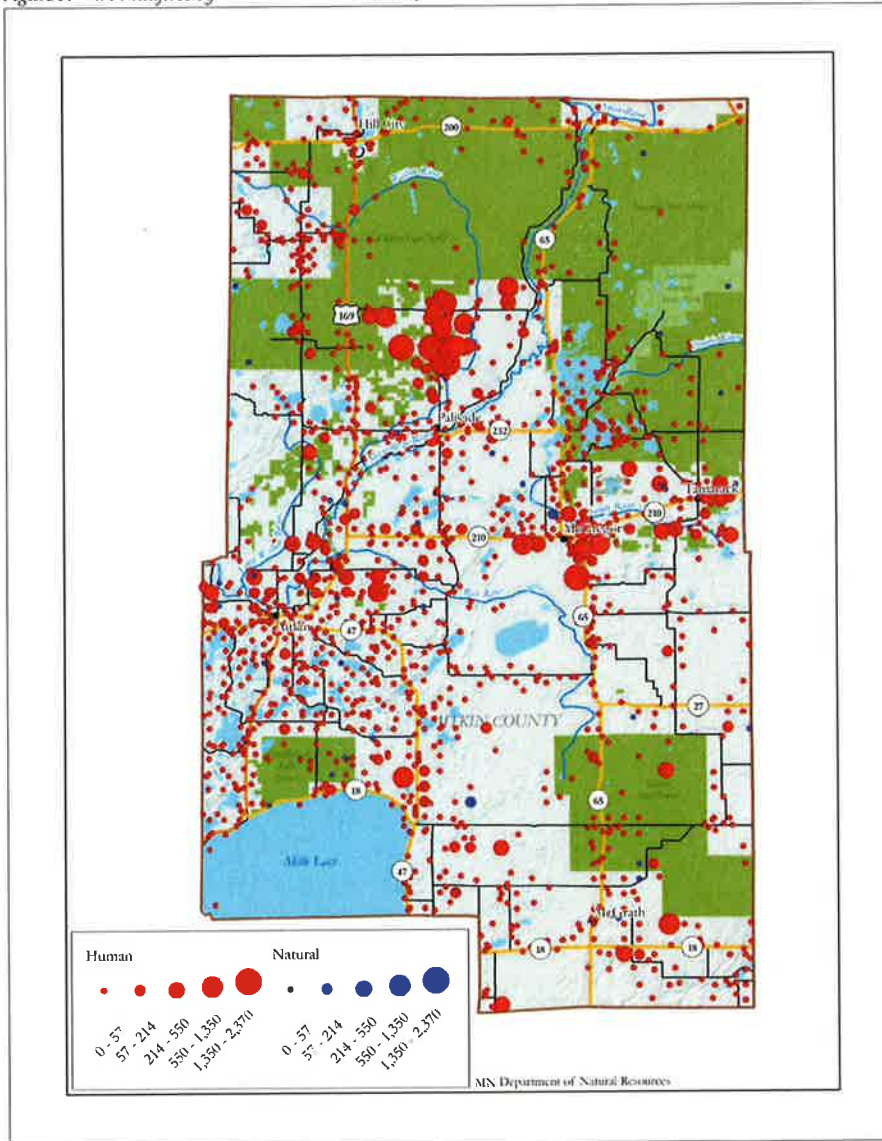
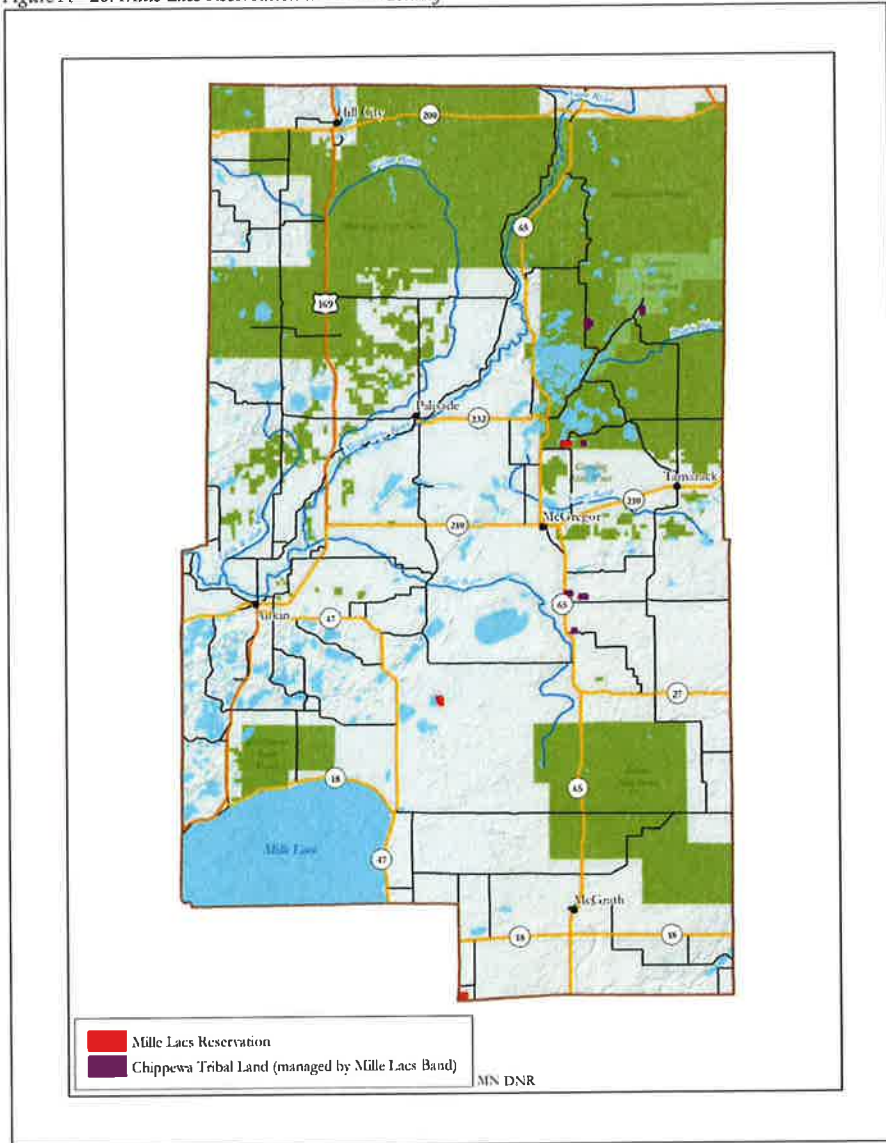


Figure A - 28. Mille Lacs Reservation in Aitkin County



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## **Appendix B**

# **Aitkin County Critical Facilities**

### AGRICULTURE & FOOD

Aitkin Feed and Farm Supply	108 Airpark Drive	Aitkin	MN	56431
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### BANKING & FINANCE

Security State Bank of Aitkin	402 Minnesota Ave. N	Aitkin	MN	56431
Bremer Bank	101 Minnesota Ave. N.	Aitkin	MN	56431
Members Co-Operative Credit Union	181st Street NE	Aitkin	MN	56431
Neighborhood National Bank	15 Minnesota Ave. S.	Aitkin	MN	56431
Security State Bank	171 Red Oak Drive #500	Aitkin	MN	56431
Grand Timber Bank	204 N. Maddy Street	McGregor	MN	55760
Members Co-Op Credit Union	State Highway 65	McGregor	MN	55760
Woodland Bank	675 U.S. Highway 169	Hill City	MN	55748

### CHEMICAL AND HAZARDOUS MATERIALS

Aitkin Waste Water Treatment Plant	4 <sup>th</sup> Ave NW	Aitkin	MN	56431
AT&T Communications (Citizen's Telecomm.)	448 Maddy St	McGregor	MN	55760
MN Central Office (Century Link)	103 2 <sup>nd</sup> St NW	Aitkin	MN	56431
Palisade Water Treatment Plant	Main St/5 <sup>th</sup> Ave	Palisade	MN	56469
Riverwood Healthcare Center	200 Bunker Hill Drive	Aitkin	MN	56431

### DAMS

Blue Lake			MN	
Cedar Lake			MN	
Cornish Flowage			MN	
Cornish Township			MN	
Dam Lake			MN	
Digman Pond			MN	
Digman Pond			MN	
Ecklund			MN	
Esquagamah Lake			MN	
French Lake WMA			MN	
Hammond Pond			MN	
Hanging Kettle Lake			MN	
Heft Pond			MN	
Hill Lake			MN	
Jewett WMA Dike No. 1			MN	

DAMS	
Jewett WMA Dike No. 2	MN
Lange Pond	MN
Little Hill F Pond	MN
Little Pine Lake	MN
Little Willow River	MN
Little Willow River F Area	MN
Long-Tamefish Lake	MN
Minnewawa Lake	MN
Moose-Willow No. 1	MN
Moose-Willow No. 2	MN
Mud River	MN
Rabbit Lake	MN
Rice Lake Pool	MN
Rice River Pool	MN
Ripple Lake	MN
Round Lake	MN
Sand Lake Dam & Lock	MN
Sandy Lake	MN
Spirit Lake	MN
Washburn Lake	MN
Waukenabo Lake	MN

ENERGY				
Aitkin Public Utilities	120 1 <sup>st</sup> St NW	Aitkin	MN	56431
East Central Energy	412 Main Ave N	Braham	MN	55006
Lake Country Power	21532 484 <sup>th</sup> Ln	McGregor	MN	55760
Mille Lacs Energy Cooperative	36559 U.S. 169	Aitkin	MN	56431

EMERGENCY SERVICES				
Aitkin Police Department	109 1 <sup>st</sup> Avenue NW	Aitkin	MN	56431
Aitkin County Sheriff's Office	217 2 <sup>nd</sup> Street NW	Aitkin	MN	56431
Hill City Police Department	125 Lake Avenue East	Hill City	MN	55748
McGregor Police Department	101 E Center Ave	McGregor	MN	55760
Aitkin Fire Department	108 1 <sup>st</sup> Ave NW	Aitkin	MN	56431
Jacobson Fire Department	68368 198 <sup>th</sup> Avenue	Jacobson	MN	55752
Hill City Fire Department	111 Henrietta Ave	Hill City	MN	55748
McGrath Fire Department	303 Main Street	McGrath	MN	56350

## EMERGENCY SERVICES

McGregor Fire Department	101 Center Ave	McGregor	MN	55760
Palisade Fire Department	48052 Nature Ave	Palisade	MN	56469
North Memorial Ambulance	Bunker Hill Dr	Aitkin	MN	56431
McGregor Ambulance	101 Center Ave	McGregor	MN	55760

## INFORMATION TECHNOLOGY

Aitkin County IT Department	209 2 <sup>nd</sup> St NW	Aitkin	MN	56431
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## COMMUNICATIONS

AT&T Communication	448 Maddy St	McGregor	MN	55760
MN Central Office (Century Link)	103 2 <sup>nd</sup> St NW	Aitkin	MN	56431

## POSTAL AND SHIPPING

U.S. Post Office	15 Minnesota Ave N.	Aitkin	MN	56431
U.S. Post Office	133 Lake Avenue	Hill City	MN	55748
U.S. Post Office	300 Main Street W.	McGrath	MN	56350
U.S. Post Office	26 N. Maddy Street	McGregor	MN	55760
U.S. Post Office	301 Main Street	Palisade	MN	56469
U.S. Post Office	275 Main Street N.	Tamarack	MN	55787

## GOVERNMENT FACILITIES

Aitkin County Courthouse	209 2 <sup>nd</sup> St NW	Aitkin	MN	56431
Aitkin City Hall	109 1 <sup>st</sup> Ave NW	Aitkin	MN	56431
Hill City City Hall	111 Henrietta Ave	Hill City	MN	55748
McGrath City Hall	PO Box 194 Main St	McGrath	MN	56350
McGregor City Hall	101 East Center Ave	McGregor	MN	55760
Palisade City Hall	PO Box 144 Main St	Palisade	MN	56469
Tamarack City Hall	255 Main St N	Tamarack	MN	55787
Aitkin High School	306 2 <sup>nd</sup> St NW	Aitkin	MN	56431
Aitkin Rippleside Elementary School	225 2 <sup>nd</sup> Ave SW	Aitkin	MN	56431
Hill City School	500 lone Ave	Hill City	MN	55748
McGregor School	148 South 2 <sup>nd</sup> St	McGregor	MN	55760
Minisinaakwaang Leadership Academy	20930 367 <sup>th</sup> Ln	McGregor	MN	55760
Army Corp of Engineers Libby Dam	22205 531 <sup>st</sup> Ln	McGregor	MN	55760

## GOVERNMENT FACILITIES

Rice Lake National Wildlife Refuge	36289 State Hwy 65	McGregor	MN	55760
Savanna Portage State Park	55626 Lake Pl	McGregor	MN	55760
Ball Bluff Town Hall	68447 198 <sup>th</sup> Ave	Jacobson	MN	55752
Balsam Town Hall	52985 145 <sup>th</sup> Pl	Tamarack	MN	55787
Beaver Town Hall	3005 140 <sup>th</sup> Pl	Sturgeon Lk	MN	55783
Farm Island Town Hall	32788 416 <sup>th</sup> Ave	Aitkin	MN	56431
Fleming Town Hall	29977 430 <sup>th</sup> Ln	Aitkin	MN	56431
Glen & Kimberly Town Hall	32631 Dam Lake St	Aitkin	MN	56431
Haugen Town Hall	48019 Kestrel Ave	Tamarack	MN	55787
Hazelton Town Hall	24248 US Hwy 169	Aitkin	MN	56431
Jevne Town Hall	43512 247 <sup>th</sup> Pl	McGregor	MN	55760
Libby Town Hall	54989 Great River Rd	Palisade	MN	56469
Macville Town Hall	38946 605 <sup>th</sup> St	Swatara	MN	55785
Malmö Town Hall	31947 260 <sup>th</sup> Ln	Aitkin	MN	56431
McGregor Town Hall	41549 200 <sup>th</sup> Ave	McGregor	MN	55760
Millward Town Hall	23459 Kestrel Ave	McGrath	MN	56350
Morrison Town Hall	36031 405 <sup>th</sup> Ln	Aitkin	MN	56431
Nordland Town Hall	31310 Oriole Ave	Aitkin	MN	56431
Rice River Town Hall	32270 State Hwy 65	McGregor	MN	55760
Salo Town Hall	36303 Kestrel Ave	McGregor	MN	55760
Seavey Town Hall	26411 180 <sup>th</sup> St	McGrath	MN	56350
Shamrock Town Hall	49954 Lake Ave	McGregor	MN	55760
Spalding Town Hall	36418 208 <sup>th</sup> Pl	McGregor	MN	55760
Spencer Town Hall	35588 387 <sup>th</sup> Ave	Aitkin	MN	56431
Turner Town Hall	52988 Loon Ave	McGregor	MN	55760
Verdon Town Hall	62010 Great River Rd	Jacobson	MN	55752
Wagner Town Hall	11550 State Hwy 18	Finlayson	MN	55735
Waukenabo Town Hall	36797 Grove St	Palisade	MN	56469
Wealthwood Town Hall	24249 385 <sup>th</sup> Ave	Aitkin	MN	56431
White Pine Town Hall	22020 210 <sup>th</sup> Ave	McGrath	MN	56350
Workman Town Hall	24301 480 <sup>th</sup> St	McGregor	MN	55760



## HEALTHCARE AND PUBLIC HEALTH

Aicota Health Care Center	850 2 <sup>nd</sup> Street NW	Aitkin	MN	56431
Aicota Assisted Living	840 2 <sup>nd</sup> St NW	Aitkin	MN	56431
Aitkin County Health & Human Services	204 1 <sup>st</sup> Street NW	Aitkin	MN	56431
Aitkin Health Services	301 MN Ave S	Aitkin	MN	56431
Golden Horizons	518 7 <sup>th</sup> Ave NE	Aitkin	MN	56431
Northland Assisted Living	22027 420 <sup>th</sup> St	McGregor	MN	55760
Riverwood Healthcare Center Hospital & Clinic	200 Bunker Hill Drive	Aitkin	MN	56431
Riverwood Healthcare Center – McGregor Clinic	2 East Center Avenue	McGregor	MN	55760

## TRANSPORTATION

Aitkin Municipal Airport	1190 Air Park Drive	Aitkin	MN	56431
Hill City Quadna Mountain Airport	125 Lake Ave	Hill City	MN	55748
McGregor Municipal Airport	111 Center Ave E	McGregor	MN	55760
Aitkin County Highway Department	1211 Air Park Drive	Aitkin	MN	56431
Aitkin County Highway Department Jacobson Shop	68507 Great River Rd	Jacobson	MN	55752
Aitkin County Highway Department McGrath Shop	20208 220 <sup>th</sup> St	McGrath	MN	56350
Aitkin County Highway Department McGregor Shop	20129 State Hwy 210	McGregor	MN	55760
Aitkin County Highway Department Palisade Shop	47652 Nature Ave	Palisade	MN	56469
Aitkin County Highway Department Swatara Shop	36371 610 <sup>th</sup> St	Hill City	MN	55748

## WATER

Aitkin Wastewater Treatment Plant	4th Ave NW	Aitkin	MN	56431
Palisade Water Treatment Plant	Main St on 5th Ave	Palisade	MN	56469
Aitkin Water Tower	109 1 <sup>st</sup> Ave NW	Aitkin	MN	56431
Hill City Water Tower	111 Henrietta Ave	Hill City	MN	55748
McGregor Water Tower	101 East Center Ave	McGregor	MN	55760
Palisade Water Tower	PO Box 144 Main St	Palisade	MN	56469

## MANUFACTURING

Aitkin Iron Works	301 Bunker Hill Drive	Aitkin	MN	56431
FLOE International	48473 Minnesota 65	McGregor	MN	55760
Lake States Lumber	995 Pacific St N W	Aitkin	MN	56431
National Innovative Visions Inc.	65742 US Hwy 169	Hill City	MN	55748
Savanna Pallets	106 1st Ave E	McGregor	MN	55760
Stern Rubber Company	1104 Air Park Drive	Aitkin	MN	56431

## **Appendix C**

# **Aitkin County Hazard Events**

The National Climatic Data Center Database was queried for all notable events on record, through May 2014. However, some categories of events do not have records prior to 2002.

Table C - 1. All severe tornado events recorded by NCDC, 1952-May 2014

Location or County	Date	Magnitude	Deaths	Injuries	Property Damage	Length in miles	Width in yards
1. Shovel Lake	8/29/2013	EF1	0	0	0	NA	NA
2. Haypoint	6/17/2010	F0	0	0	0	1	25
3. McGregor	6/30/1994	F0	0	0	0	0.1	10
4. Aitkin County	9/13/1990	F0	0	0	0	0.1	10
5. Aitkin County	7/3/1985	F2	0	0	25K	2	200
6. Aitkin County	7/3/1985	F0	0	0	250K	3	100
7. Aitkin County	6/12/1983	F0	0	0	2.5K	3	400
8. Aitkin County	7/28/1978	F1	0	0	250K	18	880
9. Aitkin County	9/8/1977	F2	0	0	250K	3.6	660
10. Aitkin County	6/25/1973	F0	0	0	2.5K	0.8	100
11. Aitkin County	9/17/1971	F0	0	0	0	0.1	30
12. Aitkin County	8/6/1969	F3	1	3	250K	12.5	1500
13. Aitkin County	8/6/1969	F4	0	0	2.5M	10.1	833
14. Aitkin County	6/30/1968	F3	0	0	2.5K	0.1	10
15. Aitkin County	7/3/1955	F1	0	0	0.25K	0	33
16. Aitkin County	7/16/1952	F2	0	0	25K	9.4	333
<b>Highest Value Property Damage:</b>					<b>2.5M</b>		

Table C - 2. All severe hail storm events recorded by NCDC, 1972-May 2014

Location or County	Date	Magnitude	Deaths	Injuries	Property Damage
17. Hill City	8/29/2013	1.75 in.	0	0	0
18. Hill City	8/29/2013	1.75 in.	0	0	0
19. Hill City Quadna Airport	8/29/2013	1.00 in.	0	0	0
20. Cutler	08/04/2012	1.00 in.	0	0	0
21. Wealthwood	08/04/2012	1.50 in.	0	0	0
22. Kimberly	08/04/2012	1.00 in.	0	0	0
23. Cutler	07/04/2012	1.00 in.	0	0	0
24. Wealthwood	07/04/2012	1.50 in.	0	0	0
25. Kimberly	07/04/2012	1.00 in.	0	0	0
26. Bennettville	05/28/2012	1.75 in.	0	0	0
27. Aitkin	05/28/2012	1.00 in.	0	0	0
28. Jacobson	8/8/2011	1.00 in.	0	0	0
29. McGregor	9/2/2010	1.00 in.	0	0	0
30. Swatara	6/17/2010	2.00 in.	0	0	0



Location or County	Date	Magnitude	Deaths	Injuries	Property Damage
31. Jacobson	6/17/2010	2.00 in.	0	0	0
32. Jacobson	6/17/2010	1.00 in.	0	0	0
33. Hill City	6/17/2010	1.00 in.	0	0	0
34. Aitkin	4/22/2009	1.00 in.	0	0	0
35. Hill City	8/28/2008	0.88 in.	0	0	0
36. Glory	6/27/2008	0.88 in.	0	0	0
37. Hassman	6/27/2008	0.75 in.	0	0	0
38. Hill City	8/27/2007	0.88 in.	0	0	0
39. McGregor	8/27/2007	2.75 in.	0	0	0
40. McGregor	8/27/2007	1.75 in.	0	0	0
41. Hill City	8/27/2007	1.75 in.	0	0	0
42. Hill City	8/27/2007	0.75 in.	0	0	0
43. McGregor	6/7/2007	0.88 in.	0	0	0
44. Aitkin	5/18/2007	0.75 in.	0	0	0
45. Aitkin	4/22/2007	0.75 in.	0	0	0
46. Swatara	7/30/2006	1.00 in.	0	0	0
47. Aitkin	5/29/2006	1.00 in.	0	0	0
48. Aitkin	5/29/2006	1.00 in.	0	0	0
49. McGregor	8/9/2005	1.00 in.	0	0	0
50. Hill City	6/27/2005	0.75 in.	0	0	0
51. Hassman	6/28/2003	0.75 in.	0	0	0
52. Lawler	6/13/2001	0.75 in.	0	0	0
53. Sheshebee	6/13/2001	1.75 in.	0	0	0
54. Tamarack	8/14/2000	2.00 in.	0	0	0
55. Pallsade	8/14/2000	0.75 in.	0	0	0
56. Kimberly	7/8/2000	1.75 in.	0	0	0
57. McGregor	6/6/1999	0.75 in.	0	0	0
58. Aitkin	6/6/1999	1.00 in.	0	0	0
59. Hill City	6/16/1998	0.75 in.	0	0	0
60. McGregor	6/1/1998	1.75 in.	0	0	0
61. Aitkin County	6/9/1991	0.75 in.	0	0	0
62. Aitkin County	9/13/1990	2.00 in.	0	0	0
63. Aitkin County	9/5/1990	2.75 in.	0	0	0
64. Aitkin County	7/17/1990	0.75 in.	0	0	0
65. Aitkin County	6/1/1987	1.00 in.	0	0	0
66. Aitkin County	5/10/1987	0.75 in.	0	0	0
67. Aitkin County	8/4/1986	1.75 in.	0	0	0
68. Aitkin County	6/25/1985	0.87 in.	0	0	0
69. Aitkin County	6/5/1980	2.75 in.	0	0	0

Location or County	Date	Magnitude	Deaths	Injuries	Property Damage
70. Aitkin County	7/22/1976	0.75 in.	0	0	0
71. Aitkin County	7/6/1976	1.00 in.	0	0	0
72. Aitkin County	8/5/1972	2.00 in.	0	0	0
73. Aitkin County	8/5/1972	1.00 in.	0	0	0
<b>Highest Value Property Damage:</b>					<b>OK</b>

Table C-3. All severe thunderstorm wind events recorded by NCDC, 1972-May 2014

Location or County	Date	Magnitude (knots)	Deaths	Injuries	Property Damage
74. Hill City	8/31/2013	52	0	0	0
75. Libby	8/29/2013	52	0	0	0
76. Kimberly	8/29/2013	52	0	0	0
77. Thorp	8/29/2013	52	0	0	0
78. Thorp	8/29/2013	52	0	0	0
79. Wealthwood	8/4/2012	50	0	0	0
80. Hill City	8/4/2012	50	0	0	0
81. Wealthwood	7/4/2012	60	0	0	0
82. Hill City	7/4/2012	50	0	0	0
83. Hill City	7/2/2012	50	0	0	0
84. Minnewawa	6/19/2012	50	0	0	0
85. Palsade	6/19/2012	50	0	0	0
86. Aitkin	7/10/2011	61	0	0	0
87. Cutler	5/30/2011	50	0	0	0
88. McGregor	8/20/2010	50	0	0	0
89. Rush City Municipal Airport	7/11/2008	60	0	0	0
90. Palisade	7/11/2008	56	0	0	0
91. Hill City	5/17/2008	52	0	0	0
92. Minnewawa	5/17/2008	52	0	0	0
93. Palisade	9/24/2007	52	0	0	0
94. McGregor	7/29/2006	55	0	0	0
95. McGregor	7/29/2006	55	0	0	0
96. Aitkin	8/9/2005	60	0	0	0
97. Hill City	6/27/2005	52	0	0	0
98. Aitkin	9/23/2004	60	0	0	0
99. Palisade	4/28/2004	60	0	0	0
100. Hill City	8/20/2003	55	0	0	0
101. McGregor	7/2/2003	50	0	0	0

Location or County	Date	Magnitude (knots)	Deaths	Injuries	Property Damage
102. McGrath	7/21/2002	50	0	0	0
103. Aitkin	7/8/2002	50	0	0	0
104. Hill City	4/16/2002	50	0	0	0
105. Hill City	8/8/2001	50	0	0	0
106. Swatara	8/8/2001	55	0	0	0
107. Hill City	7/17/2001	52	0	0	0
108. Aitkin	6/13/2001	50	0	0	0
109. Aitkin	6/11/2001	55	0	0	0
110. McGregor	8/14/2000	50	0	0	0
111. Jacobson	8/14/2000	60	0	0	0
112. Hill City	8/14/2000	50	0	0	0
113. Swatara	8/14/2000	60	0	0	0
114. Hill City	8/14/2000	60	0	0	0
115. Palisade	7/25/1999	55	0	0	0
116. Jacobson	7/25/1999	55	0	0	0
117. Tamarack	7/25/1999	60	0	0	0
118. McGregor	7/23/1999	50	0	0	0
119. Aitkin	7/23/1999	61	0	0	0
120. Hill City	7/4/1999	52	0	0	0
121. Hill City	6/26/1999	50	0	0	0
122. McGregor	6/1/1998	50	0	0	0
123. Tamarack	5/15/1998	50	0	0	0
124. Aitkin	6/28/1997	55	0	0	0
125. Jacobson	8/25/1996	50	0	0	0
126. Aitkin	8/6/1996	50	0	0	0
127. Malmo	6/29/1996	55	0	0	0
128. Tamarack	5/17/1996	50	0	0	0
129. Hill City	7/13/1995	N/A	0	0	0
130. Aitkin	7/12/1995	N/A	0	0	0
131. Aitkin County	8/12/1994	60	0	0	0
132. Aitkin	6/19/1994	N/A	0	0	0.5K
133. Aitkin	6/19/1994	N/A	0	0	0
134. Aitkin County	9/17/1992	N/A	0	0	0
135. Aitkin County	6/28/1991	N/A	0	0	0
136. Aitkin County	6/27/1991	N/A	0	0	0
137. Aitkin County	9/5/1990	N/A	0	0	0
138. Aitkin County	8/26/1990	N/A	0	0	0
139. Aitkin County	8/30/1989	N/A	0	0	0
140. Aitkin County	7/4/1986	N/A	0	0	0

Location or County	Date	Magnitude (knots)	Deaths	Injuries	Property Damage
141. Aitkin County	6/3/1986	N/A	0	0	0
142. Aitkin County	6/21/1985	N/A	0	0	0
143. Aitkin County	6/6/1984	N/A	0	0	0
144. Aitkin County	6/16/1979	N/A	0	0	0
145. Aitkin County	8/14/1978	N/A	0	0	0
146. Aitkin County	8/14/1978	N/A	0	0	0
147. Aitkin County	6/7/1977	55	0	0	0
148. Aitkin County	6/7/1977	N/A	0	0	0
149. Aitkin County	7/22/1976	N/A	0	0	0
150. Aitkin County	7/2/1975	N/A	0	0	0
151. Aitkin County	7/2/1975	N/A	0	0	0
152. Aitkin County	7/2/1975	N/A	0	0	0
153. Aitkin County	7/13/1974	N/A	0	0	0
154. Aitkin County	6/25/1973	N/A	0	0	0
155. Aitkin County	8/5/1972	N/A	0	0	0
<b>Highest Value Property Damage:</b>					<b>0.5K</b>

Table C - 4. All extreme flood events recorded by NCDC, 2002-May 2014

Location or County	Date	Type	Deaths	Injuries	Property Damage
156. Aitkin	5/1/2013	Flood	0	0	0
157. Aitkin	4/30/2013	Flood	0	0	0
158. Libby	7/1/2012	Flood	0	0	0
159. Aitkin	7/1/2012	Flood	0	0	0
160. Libby	6/20/2012	Flood	0	0	0
161. Aitkin	6/17/2012	Flood	0	0	0
162. Libby	6/1/2012	Flood	0	0	0
163. Aitkin	6/1/2012	Flood	0	0	0
164. Aitkin	5/26/2012	Flood	0	0	0
165. Aitkin	5/5/2011	Flood	0	0	0
166. Aitkin	4/11/2011	Flood	0	0	0
167. Nichols	12/7/2010	Flood	0	0	0
168. Aitkin Airport	11/1/2010	Flood	0	0	0
169. Aitkin	7/14/2009	Flash Flood	0	0	0
169. Redtop	7/7/2002	Flash Flood	0	0	0
<b>Highest Value Property Damage:</b>					<b>0</b>



Table C - 5. All severe lightning events recorded by NCDC, 2000-May 2014

Location or County	Date	Deaths	Injuries	Property Damage
170. Aitkin	6/19/2002	0	0	0
171. Aitkin	7/8/2000	0	0	0
<b>Highest Value Property Damage:</b>				<b>0</b>

Table C - 6. All severe cold/wind chill events recorded by NCDC, 1997-May 2014

Location or County	Date	Type	Deaths	Injuries	Property Damage
172. Northern Aitkin	3/1/2014	Cold/Wind chill	0	0	0
173. Southern Aitkin	2/27/2014	Cold/Wind chill	0	0	0
174. Northern Aitkin	2/27/2014	Cold/Wind chill	0	0	0
175. Southern Aitkin	2/27/2014	Cold/Wind chill	0	0	0
176. Northern Aitkin	2/27/2014	Cold/Wind chill	0	0	0
177. Northern Aitkin	1/27/2014	Cold/Wind chill	0	0	0
178. Southern Aitkin	1/27/2014	Cold/Wind chill	0	0	0
179. Northern Aitkin	1/27/2014	Cold/Wind chill	0	0	0
180. Southern Aitkin	1/27/2014	Cold/Wind chill	0	0	0
181. Southern Aitkin	1/22/2014	Cold/Wind chill	0	0	0
182. Northern Aitkin	1/22/2014	Cold/Wind chill	0	0	0
183. Southern Aitkin	1/22/2014	Cold/Wind chill	0	0	0
184. Northern Aitkin	1/22/2014	Cold/Wind chill	0	0	0
185. Southern Aitkin	1/8/2014	Cold/Wind chill	0	0	0
186. Northern Aitkin	1/8/2014	Cold/Wind chill	0	0	0
187. Southern Aitkin	1/8/2014	Cold/Wind chill	0	0	0
188. Northern Aitkin	1/8/2014	Cold/Wind chill	0	0	0
189. Southern Aitkin	1/4/2014	Cold/Wind chill	0	0	0
190. Northern Aitkin	1/4/2014	Cold/Wind chill	0	0	0
191. Southern Aitkin	1/4/2014	Cold/Wind chill	0	0	0
192. Northern Aitkin	1/4/2014	Cold/Wind chill	0	0	0
193. Southern Aitkin	12/30/2013	Cold/Wind chill	0	0	0
194. Northern Aitkin	12/30/2013	Cold/Wind chill	0	0	0
195. Northern Aitkin	12/11/2013	Cold/Wind chill	0	0	0
196. Southern Aitkin	1/21/2013	Cold/Wind chill	0	0	0
197. Northern Aitkin	1/21/2013	Cold/Wind chill	0	0	0
198. Southern Aitkin	1/18/2011	Cold/Wind chill	0	0	0
199. Northern Aitkin	2/9/2008	Cold/Wind chill	0	0	0
200. Southern Aitkin	2/9/2008	Cold/Wind chill	0	0	0
201. Southern Aitkin	2/17/2006	Cold/Wind chill	0	0	0

Location or County	Date	Type	Deaths	Injuries	Property Damage
202. Northern Aitkin	2/17/2006	Cold/Wind chill	0	0	0
203. Southern Aitkin	1/14/2005	Cold/Wind chill	0	0	0
204. Northern Aitkin	1/14/2005	Cold/Wind chill	0	0	0
205. Southern Aitkin	1/15/1997	Cold/Wind chill	0	0	0
206. Northern Aitkin	1/15/1997	Cold/Wind chill	0	0	0
<b>Highest Value Property Damage:</b>					<b>0</b>

Table C - 7. All severe winter weather, winter storms, and heavy snows recorded by NCDC, 1996-May 2014

Location or County	Date	Type	Deaths	Injuries	Property Damage
207. Southern Aitkin	3/27/2014	Heavy Snow	0	0	0
208. Southern Aitkin	3/17/2014	Heavy Snow	0	0	0
209. Southern Aitkin	2/20/2014	Heavy Snow	0	0	0
210. Southern Aitkin	12/2/2013	Heavy Snow	0	0	0
211. Northern Aitkin	12/2/2013	Heavy Snow	0	0	0
212. Southern Aitkin	4/22/2013	Heavy Snow	0	0	0
213. Southern Aitkin	4/11/2013	Heavy Snow	0	0	0
214. Northern Aitkin	3/9/2013	Heavy Snow	0	0	0
215. Southern Aitkin	3/4/2013	Heavy Snow	0	0	0
216. Northern Aitkin	3/4/2013	Heavy Snow	0	0	0
217. Southern Aitkin	2/10/2013	Heavy Snow	0	0	0
218. Northern Aitkin	2/10/2013	Heavy Snow	0	0	0
219. Northern Aitkin	12/9/2012	Heavy Snow	0	0	0
220. Northern Aitkin	12/9/2012	Heavy Snow	0	0	0
221. Northern Aitkin	2/28/2012	Heavy Snow	0	0	0
222. Southern Aitkin	2/28/2012	Heavy Snow	0	0	0
223. Northern Aitkin	12/30/2010	Heavy Snow	0	0	0
224. Northern Aitkin	12/20/2010	Heavy Snow	0	0	0
225. Southern Aitkin	11/29/2010	Heavy Snow	0	0	0
226. Northern Aitkin	5/7/2010	Winter Weather	0	0	0
227. Southern Aitkin	12/23/2009	Winter Storm	0	0	0
228. Northern Aitkin	12/23/2009	Winter Storm	0	0	0
229. Northern Aitkin	4/1/2009	Winter Storm	0	0	0
230. Northern Aitkin	3/31/2009	Winter Storm	0	0	0
231. Southern Aitkin	3/10/2009	Winter Storm	0	0	0
232. Northern Aitkin	3/10/2009	Winter Storm	0	0	0
233. Northern Aitkin	1/3/2009	Heavy Snow	0	0	0

Location or County	Date	Type	Deaths	Injuries	Property Damage
234. Southern Aitkin	12/30/2008	Heavy Snow	0	0	0
235. Northern Aitkin	12/20/2008	Heavy Snow	0	0	0
236. Southern Aitkin	12/13/2008	Winter Storm	0	0	0
237. Northern Aitkin	12/13/2008	Winter Storm	0	0	0
238. Northern Aitkin	4/10/2008	Winter Storm	0	0	0
239. Southern Aitkin	4/10/2008	Winter Storm	0	0	0
240. Northern Aitkin	4/5/2008	Winter Storm	0	0	0
241. Northern Aitkin	12/1/2007	Winter Storm	0	0	0
242. Southern Aitkin	12/1/2007	Winter Storm	0	0	0
243. Northern Aitkin	4/3/2007	Winter Storm	0	0	0
244. Southern Aitkin	4/3/2007	Winter Storm	0	0	0
245. Northern Aitkin	3/1/2007	Winter Storm	0	0	0
246. Southern Aitkin	3/1/2007	Winter Storm	0	0	0
247. Northern Aitkin	2/24/2007	Winter Storm	0	0	0
248. Southern Aitkin	2/24/2007	Winter Storm	0	0	0
249. Northern Aitkin	12/30/2006	Winter Storm	0	0	0
250. Northern Aitkin	2/24/2006	Heavy Snow	0	0	0
251. Southern Aitkin	1/21/2005	Heavy Snow	0	0	0
252. Northern Aitkin	1/21/2005	Heavy Snow	0	0	0
253. Northern Aitkin	1/1/2005	Winter Storm	0	0	0
254. Southern Aitkin	1/25/2004	Heavy Snow	0	0	0
255. Northern Aitkin	1/25/2004	Heavy Snow	0	0	0
256. Northern Aitkin	11/22/2003	Heavy Snow	0	0	0
257. Southern Aitkin	11/22/2003	Heavy Snow	0	0	0
258. Northern Aitkin	3/9/2002	Heavy Snow	0	0	0
259. Southern Aitkin	3/9/2002	Heavy Snow	0	0	0
260. Southern Aitkin	3/7/2002	Heavy Snow	0	0	0
261. Northern Aitkin	3/7/2002	Heavy Snow	0	0	0
262. Southern Aitkin	2/24/2002	Heavy Snow	0	0	0
263. Southern Aitkin	11/26/2001	Winter Storm	0	0	0
264. Northern Aitkin	11/26/2001	Winter Storm	0	0	0
265. Southern Aitkin	2/24/2001	Heavy Snow	0	0	0
266. Northern Aitkin	2/24/2001	Heavy Snow	0	0	0
267. Southern Aitkin	2/7/2001	Heavy Snow	0	0	0
268. Northern Aitkin	2/7/2001	Heavy Snow	0	0	0
269. Southern Aitkin	3/15/2000	Heavy Snow	0	0	0
270. Northern Aitkin	3/15/2000	Heavy Snow	0	0	0
271. Southern Aitkin	2/15/2000	Heavy Snow	0	0	0
272. Northern Aitkin	2/15/2000	Heavy Snow	0	0	0

Location or County	Date	Type	Deaths	Injuries	Property Damage
273. Northern Aitkin	3/8/1999	Heavy Snow	0	0	0
274. Southern Aitkin	3/8/1999	Heavy Snow	0	0	0
275. Southern Aitkin	11/9/1998	Winter Storm	0	0	0
276. Northern Aitkin	11/9/1998	Winter Storm	0	0	0
277. Northern Aitkin	3/31/1998	Heavy Snow	0	0	0
278. Southern Aitkin	3/31/1998	Heavy Snow	0	0	0
279. Southern Aitkin	11/13/1997	Heavy Snow	0	0	0
280. Southern Aitkin	3/13/1997	Heavy Snow	0	0	0
281. Northern Aitkin	3/13/1997	Heavy Snow	0	0	0
282. Southern Aitkin	1/23/1997	Heavy Snow	0	0	0
283. Northern Aitkin	1/23/1997	Heavy Snow	0	0	0
284. Southern Aitkin	1/4/1997	Winter Storm	0	0	0
285. Northern Aitkin	1/4/1997	Winter Storm	0	0	0
286. Northern Aitkin	4/12/1996	Winter Weather	0	0	0
287. Southern Aitkin	4/12/1996	Winter Weather	0	0	0
288. Northern Aitkin	3/24/1996	Heavy Snow	0	0	0
289. Southern Aitkin	3/24/1996	Heavy Snow	0	0	0
290. Southern Aitkin	2/26/1996	Heavy Snow	0	0	0
291. Northern Aitkin	2/26/1996	Heavy Snow	0	0	0
292. Southern Aitkin	1/28/1996	Heavy Snow	0	0	0
293. Northern Aitkin	1/28/1996	Heavy Snow	0	0	0
294. Northern Aitkin	1/17/1996	Heavy Snow	0	0	0
295. Southern Aitkin	1/17/1996	Heavy Snow	0	0	0
<b>Highest Value Property Damage:</b>					<b>0</b>



## Appendix D Adopting Resolutions



## Appendix E

# Steering Committee Meetings

### **Aitkin County - Multi-Hazard Mitigation Plan Update**

September 24, 2013 Kick-Off Planning Team Meeting  
McGregor Community Center, McGregor MN  
3:30 – 5:00p.m.

#### **Meeting Summary:**

On September 24<sup>th</sup>, Aitkin County Sheriff Scott Turner convened a group of identified key stakeholders from local jurisdictions and other key agencies or organizations in Aitkin County who are asked to participate on the Aitkin County MHMP planning team.

The meeting was facilitated by Scott Turner and Bonnie Hundrieser, Senior Planner with the Arrowhead Regional Development Commission. Scott opened the meeting with welcoming comments, participant introductions, and background information about the FEMA grant awarded for the 5-year update of the Aitkin County MHMP.

Bonnie then did a powerpoint presentation to provide an overview to the planning team of the purpose and process of the MHMP update, including planning team responsibilities and expected project timeline.

After the presentation, the group engaged in a discussion of questions and answers. Jurisdictions expressed interest in the future opportunity for applying for HMGP grants for potential local mitigation projects. No participants expressed any confusion or concern about the project and the planning process.

The planning team was informed that local jurisdictions and other key stakeholders will be contacted on a one-on-one basis as needed by Hundrieser before the next planning team meeting (slated for February, 2014) for information on relevant plans, policies, etc. in place that will be relevant to the MHMP update process.

Attached to this meeting summary are the following:

1. September 24<sup>th</sup> Meeting Agenda
2. Participant sign in sheets
3. Powerpoint presentation slides

*Meeting summary prepared by:*  
Bonnie Hundrieser, Senior Planner  
Arrowhead Regional Development Commission  
Phone: (218) 529-7527  
Email: [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org)

# **Aitkin County Multi-Hazard Mitigation Plan Update**

*September 24, 2013 Kick-Off Planning Team Meeting  
McGregor Community Center, McGregor MN  
3:30 – 5:00p.m.*

## **AGENDA**

1. Opening Comments and Introductions (Aitkin County Sheriff Scott Turner)
2. Overview of the Aitkin County Multi-Hazard Mitigation Plan purpose, process, and timeline (Bonnie Hundrieser, Arrowhead Regional Development Commission)
3. Questions

### Aitkin County Multi Hazard Mitigation Plan Kick-Off Meeting

September 24, 2013

Name	Agency/Department	Phone	Email
Brian Pisarek	DNR/Aitkin Fire Kick Lake WUP	218-927-4040	brian.pisarek@state.mn.us
Duane King	U.S. Fish & Wildlife Service	218-768-2402	duane-king@fws.gov
Bernie Novak	Aitkin Schools	218-927-2115	bnovak@aitkin.k12.mn.us
Tony Sundholm	Rivewood Healthcare	(218) 921-5570	asundholm@rivewoodhealthcare.org
Kathy Bryphy	City of Aitkin	218-927-2527	cityclerk@ci.aitkin.mn.us
Monte Fromm	MSU Extension	218-571-4151	monte.fromm@msu.edu
James Carr	McIntosh Fire	218-820-1888	James.Carr@ftr.com
MAXine Dolan	TAEP - TAMARACK AREA Emergency Planning	218-768-2230	
Ellen Cyrus		218-768-2313	
Tony Ness	Hill City Green Services	927-7747	Tony.Ness@hillcity-mn.com
Melina Gillen	City of Hill City	697-7301	cityhall@hillcity-mn.com
Joni Greden	City of Hill City	697-2500	joni.greden@yahoo.com
George Casper	City of Hill City	697-2301	CityHall@hillcity-mn.com
Jeff Madson	Hill City Police Dept.	259-3885	madson@hillcity-mn.com
Stacy Durgin	ACHHS	927-7221	stacy.durgin@achhs.org
Waine Marsyla	TAEP	768-2165	wemarsyla@frontier.net
Stacy Tyren	Northland Village Assisted Living	768-3350	Stacy@NorthlandVillage.org

### Aitkin County Multi Hazard Mitigation Plan Kick-Off Meeting

September 24, 2013

Name	Agency/Department	Phone	Email
Laura Reid	City Tamarac/T&EP	406-335-6	l5f@frontier.net
Jeanette Hone	Riverwood	218-927-2121	jlehone@riverwood.org
Anne Espeseth	Mill Lake Energy	218-927-8223	anne@mlc.mn.com
Steve Mehl	Mill Lake Energy	218-927-8229	smehl@mlc.mn.com
Larry Pantner	City of McGregor	218-768-2117	cityofm-gregor@hotmail.com
Paul Grams	McGregor School	(218) 768-2111	pgram@mcgregor.k12.mn.us
Patrick Wesson	Aitkin County	218-927-7276	
Scott Turner	Aitkin County	218-927-7420	scott.turner@co.aitkin.mn.us
Karla White	Aitkin Co	218-927-7436	kwhite@co.aitkin.mn.us

## Aitkin County Multi-Hazard Mitigation Plan Update



**Working together towards a safe and disaster-resilient Aitkin County**

September 24, 2013 - Planning Team Kick Off Meeting


### What is Hazard Mitigation?

- HM is **sustained** action to reduce or eliminate long-term risk to people and their property from hazards.
- HM Planning is the process local government use to identify risks and vulnerabilities associated with natural disasters, and develop long-term strategies for protecting people and property from future hazard events.
- HM planning allows communities to strategically plan for and work together to implement activities that are cost effective, technically feasible and environmentally sound ... **BEFORE** a disaster strikes.

### About the Plan

- The Multi-Hazard Mitigation Plan (MHMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000). The development of a local government plan is required in order to maintain eligibility for certain federal disaster assistance and hazard mitigation funding programs.
- In order for the National Flood Insurance Program (NFIP) communities to be eligible for future mitigation funds, they must **adopt** an MHMP.

### Aitkin County



- This plan is a multi-jurisdictional plan and covers Aitkin County and its 6 cities and 55 townships.
- **The County and Cities must adopt the plan.** Townships are covered under the County adoption of the plan.

### The MHMP will:

- Include a description of the type, location, extent, and probability of reoccurrence of all natural hazards that can affect communities.
- Develop mitigation goals and policies/strategies that will reduce or avoid long-term vulnerabilities to hazards.
- Identify hazard mitigation projects that can be selected for future funding.
- Be developed over the course of 18 months (July 2013 – December, 2014).

### What Hazards are Addressed?

- A Multi-Hazard Mitigation Plan looks primarily at natural disasters, including:
  - WINTER STORMS, ICE STORMS, THUNDERSTORMS, HAILSTORMS, LIGHTNING, TORNADOES, WINDSTORMS, EXTREME TEMPERATURES, FLOODING, DROUGHT, WILDFIRE, INFECTIOUS DISEASES, EARTHQUAKES, SOLAR STORMS, STRUCTURAL FIRES, HAZARDOUS MATERIALS, WATER SUPPLY CONTAMINATION, WASTEWATER SYSTEM FAILURE, DAM FAILURE, RADIOLOGICAL TERRORISM
- The non-natural hazards are not required by the DMA 2000 to be addressed in the MHMP, but all sections of the existing Aitkin County plan will be updated, including these sections, as desired by the County.





### Recent Incidents in Aitkin County

Incident type	Incident period	Notes
Severe Storms, Flooding	06/11/2012 to 07/06/2012	FEMA Disaster Declaration 07/06/2012 DR-4504 County-wide
Hail Storm, 1.75"	5/29/2012	Fares Island Township
Hill City Tornado	8/29/2013	F1 scale 11 E extending 300 yds wide



### Hazard Ranking

As part of the Multi-Hazard Mitigation Plan, hazards are ranked for their degree of risk.

CPI is the Calculated Priority Risk Index - FEMA's suggested way to prioritize hazards into High, Medium, and Low.

Hazard	Frequency	Severity	CPI
Severe Storms, Flooding	High	High	High
Hail Storms	Medium	Medium	Medium
Tornadoes	Low	High	Medium
Earthquakes	Low	Low	Low
Wildfires	Medium	Medium	Medium
Aviation	Low	Low	Low
Maritime	Low	Low	Low
Power Outages	Medium	Medium	Medium
Winter Storms	Medium	Medium	Medium
Heat Waves	Medium	Medium	Medium
Drought	Medium	Medium	Medium
Chemical Hazards	Low	Low	Low
Nuclear Hazards	Low	Low	Low
Biological Hazards	Low	Low	Low
Space Hazards	Low	Low	Low
Other Hazards	Low	Low	Low

### Mitigation Strategies

FEMA requires that the following six categories be used to identify mitigation strategies for each hazard identified in the Multi-Hazard Mitigation Plan:

1. PREVENTION
2. PROPERTY PROTECTION
3. PUBLIC EDUCATION AND AWARENESS
4. NATURAL RESOURCE PROTECTION
5. EMERGENCY SERVICES
6. STRUCTURAL PROJECTS

### The MHMP Planning Team

**Role of the Planning Team:**

1. Provide input on development of the plan.
2. Rank Hazards, prioritize mitigation strategies and identify projects for implementation.
3. Assist with public outreach and participate in public meetings.
4. Review draft plan and provide feedback.
5. Facilitate final adoption of the MHMP by local government.

### Meetings

- **Two public meetings** will be held different parts of the County. Anticipated for Spring, 2014.
- **Three Planning Team Meetings** to review and discuss the MHMP hazard ranking and prioritization of mitigation strategies:
  1. September, 2013 Kick off Meeting
  2. February, 2014 Meeting
  3. June, 2014 Meeting

### Aitkin County MHMP Contact:

- **Scott Turner, Aitkin County Sheriff and Emergency Management Coordinator**
- Phone: 218-927-7420
- Email: [scott.turner@co.aitkin.mn.us](mailto:scott.turner@co.aitkin.mn.us)

**Aitkin County - Multi-Hazard Mitigation Plan Update**

March 20, 2014 Planning Team Meeting #2  
McGregor Community Center, McGregor, MN  
3:00 – 4:30p.m.

**Meeting Summary:**

On March 20, 2014 Scott Turner, Aitkin County Sheriff and Emergency Management Director, convened the Aitkin County MHMP planning team for Planning Team Meeting #2 under the Aitkin County MHMP Update planning process. The meeting was facilitated by Scott Turner, Bonnie Hundrieser, Senior Planner with the Arrowhead Regional Development Commission and Stacey Stark, Director of the University of Minnesota Duluth Geospatial Analysis Center.

Sheriff Turner opened the meeting with welcoming comments and participant introductions. Stacey Stark and Bonnie Hundrieser then did a powerpoint presentation covering the following five items:

1. MHMP Planning Team Purpose
2. Aitkin County Community Profile and Asset Inventory
3. Hazards Facing Aitkin County
4. Review and Update Risks and Vulnerabilities
5. Development of Mitigation Actions

During and after the presentation, the group engaged in a discussion regarding hazards facing Aitkin County and the development of mitigation strategies in the following categories of Prevention, Property Protection, Public Education and Awareness, Natural Resource Protection, Emergency Services and Structural Projects. A worksheet was provided to participants to record their ideas for any mitigation actions that may fall into these categories, especially if they relate to a specific jurisdiction.

The planning team was informed of next steps in the MHMP update process, which would include holding two public meetings in different parts of Aitkin County, to be scheduled in May. It was agreed that one meeting would be held at the McGregor Community Center, and another meeting would be held in Hill City.

Attached to this meeting summary are the following:

1. March 20th Meeting Agenda
2. Participant sign in sheets
3. Powerpoint presentation slides

*Meeting summary prepared by:*  
Bonnie Hundrieser, Senior Planner - Arrowhead Regional Development Commission  
Phone: (218) 529-7527 / Email: [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org)

**Aitkin County Multi-Hazard Mitigation Plan (MHMP) Update  
Steering Committee Meeting #2  
March 20, 2014**

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**Meeting Purpose**

To review and prioritize the hazards to be included in the MHMP, as well as discuss mitigation actions that address each hazard at the County and jurisdiction level.

**AGENDA**

1. Welcome and Introductions
2. Status of MHMP Update
3. Aitkin County Community Profile and Asset Inventory
4. Hazard Profiles
5. Review and Prioritization of Hazards (Natural / Technological) for inclusion in MHMP
6. Discussion of Mitigation Strategies and Actions
7. Estimated Timeline of Next Steps
  - March/April – Revisions and additions to MHMP mitigation action chart
  - May – Hold 2 public meetings on draft MHMP; revise as needed
  - June/July – Review by HSEM and FEMA
  - July/August – Revisions if needed
  - September – Review and approval of final plan by HSEM and FEMA. County to proceed with local jurisdictional adoptions of plan.

**For questions regarding the Aitkin County Hazard Mitigation Plan Update:**

- Bonnie Hundrieser, Senior Planner: Arrowhead Regional Development Commission  
218-529-7527, [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org)
- Stacey Stark, Director: Geospatial Analysis Center UMD  
218-726-7438, [slstark@t.umn.edu](mailto:slstark@t.umn.edu)
- Karla White, Aitkin County Sheriff's Office  
218) 927-7436, [kwhite@co.aitkin.mn.us](mailto:kwhite@co.aitkin.mn.us)

### Aitkin County Multi Hazard Mitigation Plan Second Steering Committee Meeting

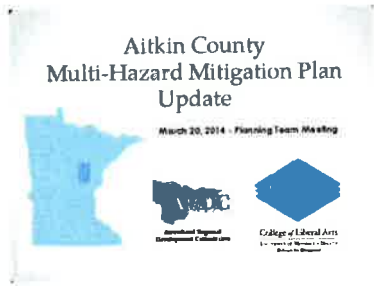
March 20, 2014

Name	Agency/Department	Phone	Email
Michelle Proulx	1855 Maple Leaf Ave	320-531-7401	MProulx@AitkinCountyMN.gov
Karen Baird	Township	436-3356	kfbaird@frontier.com
George Casper	Hill City	244-0440	
Ellen Cyrus	Tamarack	768-2313	
Maxine Bolney		768-2230	
Elaine Marsden	Tamarack	768-2165	wendyglace@frontier.net
Larry Panter	City of Mays	765-1717	CityofMays@hotmail.com
Walt Ford	USFWS Rice Lake NWR	768-7402	walt_ford@fws.gov
Stacy Tyren	Northland Village Skanska	768-3356	stacy@northlandsk.org
Tony Weber	Red Cross		
Scott Turner	Aitkin Co Sheriff	218-927-7400	turners@co.aitkin.mn.us
Karen White	Aitkin Co Sheriff's Office	218-927-7434	kwhite@m.aitkin.mn.us

Aitkin County Multi Hazard Mitigation Plan  
 Second Steering Committee Meeting

March 20, 2014

Name	Agency/Department	Phone	Email
Duane King	U.S. Fish & Wildlife Service	218-830-9173	duane.king@fws.gov
Tony Sundblom	Riverwood	218-927-5570	tsundblom2@healthcare.org Riverwood
Anne Espeseth	Mille Lacs Energy	218-927-8223	anne@mlc.mn.com
<del>Service Director</del>	<del>...</del>	<del>...</del>	<del>...</del>
Mark Wedel	Aitkin County Board	218-937-6500	markwedel@itaco.com
Jean West	AP HHS	218-927-2256	jean.west@co.aitkin.mn.us
William McManis	City of Hill City	218-697-2301	cityhall@hillcity-mn.com
Jeff Madson	Hill City PD	218-697-8200	jmadson@hillcity-mn.com
Dean Yocum	Hill City School	218-697-2394	dyocum@hillcity-mn.com
Robert Olesch	MILKATE FIRE	218-232-5136	rob@olech2001@itaco.com



### Agenda

- Welcome and Introductions
- Status of MHMP Update
- Aitkin County Community Profile and Asset Inventory
- Hazard Profiles
- Review and Prioritization of Hazards (Natural / Technological) for inclusion in MHMP
- Discussion of Mitigation Strategies and Actions
- Estimated Timeline of Next Steps

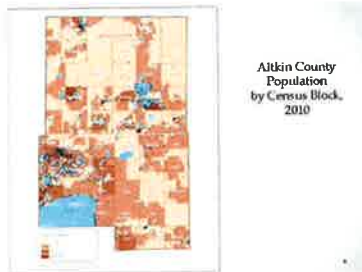
### The MHMP Planning Team

- **Role of the Planning Team:**

1. Provide input on development of the plan.
2. Rank Hazards, prioritize mitigation strategies and identify projects for implementation.
3. Assist with public outreach and participate in public meetings.
4. Review draft plan and provide feedback.
5. Facilitate final adoption of the MHMP by local government.

### Community Profile and Asset Inventory for Vulnerability Assessment

- Aitkin County physical and social profile
  - Demographic information
  - Land use, ownership
  - Environmental characteristics
  - Hydrographical features
- Essential Facilities (defined by FEMA)
  - fire stations, fire stations, police stations and schools, emergency operation centers
- Table of Critical Facilities (defined by Aitkin County)
  - additional critical infrastructure



• This plan is a multi-jurisdictional plan and covers Aitkin County and its 40 townships and 4 unorganized territories. **The County and Cities must adopt the plan.** Townships are covered under the County adoption of the plan.

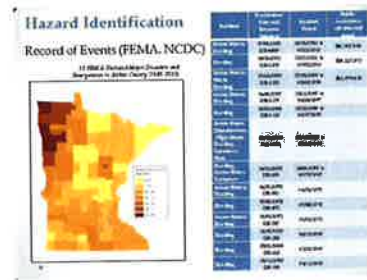
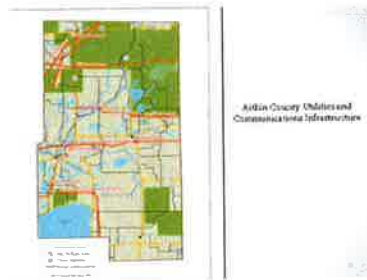
Community	2010 Population	% of County
Aitkin	2,165	13.60%
USC City	633	4.00%
McLeod	80	0.50%
McGregor	311	2.40%
Pullman	167	1.00%
Township	94	0.60%

Year	1970	1975	1980	1985	1990	1995	2000	2010	Change 1970-2010	Change 1990-2010
Population	14,527	13,242	12,403	11,945	12,423	12,961	14,202	14,202	-3,325	+1,241


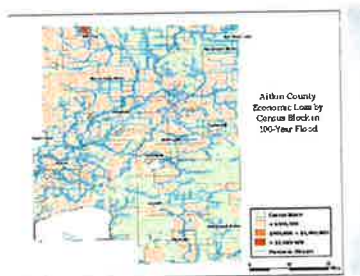
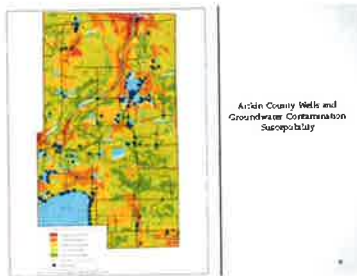
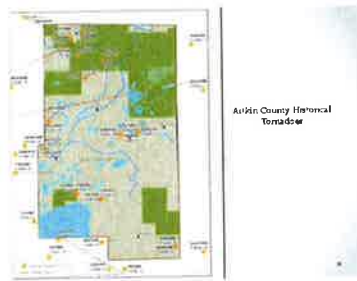
### Critical Facility Categories

Agencies and Local	Government Facilities
Banking and Finance	Healthcare and Public Health
Chemical and Hazardous Materials	Industrial Technology
Commercial Facilities	Manufacturing
Construction Sites	Nuclear Powerplants and Sites
Courts	Religion
Defense Facilities and	Railroad Shipping
Emergency Services	Transportation
Energy	Water



### Hazard Identification

- Existing County Plans
- Record of Events (FEMA, NCDC)
- GIS and HAZUS-MH (Flood only)
- Hazard Ranking Methodology

FEMA Multi-Hazard Identification and Risk Assessment  
Natural Hazards  
(and groupings by HSE in MN HMP)

Rain Flood	Tornadoes	Severe Winter Storms
River Flood	Windsloam	Extreme Cold
Coastal Flooding *	Thunderstorm	Extreme Heat
Dam / Levee Failure	Lightning	Landslide
Earthquake	Ice Storms	Land Subsidence / Sinkholes
Wildfire	Drought	Erosion (Coastal / Bluff / Shores)
	Fog *	Expansive Soils *

Addressed in TIDRA, 2008 plan. \* Not addressed in M33 State 2044P



### FEMA MHIRA Other Hazards

Air Transportation Hazards	Aviation Terrorism	Structural Fire
Food and/or Water Shortage	Chemical Terrorism	Water Shortage
Hazardous Waste Release	Commercial Terrorism	Wildfire/Community Wildfire
Transportation Hazards	Highway Collapse	Energy Failure
Highway Transportation Incident	Maritime	Public Disorder
Spills/Leakage/Release	Cyber Terrorism	Special Events
Biological/Toxicological	Energy Attack	Structural Collapse
Wildfire/Forest	Arms/Explosive Device	Water Supply Problems
Food and Water Safety Contamination		

### Hazard Ranking and Prioritization

**CPRI Ranking Methodology**  
 Probability (1-1, 15% of score)  
 Magnitude/Severity (1-1, 30% of score)  
 Warning Time (1-1, 15% of score)  
 Duration (1-1, 10% of score)

**Ranking Criteria Used in Minnesota State Plan**

- High**
  - The hazard has a potential for multiple fatalities or multiple thousands in total cost.
  - There is a substantial danger for identifying victims and fatalities.
  - The hazard requires state resources and/or federal aid.
- Medium**
  - The hazard is a significant concern, affecting only relatively small or isolated areas when it occurs.
  - The rankings for identifying victims and fatalities are low, but some victims may be affected.
  - The hazard requires only state resources for mitigation, but may require federal aid.
- Low**
  - The hazard is generally easy to detect and its control is often self-evident.
  - Amitting damage for identifying victims and fatalities is generally self-evident in the days or weeks after an event takes place.

### Mitigation Strategies

FEMA requires that the following six categories be used to identify mitigation strategies for each hazard identified in the Multi-Hazard Mitigation Plan:

1. PREVENTION
2. PROPERTY PROTECTION
3. PUBLIC EDUCATION AND AWARENESS
4. NATURAL RESOURCE PROTECTION
5. EMERGENCY SERVICES
6. STRUCTURAL PROJECTS

Strategy	Priority	Responsible Agency	Estimated Cost	Start Date	Completion Date
...	...	...	...	...	...

Item	Description	Priority	Responsible Agency	Estimated Cost	Start Date	Completion Date
...	...	...	...	...	...	...

### Upcoming MHMP Timeline

- Meeting with the Aitkin and Cass Counties MHMP Mitigation Action Plan
- May - July 2014: Meetings and other activities needed
- September - February 2015: Aitkin and Cass Counties MHMP Action Plan
- September - February 2015: Aitkin and Cass Counties MHMP Action Plan



## Appendix F Public Meeting Notices and Meeting Notes

## Aitkin County Multi-Hazard Mitigation Plan Public Meetings

Tuesday, June 17<sup>th</sup>, 2014 at 3:00 p.m. – 4:30 p.m. at the Palisade Community Center, located at 48052 Nature Ave in Palisade at the junction of Main Street and Nature Ave and at 6:30 p.m. – 8:00 p.m. at the Aitkin County Sheriff's Office 217 2<sup>nd</sup> St NW in Aitkin.



Two public meetings regarding the Aitkin County Multi-Hazard Mitigation Plan (MHMP) will be held on Tuesday, June 17<sup>th</sup>, 2014. The first meeting will be held from 3:00 p.m. – 4:30 p.m. at the Palisade Community Center, located at 48052 Nature Ave in Palisade at the junction of Main Street and Nature Ave and the second meeting will be held from 6:30 p.m. – 8:00 p.m. at the Aitkin County Sheriff's Office 217 2<sup>nd</sup> St NW in Aitkin. The Plan details the natural hazards that face the County and identifies specific mitigation strategies and actions to reduce the impact of disasters.

In the fall of 2013 Aitkin County received a grant from the Federal Emergency Management Agency (FEMA) to prepare an update of its multi-jurisdictional MHMP. Seven jurisdictions are part of the plan, including Aitkin County and the cities of Aitkin, Hill City, McGregor, McGrath, Palisade and Tamarack.

Public input is a required step in the MHMP planning process. Community members and staff from the County and participating cities are strongly encouraged to attend the scheduled public meetings. The meetings will provide local residents, businesses, agencies and organizations an opportunity to learn about the draft plan, ask questions and provide feedback on mitigation strategies and recommended actions for implementation.

A draft of the Aitkin County Multi-Hazard Mitigation Plan contents is available for public review at [www.arrowheadplanning.org/aitkinmhmp](http://www.arrowheadplanning.org/aitkinmhmp).

For more information, contact:

Bonnie Hundrieser, Arrowhead Regional Development Commission  
bhundrieser@ardc.org or 218-529-7527



**ARROWHEAD REGIONAL  
DEVELOPMENT COMMISSION**

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

June 10, 2014  
**FOR IMMEDIATE RELEASE**  
Contact: Bonnie Hundrieser  
218-529-7527 (direct)  
1-800-232-0707 (toll free)  
bhundrieser@ardc.org

NEWS RELEASE

**Aitkin County to Hold Public Input Meetings on Multi-Hazard Mitigation Plan**

(Duluth, MN) Two public meetings regarding the Aitkin County Multi-Hazard Mitigation Plan (MHMP) will be held on Tuesday, June 17<sup>th</sup>, 2014. The first meeting will be held from 3:00 p.m. – 4:30 p.m. at the Palisade Community Center, located at 48052 Nature Ave in Palisade at the junction of Main Street and Nature Ave, and the second meeting will be held from 6:30 p.m. – 8:00 p.m. at the Aitkin County Sheriff's Office 217 2<sup>nd</sup> St NW in Aitkin. The Plan details the natural hazards that face the County and identifies specific mitigation strategies and actions to reduce the impact of disasters.

In the fall of 2013 Aitkin County received a grant from the Federal Emergency Management Agency (FEMA) to prepare an update of its multi-jurisdictional MHMP. Seven jurisdictions are part of the plan, including Aitkin County and the cities of Aitkin, Hill City, McGregor, McGrath, Palisade and Tamarack. Staff from the Arrowhead Regional Development Commission (ARDC) is facilitating the planning process.

Public input is a required step in the MHMP planning process. Community members and staff from the County and participating cities are strongly encouraged to attend the scheduled public meetings. The meetings will provide local residents, businesses, agencies and organizations an opportunity to learn about the draft plan, ask questions and provide feedback on mitigation strategies and recommended actions for implementation.

A draft of the Aitkin County Multi-Hazard Mitigation Plan content is available for public review at [www.arrowheadplanning.org/aitkinmhmp](http://www.arrowheadplanning.org/aitkinmhmp). Comments or questions on the plan or public meetings may be directed to Bonnie Hundrieser, ARDC (218) 529-7527 or [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org).

The Arrowhead Regional Development Commission is a regional comprehensive planning and development agency serving the counties of Aitkin, 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.

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221 West First Street • Duluth, MN • 55802  
218.722.5545 • 800.232.0707 • 218.529.7592 (Fax) • [info@ardc.org](mailto:info@ardc.org) • [www.ardc.org](http://www.ardc.org)  
*ARDC is an Equal Opportunity Employer*

**Aitkin County Multi-Hazard Mitigation Plan (MHMP) 2014 Update  
PUBLIC MEETINGS – TUESDAY, JUNE 17<sup>TH</sup> 2014**

**AGENDA**

1. **Welcome and Introductions** (*Sheriff Scott Turner, Aitkin County Emergency Manager*)
2. **Presentations:**
  - State of Minnesota's Hazard Mitigation Program  
(*Matti Gurney, HSEM Hazard Mitigation Planner*)
    - Overview of Hazard Mitigation, the State of MN Hazard Mitigation Plan, Hazard Mitigation Program Funding, Historical Hazard Mitigation Funded Projects in MN, and a highlight of Statewide hazard mitigation projects
  - Aitkin County Multi-Hazard Mitigation Plan (MHMP) Update  
(*Bonnie Hundrieser, Arrowhead Regional Development Commission and Stacey Stark, University of Minnesota-Duluth Geospatial Analysis Center*)
    - Overview of the Purpose of the MHMP and Process of the Plan Update, Overview of Content of the MHMP (natural hazards addressed and mitigation strategies and actions for implementation)
3. **Public Feedback:** Questions about the plan, discussion of mitigation strategies and actions for implementation.
4. **Next Steps & Anticipated Timeline:**
  - June – Revisions made and posted for 2<sup>nd</sup> public review period.
  - July - Draft MHMP submitted to State of Minnesota Department of Homeland Security and Emergency Management (HSEM) for review
  - Revisions made if needed based on HSEM review; resubmit final plan for review and approval by HSEM and FEMA.
  - August/September – Aitkin County to proceed with local jurisdiction's adoptions of the plan.

**For questions regarding the Carlton County Hazard Mitigation Plan Update:**

- Karla White, Aitkin County Emergency Management Coordinator  
(218) 927-7436, kwhite@co.aitkin.mn.us
- Bonnie Hundrieser, Senior Planner: Arrowhead Regional Development Commission  
218-529-7527, bhundrieser@ardc.org
- Stacey Stark, Director: Geospatial Analysis Center UMD  
218-726-7438, slstark@d.umn.edu

*Please be sure to return your evaluation & comment form at the end of the meeting. Thank You!*

Palisade

Aitkin County Multi Hazard Mitigation Plan  
Public Meeting

June 17, 2014

Name	Agency/Department	Phone	Email
ARNE DOLNEY	TEAP	218 768-2230	
Roberta Elvecrog	Glen Twp	218-549-3614	relvecrog@frontiernet.net
Walt Ford	Fish & Wildlife Service	218-768-2402	walt_ford@fws.gov
Karen Reid	TEAP (Toumaac)	218-426-3356	ksf@frontiernet.net
Ellen Cyrus	TEAP (Toumaac) <sup>TAMMACK AREA</sup>	218-768-3313	ecyrus@frontiernet.net
Jim Berg	Workman Twp	218-426-3634	jimberty@frontiernet.net
Marvin Hohsten	Workman Twp	218-545-2297	
John Grimsbo	Verdon Twp.	218-845-2913	
Robert Dressedel	Mt. Park Fire Dept.	218-232-5136	
Brian Pisarek	Aitkin Fire Chief / ONA	218-927-4040	brian.pisarek@state.mn.us
Paul Grans	Melrose School	(1218) 768-2111	pgmans@melroseschools.org
Matti Gurney	HSEM	612-201-9443	Matti.Gurney@state.mn.us
Scott Turner	Aitkin County	218-927-7420	scott.turner@co.aitkin.mn.us
<del>SCOTT TURNER</del>	<del>ADDITIONAL CONTACT INFO</del>	<del>218-426-3271</del>	<del>SCOTT.TURNER@CO.AITKIN.MN.US</del>
Jammy PPAFF	City of Aitkin	218-927-2627	
Margaret Sherman	ARIDB Bd Member	218-845-2816	
Laurel Smith	Aitkin County	218-927-7436	lsmith@co.aitkin.mn.us

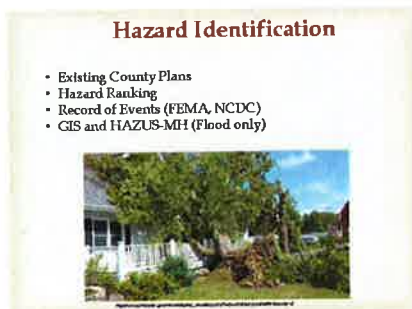
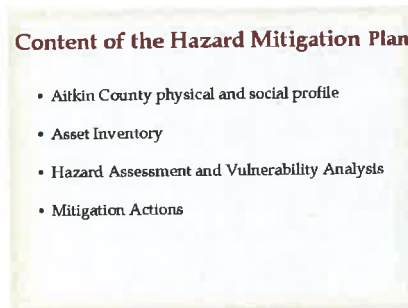
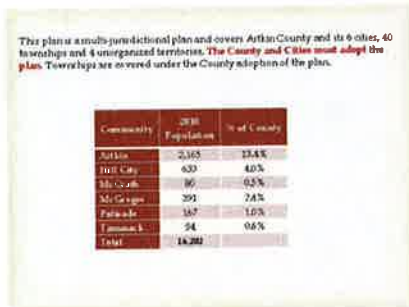
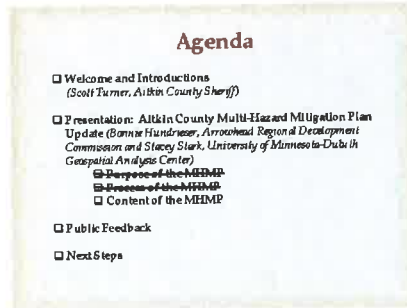
Aitkin County Multi Hazard Mitigation Plan  
Public Meeting

Aitkin

June 17, 2014



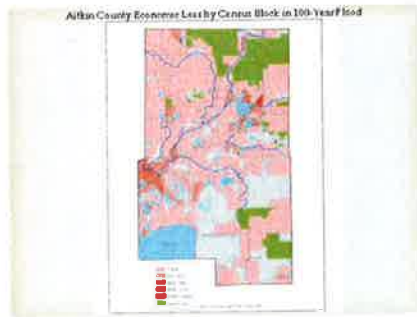
Name	Agency/Department	Phone	Email
Bob HARRIS	SPENCER Twp	927-4582	
Bill Pratt	Morrison Twp	218-845-2600	bill@billpratt.us
Matti Guiney	HSEM	612-708-7443	Matti.Guiney@state.mn.us
Jann West	H&HS	218-327-7256	jann.west@aitkin.mn.us
James Nelson	Aitkin Age	218-927-3761	
Bernie Nord	Aitkin Schols	218-927-2143	bernied@aitkin.k12.mn.us
Jeff Turner	Aitkin Co.	218-927-7120	Jeff.Turner@aitkin.mn.us
Andrea White	Aitkin Co	218-927-7426	kichire@co.aitkin.mn.us







### Flash Flood and Riverine Flood

1/1/2003	Flash
4/29/2003	Flash
7/20/2003	Flash
7/21/2003	Flash
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### Wildfire

- The Minnesota DNR tracked 1,956 wildfires in Aitkin County between 1985 and 2013, burning a total of 54,734 acres


### Severe Winter Storms

Date	Type	Count	Deaths	Injuries	Damage
January 1997	Blizzard	12/A	0/A	11/A	21' snowfall 18" in Pigeon Lake, 18" in Parkville, 18" in Ten Mile, and 12" in Parkville
October 1997	Blizzard	12/A	12/A	12/A	Hulltown blizzard. Over 20" of snow, mostly 17" of snow. Heavy wind (100 mph) at Hulltown. Heavy snow in Hulltown. Many roads closed for days. Perhaps one of the largest and longest lasting blizzards in state history
November 1997	Blizzard	12/A	12/A	12/A	Blizzard struck over most of the state. Winds peaked at 100 mph at Hulltown. Snow up to 2' high. Snowfall up to 18" in east central MN.
January 1998	Blizzard	12/A	12/A	12/A	Fast, fierce. MN blizzard since day 1 of 8 in less than 2 hours

### Severe Summer Storms

- According to the 40-year NCDC record, there is a 135% chance of a significant hailstorm any year in Aitkin County and a 43% chance in each year that there will be a hailstorm that produces hail greater than one inch in size.
- The NCDC has recorded 2 lightning strikes in Aitkin County since 2000, but no deaths or injuries were reported.
- The county has experienced tornadoes in 14 of the 51 years on record. According to these statistics, there is a 27% chance of a tornado affecting Aitkin County each year.

### Mitigation Strategies

- **Prevention** - Government, administrative, or regulatory actions
- **Property Protection** - Removal or modification of existing buildings or structures to protect them from a hazard.
- **Public Education and Awareness** - Actions to inform and educate citizens, elected officials, and property owners about the hazards and potential ways to mitigate them.
- **Natural Resource Protection** - Actions that minimize hazard losses and preserve or restore the functions of natural systems.
- **Emergency Services** - Actions that protect people and property during and immediately after a disaster or hazard event. Services include warning systems, emergency response services, and protection of critical facilities.
- **Structural Projects** - Actions that involve the construction of structures to reduce the impact of a hazard, for example, floodwalls, safe rooms.

### Implementation of Mitigation Actions

- Happens at every jurisdictional level.
- Happens in partnership with other local, State, Federal agencies and non-profit organizations.
- Can be inexpensive ("low-hanging fruit")
- Can be high-cost (some are HMA eligible)
- Some may be implemented quickly, others may be on-going, and some may occur over several years.

**The impact of hazards on people and property can only be reduced when efforts are made to mitigate against them before they occur.**

### Violent Storms (Winter & Summer)

- Promote the National Weather Service's "Severe Weather Awareness Week" and "Winter Hazard Awareness Week" each year.
- Participate in annual "SKYWARN training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.
- Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather related emergency information.



### Extreme Temperatures (Heat & Cold)

- Expand the in-school extreme weather awareness program to include students in all grades, and provide educational outreach to key vulnerable populations (young and elderly).
- Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.



### Wildfire

- Educate area residents through the Firewise program on what they can do to reduce the risk of wildfires damage to their property (defensible space assessments, fuel reduction).
- Work with fire departments to inventory areas where firefighting capacity is limited through availability of water and install dry fire hydrants or water holding tanks in strategic locations.
- Develop a Community Wildfire Protection Plan to identify high-risk wildfire areas and actions to mitigate against wildfire.



### Flash Flood and Riverine Flood

- Maintain bridge, road, and culvert infrastructure at a level that it is capable of sustaining a major storm event and will not be vulnerable to washouts.
- Steer development away from areas that may be difficult to serve with reliable road access.
- Address ice dams that may impact the road system in a timely manner in order to prevent damage to infrastructure, in particular during spring thaw.



### Drought

- Continue to implement the monitoring of water table levels.
- Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.
- Strategically place livestock watering ponds on farms in the county to help offset the impact of drought on local farmers.



### Mitigation Actions Eligible for HMA in the Aitkin County MHMP

- **Retrofit or construction of safe room facilities to protect public during extreme wind events.** (Locations may include schools, mobile home parks, campgrounds or other areas where there are populations vulnerable to high winds and tornado events.)
- **Purchase of generators for backup power to support the operation of essential functions in critical facilities in the event of severe storms.** (Critical facilities may include police and fire stations, hospitals, and water and sewer treatment facilities, and other facilities that the county deems critical.)

- **Burying or strengthening of power lines to reduce the risk of power outages from downed lines during a severe storm.** (Where it is feasible and cost effective as part of new construction or retrofit.)
- **Install new warning systems in identified vulnerable locations.** (Used to alert people in high risk, vulnerable areas such as campgrounds, parks and rural residents out of reach of other existing warning systems to approaching severe weather.)
- **Mitigation measures to reduce the threat of wildfire.** (Activities such as creation of defensible space, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems.)

- **Infrastructure retrofit for flood prone areas.** (To make mitigation improvements for structures such as culverts, road, bridges and government buildings.)
- **Minor localized flood reduction projects to lessen the frequency or severity of flooding and decrease predicted flood damages.** (Such as installation or modification of culverts, stormwater management activities, such as creating retention and detention basins, protection of sanitary sewer lift stations in flood-prone areas, installation of flow-rate meters (stream gauges) on rivers and streams that are prone to flooding high-risk, vulnerable properties.)
- **Relocate flood prone properties or acquire and demolish flood prone properties.** (Located in the special flood hazard area and outside of the special flood hazard area.)

- **Dry proof or wet proof facilities that are flood prone.** (Reduce potential infrastructure flood damage on utilities such as wastewater treatment, pipelines, and power facilities by dry proofing or wet proofing facilities that are flood prone.)



**Aitkin County Multi-Hazard Mitigation Plan (MHMP) 2014 Update  
PUBLIC MEETING EVALUATION AND COMMENT FORM  
Tuesday, June 17<sup>th</sup> 2014**

Please fill out the following form and return it prior to your departure from this meeting.

Name (Optional): \_\_\_\_\_

Email or Phone (Optional): \_\_\_\_\_

**Representation:**

- Local resident: (Please write in your City or Township: \_\_\_\_\_)
- Local Government (Please write in your position: \_\_\_\_\_)
- Other Agency or Organization ( \_\_\_\_\_ )

**Did the meeting provide you with adequate information about the Aitkin County MHMP Update (its purpose, process and content?)**

- Yes
- No (If no, please provide any comments why): \_\_\_\_\_

**COMMENTS, QUESTIONS and IDEAS SECTION:**

Please use the area below (and the back of this page if needed) to provide any of your questions, comments or ideas you may have for mitigation actions for Aitkin County or your community.

*Thank You for your attendance and participation. Please contact Bonnie Hundrieser, ARDC with any additional comments or questions: Email: [bhundrieser@ardc.org](mailto:bhundrieser@ardc.org) / Phone: 218-529-7527.*

## **Appendix G**

# **Mitigation Actions by Jurisdiction**

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Table G - 1. Mitigation Actions Identified for Jurisdictional Implementation in the City of Aitkin

Action Number (from the master MIMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
1	Violent Storms	Work with campground operators to post information regarding storm shelters and safety during strong summer storms.	2	Public Education	Ongoing	Ongoing	County and City emergency managers, MN DNR and concessionaires	The City will promote the dissemination of information in regards to sheltering options within the City. <i>Funding to deliver task via staff time of EM and others participating.</i>
2	Violent Storms	Work with the appropriate jurisdictions or agencies to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	1	Public Education	Ongoing	Ongoing	Aitkin County Sheriff's Dept. and MN DNR	The City will work with the Aitkin County Emergency Manager and the MN DNR on posting safety information at the river access points in the City. <i>Funding to deliver task via staff time of EM and others participating.</i>
3	Violent Storms	Work with mobile home park owners to ensure they are meeting the standards set by the Minnesota Department of Health for approved storm shelters or evacuation plans for times of high winds or tornadoes.	1	Prevention	Ongoing	Ongoing	Aitkin County Environmental Services, mobile home park operators	The City of Aitkin will work with Aitkin County Environmental Services to provide information and direct outreach to mobile home park operators not in compliance. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
4	Violent Storms	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	2	Public Education	Ongoing	Ongoing	National Weather Service, County and City emergency managers, School District Superintendents and school staffs, Aitkin County Public Health	The City will work directly with the National Weather Service and the Aitkin County EM to promote severe weather awareness week in April. City will post information to City website. <i>Funding to deliver task via staff time of EM and others participating.</i>
5	Violent Storms	Promote the National Weather Service's "Winter Hazard Awareness Week" held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	2	Public Education	Ongoing	Ongoing	Same as above	The City will work directly with the National Weather Service and the Aitkin County EM to promote severe winter awareness week in November. City will post information to City website. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
6	Violent Storms	Review current information and delivery systems in place for public awareness and education of preparedness for severe winter and summer storms and improve upon them as needed.	1	Public Education	New	Ongoing	County EM and local city emergency management, MN DNR, School District Superintendents and school staffs, Aitkin County Public Health	City will work with Aitkin County EM to evaluate current delivery systems, such as use of the City website and news releases. <i>Funding to deliver task via staff time of EM and others participating.</i>
7	Violent Storms	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	1	Emergency Services	Ongoing	Ongoing	County EM and local city emergency management, MN DNR, and emergency response staff including EMS and Police	The City will promote the annual SkyWarn training to its residents. City of Aitkin fire department personnel participate annually. <i>Funding to deliver task via staff time of EM and others participating.</i>
8	Violent Storms	Continue to ensure that procedures are in place so that emergency management personnel, county sheriffs, and other emergency response teams are notified as soon as possible in the event of an approaching storm.	2	Emergency Services	Ongoing	Short-term	County EM and local city emergency management, MN DNR, emergency response staff including EMS and Police	The City has established protocols are in place to page out weather information to fire departments and emergency personnel. <i>Funded by NOAA. Other funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
9	Violent Storms	Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.	1	Emergency Services	New	Short-term	County EM and local city emergency management, and emergency response staff including EMS and Police	The City will promote that residents register for CodeRed and understand when and what to do when sirens are activated in the City. <i>Funding to deliver task via staff time of EM and others participating.</i>
10	Violent Storms	Provide information to Aitkin County visitors and residents regarding how they can obtain information on severe weather and how to respond to dangerous weather conditions. Increase strategically located signage along roadways informing people about emergency information radio frequencies.	1	Emergency Services	Ongoing	Mid-Term	County EM and local city emergency management, Aitkin County Public Health, Aitkin County Highway Department	The City will use its website to provide outreach to the public on severe weather awareness. <i>County will fund road signage along County roads for emergency radio information.</i>
11	Violent Storms	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, Aitkin County Public Health	During the spring and winter severe weather awareness weeks, the City of Aitkin will use its City website and work with local media to inform residents about the value of having a NOAA weather radio. <i>Funding to deliver task via staff time of EM and others participating.</i>



Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
12	Violent Storms	Work with local utility companies that serve Aitkin County to locate power lines underground or strengthen where it is feasible and cost effective to reduce the risk of power outages from downed lines during a severe storm. This could be done as part of new construction or as retrofit in areas deemed as high-priority.	2	Structural Improvement	Ongoing	Ongoing	Utility companies that serve Aitkin County: (Mille Lacs Electric, MN Power, Aitkin Public Utilities Commission); Partners include MN DNR, Aitkin County Land Department, City Public Works and Highway Departments.	The City of Aitkin will communicate with its energy providers, Mille Lacs Electric and the Aitkin Public Utilities Commission, to address the possibility of burying power lines to reduce the loss of power to the community during extreme weather events.  <i>Projects may be eligible under FEMA HMA funding.</i>
13	Violent Storms	Maintain an aggressive right-of-way clearing program in order to reduce risks of downed trees interrupting the power supply.	2	Prevention	Ongoing	Ongoing	Utility companies have the lead responsibility. Partners include the MN DNR, Aitkin County Land Department, City Public Works, and Highway Department	The City of Aitkin's energy providers (Mille Lacs Electric and the Aitkin Public Utilities Commission) do this on an as-needed basis for the City and will continue to do so.  <i>County funding will address ROW clearing on County-owned roads.</i>

Action Number (from the master M&MMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
14	Violent Storms	Maintain an aggressive brushing program in order to reduce the amount debris that could block a road after a severe windstorm or winter storm.	2	Prevention	Ongoing	Ongoing	Highway Departments are responsible for right of ways. DNR is a partner where applicable.	Same as above.
15	Violent Storms	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of violent storms.	1	Emergency Services	New / In Progress	Short-term	County emergency managers, American Red Cross, Aitkin County Public Health	The City of Aitkin will work with Aitkin County Public Health to be aware of what facilities are designated shelters for mass care, and will help to convey this to the public in times when shelters are activated.  <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MAMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
16	Violent Storms	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	Aitkin County Emergency Manager, Aitkin County Public Health, and American Red Cross	<p>The City of Aitkin will work with Aitkin County Public Health to seek shelter management training as appropriate. Aitkin County EM and Public Health will coordinate with Red Cross in training personnel in 2014 – 2015.</p> <p><i>Funding provided to HSEM Region 2 for training under Mass Care grant in 2014. Other funding to deliver task via staff time of EM and others participating.</i></p>
17	Violent Storms	Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.	1	Prevention	New	Long-term	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.	<p>The City of Aitkin will work with Aitkin County EM to identify and evaluate the potential location for safe room in appropriate area(s) of the City to protect vulnerable residents during times of severe wind events.</p> <p><i>Safe Room construction or retrofit projects may be eligible under FEMA HMA funding (see Action Item #16).</i></p>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
18	Violent Storms	<p>Retrofit or construct new storm shelter and safe room facilities in the identified vulnerable locations with specific information on location and building type to construct or retrofit.</p> <p>The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms.</p> <p>(Locations may include schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events).</p>	1	Structural Improvement	New	Long-term	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.	<p>The City of Aitkin will work with the Aitkin County EM if we decide to pursue construction of a safe room for an identified location in our community. The City will submit an NOI to HSEM if deciding to proceed with inquiry into mitigation funds to advance the project.</p> <p><i>Safe Room construction or retrofit projects of both single and dual-use facilities may be eligible under FEMA HMA funding.</i></p>
26	Violent Storms	<p>Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).</p>	1	Emergency Services	New	Short-term	County EM and local city emergency management	<p>The City of Aitkin will work with the Aitkin County Emergency Manager to be aware of the location of its nursing homes and facilities that house other vulnerable populations for inclusion in the development of evacuation plans for the City.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>



Action Number (from the master MAMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
27	Violent Storms	Work to install shatter-resistant glass and other identified retrofitting measures to protect against the impact of severe summer storms at Riverwood Healthcare Center.		Structural Improvement	New		Riverwood Healthcare Center	Riverwood Healthcare will work to incorporate this mitigation action into their strategic plan.  <i>Funding for implementation not currently identified.</i>
29	Violent Storms	Investigate "Storm Ready" designation by the National Weather Service and submit an application if deemed appropriate.	2	Prevention	New	Mid-term	County EM and local city emergency management	The City of Aitkin will work with Aitkin County EM to investigate becoming a Storm Ready Community and accomplishing any requirements necessary to be granted designation.  <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
30	Extreme Temperatures	Expand information on risks of heat-related illnesses. Key audiences are the elderly and the younger population engaging in physically strenuous activities.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	The City of Aitkin will work with the Aitkin County Department of Public Health and school districts to provide outreach to vulnerable populations such as the elderly and our students. The City also will utilize its city website and public channel 8 to post public information.  <i>Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.</i>
31	Extreme Temperatures	Continue the winter storm awareness program. Key audiences are the elderly and the younger populations who may be more susceptible to the effects of freezing temperatures when outside.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	Same as above. <i>Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
33	Extreme Temperatures	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health and Red Cross	<p>The Red Cross provided the Aitkin County EM with a shelter database for Aitkin County in 2012. The City of Aitkin will work with Aitkin County EM to keep the database updated as related to our community.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>
34	Extreme Temperatures	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health, Red Cross	<p>An HSEM grant for Mass Care to Region 2 is providing training to emergency managers during 2014. The City of Aitkin will work with the EM to acquire local shelter management training so we are prepared to assist should a shelter in our community need to be opened.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>

Action Number (from the master MEMMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
35	Wildfire	Educate area residents through the Firewise program on what they can do to reduce the risk of wildfires doing damage to their property through vegetation management and the use of fire resistant building materials.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, Fire Departments, DNR Firewise Program	The City of Aitkin will work with its local fire personnel and MN DNR Firewise Coordinator to provide education to its local residents on fire mitigation measures for creating defensible space. <i>Potential funding can be sought through the MN Firewise program.</i>
39	Wildfire	Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and are aware of evacuation routes.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, Fire Departments	The City of Aitkin has worked with its local fire department to evaluate the risk to wildfire in each quadrant of the city and the potential impacts to transportation for evacuation and infrastructure that would be threatened. City will work with its local fire department and MN DNR to provide outreach and education to residents and visitors on wildfire safety. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
41	Wildfire	Planning staff on the city and county level, along with area fire chiefs, should coordinate to ensure new development will have adequate access and egress for emergency response vehicles.	1	Prevention / Emergency Services	Ongoing	Ongoing	All jurisdictional Fire Departments, City Planning & Zoning, County Board and Aitkin County Planning Commission	The City of Aitkin will work with Aitkin County Environmental Services / Planning and Zoning and local fire department to address access and egress requirements should any new development be slated for our community.  <i>Funding to deliver task via staff time of EM and others participating.</i>
42	Wildfire	Continue inter-agency and multi-jurisdictional efforts to identify, contain, and extinguish wildfires.	1	Emergency Services	Ongoing	Ongoing	County EM and local city emergency management, Local Fire Departments, MN DNR	The City of Aitkin Fire Department will maintain its mutual aid agreements with other jurisdictions and the MN DNR for fire response. <i>Funding to deliver task via staff time of EM and others participating.</i>
44	Wildfire	Identify projects to mitigate at-risk structures and associated loss of life from the threat of wildfire through activities such as the creation of defensible space for wildfire, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems and apply for appropriate funding for implementation.	1	Public Education / Natural Resources	New	Mid-term	County EM and local city emergency management, Aitkin County Soil and Water Conservation District, local fire departments	City of Aitkin will work with its local Fire Department to evaluate where potential wildfire mitigation projects may be most effective.  <i>The mitigation actions noted may be eligible for Firewise or FEMA HMA funding.</i>



Action Number (from the master MEMD mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
45	Wildfire	In the event of a blow-down of trees from a severe storm, work with respective partners in natural resources to manage removal of trees to reduce wildland fire fuel.	2	Natural Resources	New	Ongoing	County EM and local city emergency management, MN DNR	The City of Aitkin will work with its energy providers and also MN DNR to address any removal of downed trees from severe weather. <i>Fuel reduction projects (removal of flammable vegetation) may be eligible for Firewise or FEMA HMA funding.</i>
46	Flash Flood and Riverine Flood	Maintain bridge, road, and culvert infrastructure at a level that it is capable of sustaining a major storm event and will not be vulnerable to washouts.	1	Structural Improvement	Ongoing	Ongoing	Aitkin County Highway Department, local jurisdictions' public works and transportation departments	On an annual basis, the City of Aitkin identifies and prioritizes any necessary culvert or road improvements as part of its Public Streets Improvement Plan.  <i>Funding for improvement projects unknown at this time.</i>
47	Flash Flood and Riverine Flood	Steer development away from areas that may be difficult to serve with reliable road access.	1	Prevention	Ongoing	Ongoing	Local Planning and Zoning Authorities	The City of Aitkin has a zoning ordinance for development areas and it is enforced.  <i>County Staff time to fund deliverables.</i>

Action Number (from the master MAMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
48	Flash Flood and Riverine Flood	Address ice dams that may impact the road system in a timely manner in order to prevent damage to infrastructure, in particular during spring thaw.	1	Prevention	Ongoing	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	The City of Aitkin's Street Department uses steamers each spring to thaw culverts that are frozen and may cause flooding to roads in early spring. <i>Funding from City department budgets.</i>
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, roads and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	Prevention	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	The City of Aitkin Public Works department will review any infrastructure that is threatened by flood risk on an annual basis. <i>Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).</i>

Action Number (from the master MEMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
50	Flash Flood and Riverine Flood	Maintain, and where necessary add, storm water retention ponds to protect wastewater treatment facilities throughout Aitkin County.	2	Structural Improvement	Ongoing	Mid-term	County and City Public Works Departments, Pipeline and Utility Companies, MnDOT	On an annual basis, the City's Public Works Department evaluates its INI (infiltration system) of water into its storm sewers and will continue to do so. <i>Funding from County or City department budgets.</i>
51	Flash Flood and Riverine Flood	Work to increase communication between the Aitkin County Planning and Zoning department and the United States Army Corps of Engineers regarding flooding and flowage easements.	1	Prevention	Ongoing	Short-term	Local Planning and Zoning Authorities, United States Army Corps of Engineers	The City of Aitkin will work in cooperation with the Aitkin County Emergency Manager and the Army Corps of Engineers in discussion of easements on the Mississippi River as it affects the City.  <i>Funding from County or City department budgets.</i>
52	Flash Flood and Riverine Flood	Review storm water management guidelines currently in place to ensure that they are adequate to limit post development run-off and will not result in storm water run-off created flood damages.	2	Prevention	Ongoing	Mid-term	Local Planning and Zoning Authorities, MPCA	The City of Aitkin Streets Department maintains oversight of storm water management for the City and will review any guidelines as they relate to new development.  <i>Funding from County or City department budgets.</i>



Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
57	Flash Flood and Riverine Flood	Install flow-rate meters (stream gauges) on rivers and streams that are prone to flooding high-risk, vulnerable properties.	1	Prevention / Structural Improvement	New	Ongoing	Same as #56	The City of Aitkin will work with the Aitkin County Emergency Manager to evaluate the value of flow rate meters along the Mississippi River and other creeks that flood in the City limits. <i>Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other Federal agencies and may not constitute a section of a larger flood control system.</i>

Action Number (from the master MRM? mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
58	Flash Flood and Riverine Flood	Acquire flood prone properties in the special flood hazard area and physically relocate existing structure(s) to outside of the special flood hazard area.	1	Prevention / Structural Improvement	New	Ongoing	Same as #56	The City of Aitkin will work with its assessor and the Aitkin County EM to evaluate any property that may be appropriate to relocate threatened structures to avoid repetitive loss during future flood events. <i>Eligible for FEMA HMA funding. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve natural floodplain functions.</i>
59	Flash Flood and Riverine Flood	Acquire at-risk structures and the underlying land in special flood hazard areas and demolish flood prone structures for the conversion of the land to open space.	1	Prevention / Structural Improvement	New	Ongoing	Same as #56	The City of Aitkin will work with its assessor and the Aitkin County EM to evaluate any structures that may be appropriate to demolish on flood prone property for the conversion to open space. <i>Eligible for FEMA HMA funding. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve natural floodplain functions.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Aitkin Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
60	Flash Flood and Riverine Flood	Reduce potential infrastructure flood damages on utilities such as wastewater treatment, pipelines, and power facilities by dry proofing or wet proofing facilities that are flood prone.	1	Prevention / Structural Improvement	New	Mid-term	Same as #56	The City of Aitkin will work with its Public Works Department to evaluate any facilities that may be threatened due to flooding and if they may benefit from a dry or wet proofing project. <i>Dry floodproofing activities are eligible for FEMA HMA funding.</i>

Table G - 2. Mitigation Actions Identified for Jurisdictional Implementation in Hill City

Action Number (from the master MHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
1	Violent Storms	Work with campground operators to post information regarding storm shelters and safety during strong summer storms.	2	Public Education	Ongoing	Ongoing	County and City emergency managers, MN DNR and concessionaires	The City Parks/Maintenance Department will work to ensure information is posted for summer storm safety at the Hill City Park Campground on an annual basis. <i>Funding to deliver task via staff time of EM and others participating.</i>
2	Violent Storms	Work with the appropriate jurisdictions or agencies to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	1	Public Education	Ongoing	Ongoing	Aitkin County Sheriff's Dept., Hill City Police Department, and MN DNR	The City Parks/Maintenance Department will work to ensure information is posted for summer storm safety at boat launch sites on Hill Lake. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
4	Violent Storms	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	2	Public Education	Ongoing	Ongoing	National Weather Service, County and City emergency managers, School District Superintendents and school staffs, Aitkin County Public Health	Hill City will work with the Aitkin County EM to promote severe weather awareness week in April. City will post information to City website and the Police Dept.'s Facebook page, insert information into the utility bills, and include in annual City newsletter. <i>Funding to deliver task via staff time of EM and others participating.</i>
7	Violent Storms	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	1	Emergency Services	Ongoing	Ongoing	County EM and local city emergency management, MN DNR, and emergency response staff including EMS and Police	Hill City will promote the annual SkyWarn training to its residents. The City's fire department personnel participate annually. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
8	Violent Storms	Continue to ensure that procedures are in place so that emergency management personnel, county sheriffs, and other emergency response teams are notified as soon as possible in the event of an approaching storm.	2	Emergency Services	Ongoing	Short-term	County EM and local city emergency management, MN DNR, emergency response staff including EMS and Police	In the event of severe weather, the City has established protocols in place to page out weather information to fire departments and emergency personnel. <i>Funded by NOAA. Other funding to deliver task via staff time of EM and others participating.</i>
9	Violent Storms	Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.	1	Emergency Services	New	Short-term	County EM and local city emergency management, and emergency response staff including EMS and Police	Hill City will promote that residents register for CodeRed and understand when and what to do when sirens are activated in the City. <i>Funding to deliver task via staff time of EM and others participating.</i>



Action Number (from the master MIMMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
16	Violent Storms	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	Aitkin County Emergency Manager, Aitkin County Public Health, and American Red Cross	Hill City will work with the Aitkin County Public Health to seek shelter management training as appropriate. Aitkin County EM and Public Health will coordinate with Red Cross in training personnel in 2014–2015.  <i>Funding provided to HSEM Region 2 for training under Mass Care grant in 2014. Other funding to deliver task via staff time of EM and others participating.</i>
19	Violent Storms	Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.	1	Emergency Services	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	The City will work with its Public Works Department to evaluate what critical facilities within the City do not have backup power and would be negatively affected in the event of a disaster, disrupting the continuation of city services or emergency response.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding (see Action Item #18).</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
20	Violent Storms	Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction-owned critical facilities in the event of severe storms. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities).	1	Emergency Services	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	Hill City will communicate with the Aitkin County EM if it decides to pursue FEMA funding for the purchase of a permanent generator to support a critical facility. <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding.</i>
23	Violent Storms	Assure the functionality of warning systems for the areas with warning sirens in place.  Warning sirens should be able to be remotely activated by the Aitkin County Sheriff's Office.	2	Emergency Services	Ongoing	Mid-term	County EM and local city emergency management	Hill City fire department tests its warning siren on a monthly basis to ensure it is in working order. In the event of an emergency, the siren is remotely activated by the Sheriff's office but we can also activate it manually if needed.  <i>Funding unknown at this time for improvements.</i>



Action Number (from the master MBMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
26	Violent Storms	Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).	1	Emergency Services	New	Short-term	County EM and local city emergency management	The City of Hill City will work with Aitkin County EM to address local evacuation plans for its residents and especially for vulnerable/elderly people. Aitkin County will review other existing plans in HSEM Region 2. <i>Funding to deliver task via staff time of EM and others participating.</i>
28	Violent Storms	Work to provide increased first responder training for those that work in remote areas and serve the public in the County		Emergency Services	New		County EM in cooperation with local governments such as townships and the MN DNR	Hill City will work to ensure that it has trained first responders on-call. <i>Funding for implementation not currently identified.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
31	Extreme Temperatures	Continue the winter storm awareness program. Key audiences are the elderly and the younger populations who may be more susceptible to the effects of freezing temperatures when outside.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	<p>Hill City will work with the Aitkin County department of Public Health and school districts to provide outreach to vulnerable populations such as the elderly and our students. City will post information to City website and the Police Dept.'s Facebook page, insert information into the utility bills, and include in annual City newsletter.</p> <p><i>Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.</i></p>

Action Number (from the master NHMP mitigation chart)	Hazard	City of Hill City Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
39	Wildfire	Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and are aware of evacuation routes.	1	Public Education	Ongoing	Ongoing	County EM and local city emergency management, Fire Departments and DNR	Hill City will work with its local fire department to evaluate the risk to wildfire to the city and the potential impacts to transportation for evacuation and infrastructure that would be threatened. City will work with its local fire department and MN DNR to provide outreach and education to residents and visitors on wildfire safety. <i>Funding to deliver task via staff time of EM and others participating.</i>
62	Drought	Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.	2	PE/P	New	Ongoing	Aitkin County Soil and Water Conservation District, Aitkin County Public Health	Hill City will work with the Aitkin County EM to communicate to the public on water conservation measures. City will post information to City website and the Police Dept.'s Facebook page, insert information into the utility bills, and include in annual City newsletter.  <i>County staff time to fund deliverables.</i>

Action Number (from the master MMMP mitigation chart)	Hazard	City of McGregor Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
26	Violent Storms	Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).	1	Emergency Services	New	Short-term	County EM and local city emergency management	<p>The City of McGregor will work with Aitkin County EM to address local evacuation plans for its residents and especially for vulnerable/elderly people. Aitkin County will review other existing plans in HSEM Region 2.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>
33	Extreme Temperatures	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health and Red Cross	<p>The Red Cross provided the Aitkin County EM with a shelter database for Aitkin County in 2012. The City of McGregor will work with Aitkin County EM to keep the database updated as related to our community.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>

Action Number (from the master MRM/P mitigation chart)	Hazard	City of McGregor Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
34	Extreme Temperatures	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health, Red Cross	An HSEM grant for Mass Care to Region 2 is providing training to emergency managers during 2014 and 2015. The City of McGregor will work with Aitkin County to participate in shelter training as it is available.  <i>Funding to deliver task via staff time of EM and others participating.</i>
36	Wildfire	Promote the use of financial assistance for fuel reduction efforts through the Firewise program by area property owners.	1	Prevention	Ongoing	Ongoing	County EM and local city emergency management, Fire Departments, DNR Firewise Program	The City of McGregor Emergency Planning committee will work with fire dept., DNR Firewise Program and Aitkin County EM to promote the use of financial assistance for fuel reduction efforts through the Firewise program by area property owners.



Action Number (from the master MHMP mitigation chart)	Hazard	City of McGregor Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, roads and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	Prevention	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	The City of McGregor Emergency Planning committee will work with the city engineer to identify public infrastructure in areas prone to flooding and pursue funding improvements to identified Infrastructure.  <i>Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).</i>
50	Flash Flood and Riverine Flood	Maintain, and where necessary add, storm water retention ponds to protect wastewater treatment facilities throughout Aitkin County.	2	Structural Improvement	Ongoing	Mid-term	County and City Public Works Departments, Pipeline and Utility Companies, MnDOT	The City of McGregor Emergency Planning Committee will investigate to see if there is need for the City of McGregor.  <i>Funding from County or City department budgets.</i>
54	Flash Flood and Riverine Flood	Work to update the floodplain maps for Aitkin County. Current floodplain maps are over 20 years old.	1	Prevention	Ongoing	Mid-term	MN DNR, Local Planning and Zoning Authorities	The City of McGregor Emergency Planning Committee will work with the MN DNR, local planning and zoning authorities to upgrade floodplain maps.  <i>Funding from County budget.</i>

Action Number (from the master MIMP mitigation chart)	Hazard	City of McGregor Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
62	Drought	Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.	2	Public Education / Prevention	New	Ongoing	Aitkin County Soil and Water Conservation District, Aitkin County Public Health	The City of McGregor Emergency Planning Committee will work with Aitkin County and McGregor to develop plans to limit water use in times of drought.  <i>County staff time to fund deliverables.</i>

Table G - 5. Mitigation Actions Identified for Jurisdictional Implementation in the City of Palisade

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
1	Violent Storms	Work with campground operators to post information regarding storm shelters and safety during strong summer storms.	2	PE	Ongoing	Ongoing	County and City emergency managers, Aitkin County Land Department, MN DNR and concessionaires	The Aitkin County Land Department will work to ensure information is posted for summer storm safety at the county-operated Berglund Park. <i>Funding to deliver task via staff time of EM and others participating.</i>
2	Violent Storms	Work with the appropriate jurisdictions or agencies to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	1	PE	Ongoing	Ongoing	Aitkin County Sheriff's Dept., Aitkin County Land Department, and MN DNR	The Aitkin County Land Department will work to ensure information is posted for summer storm safety at the county-operated Berglund Park. <i>Funding to deliver task via staff time of EM and others participating.</i>
4	Violent Storms	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	2	PE	Ongoing	Ongoing	National Weather Service, County and City emergency managers, School District Superintendents and school staffs, Aitkin County Public Health	The City of Palisade will work with the Aitkin County EM to promote severe weather awareness week in April. City will insert information into the utility bills and include in annual City newsletter. <i>Funding to deliver task via staff time of EM and others participating.</i>



Action Number (from the master MSMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
5	Violent Storms	Promote the National Weather Service's "Winter Hazard Awareness Week" held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	2	PE	Ongoing	Ongoing	Same as above	The City of Palisade will work with the Aitkin County EM to promote severe weather awareness week in April. City will insert information into the utility bills and include in annual City newsletter. <i>Funding to deliver task via staff time of EM and others participating.</i>
6	Violent Storms	Review current information and delivery systems in place for public awareness and education of preparedness for severe winter and summer storms and improve upon them as needed.	1	PE	New	Ongoing	County EM and local city emergency management, MN DNR, School District Superintendents and school staffs, Aitkin County Public Health	The City of Palisade will work to evaluate current delivery systems, such as use of the City utility bill notices and posting of community informational flyers. <i>Funding to deliver task via staff time of EM and others participating.</i>
7	Violent Storms	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	1	ES	Ongoing	Ongoing	County EM and local city emergency management, MN DNR, and emergency response staff including EMS and Police	The City of Palisade will promote the annual SkyWarn training to its residents. The City's fire department personnel participate annually. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
8	Violent Storms	Continue to ensure that procedures are in place so that emergency management personnel, county sheriffs, and other emergency response teams are notified as soon as possible in the event of an approaching storm.	2	ES	Ongoing	Short-term	County EM and local city emergency management, MN DNR, emergency response staff including EMS and Police	The City of Palisade has established protocols in place to page out weather information to fire departments and emergency personnel. <i>Funded by NOAA. Other funding to deliver task via staff time of EM and others participating.</i>
9	Violent Storms	Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.	1	ES	New	Short-term	County EM and local city emergency management, and emergency response staff including EMS and Police	The City of Palisade will promote that residents register for CodeRed and understand when and what to do when the emergency siren is activated in the City. <i>Funding to deliver task via staff time of EM and others participating.</i>
11	Violent Storms	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	PE	Ongoing	Ongoing	County EM and local city emergency management, Aitkin County Public Health	During the spring and winter severe weather awareness weeks, the City of Palisade will work to inform residents about the value of having a NOAA weather radio. <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
15	Violent Storms	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of violent storms.	1	ES	New / In Progress	Short-term	County emergency managers, American Red Cross, Aitkin County Public Health	<p>City of Palisade will work with Aitkin County Public Health to be aware of what facilities are designated shelters for mass care in our community, and will help to convey this to the public times when shelters are activated.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>
16	Violent Storms	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	ES	New / In Progress	Short-term	Aitkin County Emergency Manager, Aitkin County Public Health, and American Red Cross	<p>The City of Palisade will work with the Aitkin County Public Health to seek shelter management training as appropriate. Aitkin County EM and Public Health will coordinate with Red Cross in training personnel in 2014 – 2015.</p> <p><i>Funding provided to HSEM Region 2 for training under Mass Care grant in 2014. Other funding to deliver task via staff time of EM and others participating.</i></p>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
17	Violent Storms	Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.	1	P	New	Long-term	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.	The City of Palisade will work with Aitkin County EM to identify and evaluate the potential location for a safe room in our city to protect vulnerable residents during times of severe wind events.  <i>Safe Room construction or retrofit projects may be eligible under FEMA HMA funding (see Action Item #16).</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
18	Violent Storms	<p>Retrofit or construct new storm shelter and safe room facilities in the identified vulnerable locations with specific information on location and building type to construct or retrofit.</p> <p>The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms.</p> <p>(Locations may include schools, mobile home parks, campgrounds or other areas where there are populations - residents or visitors - vulnerable to high winds and tornado events).</p>	1	SI	New	Long-term	<p>County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.</p>	<p>The City of Palisade will work with the Aitkin County EM if we decide to pursue construction of a safe room for an identified location in our community.</p> <p><i>Safe Room construction or retrofit projects of both single and dual-use facilities may be eligible under FEMA HMA funding.</i></p>



Action Number (from the master MPMMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
19	Violent Storms	Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.	1	ES	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	The City of Palisade will identify and discuss the need for backup power in any of our identified critical facilities.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding (see Action Item #18).</i>
20	Violent Storms	Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction-owned critical facilities in the event of severe storms. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities).	1	ES	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	The City of Palisade will communicate with the Aitkin County EM if it decides to pursue FEMA funding for the purchase of a permanent generator to support a critical facility.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
21	Violent Storms	Work with respective road authorities to plant "living snow fences" or tree lines along identified problem areas of identified roads that can reduce snow drifts on the roads.	2	P	New	Mid-term	County, City and MnDOT public works and transportation departments	The City of Palisade will work with the Aitkin County Transportation Department to identify any areas of concern that warrant action.  <i>Funding via County or local jurisdiction transportation budgets.</i>
24	Violent Storms	Identify jurisdictions that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas (such as: campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather.	1	ES	New	Short-term	County EM and local city emergency management, MN DNR	The City of Palisade does not have a warning siren and seeks to have one installed. The City will work with Aitkin County EM to address this need.  <i>Funding for new warning siren systems may be eligible under FEMA's HMA 5% Initiative.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
25	Violent Storms	<p>Install new warning systems in identified vulnerable locations (jurisdictions that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas such as campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather.</p> <p>Warning sirens should be able to be remotely activated by the Aitkin County Sheriff's Office.</p>	1	ES	New	Short-term	County EM and local city emergency management, MN DNR	<p>Same as above.</p> <p><i>Funding for new warning siren systems may be eligible under FEMA's HMA 5% Initiative.</i></p>
26	Violent Storms	<p>Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).</p>	1	ES	New	Short-term	County EM and local city emergency management	<p>The City of Palisade will work with Aitkin County EM to address local evacuation plans for its residents and especially for vulnerable/elderly people. Aitkin County will review other existing plans in HSEM Region 2.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>



Action Number (from the master MHMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
28	Violent Storms	Work to provide increased first responder training for those that work in remote areas and serve the public in the County			New		County EM in cooperation with local governments such as townships and the MN DNR	The City of Palisade will work to ensure that it has trained first responders on-call.  <i>Funding for implementation not currently identified.</i>
29	Violent Storms	Investigate "Storm Ready" designation by the National Weather Service and submit an application if deemed appropriate.	2	P	New	Mid-term	County EM and local city emergency management	The City of Palisade will work with Aitkin County EM to investigate becoming a Storm Ready Community and accomplishing any requirements necessary to be granted designation.  <i>Funding to deliver task via staff time of EM and others participating.</i>
31	Extreme Temperatures	Continue the winter storm awareness program. Key audiences are the elderly and the younger populations who may be more susceptible to the effects of freezing temperatures when outside.	1	PE	Ongoing	Ongoing	County EM and local city emergency management, School District Superintendents and school staffs, Aitkin County Public Health	The City of Palisade will work with the Aitkin County department of Public Health and school districts to provide outreach to vulnerable populations such as the elderly and our students. The City also will utilize its local utility bills to get information out to its residents.  <i>Funding to deliver task via staff time of EM and others participating. Other potential funding unknown at this time.</i>

Action Number (from the master MMMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
32	Extreme Temperatures	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	PE	New	Ongoing	Emergency managers, Sheriff's Department and local Police Departments	The City of Palsade will seek to increase the amount of NOAA weather radios within our community (to residents, government buildings, and facilities that serve vulnerable populations, i.e., assisted living)
33	Extreme Temperatures	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.	1	ES	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health and Red Cross	<i>Funding to deliver task via staff time of EM and others participating.</i> The Red Cross provided the Aitkin County EM with a shelter database for Aitkin County in 2012. The City of Palsade will work with Aitkin County EM to keep the database updated as related to our community.
34	Extreme Temperatures	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	ES	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health, Red Cross	<i>Funding to deliver task via staff time of EM and others participating.</i> An HSEM grant for Mass Care to Region 2 is providing training to emergency managers during 2014. The City of Palsade will work with the EM to acquire local shelter management training so we are prepared to assist should a shelter in our community need to be opened.

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
39	Wildfire	Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and are aware of evacuation routes.	1	PE	Ongoing	Ongoing	County EM and local city emergency management, Fire Departments and MN DNR	The City of Palisade will work with its local fire department and MN DNR to provide outreach and education to residents and visitors on wildfire safety.  <i>Funding to deliver task via staff time of EM and others participating.</i>
44	Wildfire	Identify projects to mitigate at-risk structures and associated loss of life from the threat of wildfire through activities such as the creation of defensible space for wildfire, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems and apply for appropriate funding for implementation.	1	PE/NR	New	Mid-term	County EM and local city emergency management, Aitkin County Soil and Water Conservation District, local fire departments	City of Palisade will work with its local Fire Department to evaluate where potential wildfire mitigation projects may be most effective.  <i>The mitigation actions noted may be eligible for Firewise or FEMA HMA funding.</i>
45	Wildfire	In the event of a blow-down of trees from a severe storm, work with respective partners in natural resources to manage removal of trees to reduce wildland fire fuel.	2	NR	New	Ongoing	County EM and local city emergency management, MN DNR	The City of Palisade will work with its energy providers and also MN DNR to address any removal of downed trees from severe weather.  <i>Fuel reduction projects (removal of flammable vegetation) may be eligible or Firewise or FEMA HMA funding.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Palisade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
46	Flash Flood and Riverine Flood	Maintain bridge, road, and culvert infrastructure at a level that it is capable of sustaining a major storm event and will not be vulnerable to washouts.	1	SI	Ongoing	Ongoing	Aitkin County Highway Department, local jurisdictions' public works and transportation departments	On an annual basis, the City of Palisade identifies and prioritizes any necessary culvert or road improvements as part of its Public Streets Improvement Plan.  <i>Funding for improvement projects unknown at this time.</i>
47	Flash Flood and Riverine Flood	Steer development away from areas that may be difficult to serve with reliable road access.	1	P	Ongoing	Ongoing	Local Planning and Zoning Authorities	The City of Palisade has a zoning ordinance for development areas and it is enforced. <i>County Staff time to fund deliverables.</i>
48	Flash Flood and Riverine Flood	Address ice dams that may impact the road system in a timely manner in order to prevent damage to infrastructure, in particular during spring thaw.	1	P	Ongoing	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	The City of Palisade Streets Department uses steamers each spring to thaw culverts that are frozen and may cause flooding to roads in early spring. <i>Funding from County or City department budgets.</i>
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, road and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	P	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	The City of Palisade Public Works department will review any infrastructure that is threatened by flood risk on an annual basis. <i>Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).</i>



Action Number (from the master MHMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
50	Flash Flood and Riverine Flood	Maintain, and where necessary add, storm water retention ponds to protect wastewater treatment facilities throughout Aitkin County.	2	SI	Ongoing	Mid-term	County and City Public Works Departments, Pipeline and Utility Companies, MnDOT	On an annual basis, the City's Public Works Department evaluates its INI (infiltration system) of water into its storm sewers and will continue to do so. <i>Funding from County or City department budgets.</i>
51	Flash Flood and Riverine Flood	Work to increase communication between the Aitkin County Planning and Zoning department and the United States Army Corps of Engineers regarding flooding and flowage easements	1	P	Ongoing	Short-term	Local Planning and Zoning Authorities, United States Army Corps of Engineers	The City of Palisade will work in cooperation with the Aitkin County Emergency Manager and the Army Corps of Engineers in discussion of easements on the Mississippi River as it affects the City. <i>Funding from County or City department budgets.</i>
52	Flash Flood and Riverine Flood	Review storm water management guidelines currently in place to ensure that they are adequate to limit post development run-off and will not result in storm water run-off created flood damages.	2	P	Ongoing	Mid-term	Local Planning and Zoning Authorities, MPCA	The City of Palisade Streets Department maintains oversight of storm water management for the City and will review any guidelines as they relate to new development. <i>Funding from County or City department budgets.</i>

Action Number (from the master MUMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
56	Flash Flood and Riverine Flood	Identify minor localized flood reduction projects identified to lessen the frequency or severity of flooding and decrease predicted flood damages, such as the installation or modification of culverts, and stormwater management activities, such as creating retention and detention basins, and protection of sanitary sewer lift stations in flood-prone areas.	1	P/SI	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	On an annual basis, the City's Public Works Department will evaluate any flood-related issues as related to our community infrastructure and prioritize improvement projects. <i>Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other federal agencies and may not constitute a section of a larger flood control system.</i>
57	Flash Flood and Riverine Flood	Install flow-rate meters (stream gauges) on rivers and streams that are prone to flooding high-risk, vulnerable properties.	1	P/SI	New	Ongoing	Same as #56	The City of Palsade will work with the Aitkin County Emergency Manager to evaluate the value of flow rate meters along the Mississippi River. <i>Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other federal agencies and may not constitute a section of a larger flood control system.</i>

Action Number (from the master MKMP mitigation chart)	Hazard	City of Palsade Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Aitkin County Comments on Planning Mechanisms and Funding for Implementation
58	Flash Flood and Riverine Flood	Acquire flood prone properties in the special flood hazard area and physically relocate existing structure(s) to outside of the special flood hazard area.	1	P/SI	New	Ongoing	Same as #56	The City of Palisade will work with its assessor and the Aitkin County EM to evaluate any property that may be appropriate to re-locate threatened structures to avoid repetitive loss during future flood events. <i>Eligible for FEMA HMA funding. The property must be deed-restricted in perpetuity to open space uses to restore and/or conserve natural floodplain functions.</i>
62	Drought	Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.	2	PE/P	New	Ongoing	Aitkin County Soil and Water Conservation District, Aitkin County Public Health	The City of Palisade will work with the Aitkin County EM to communicate to the public on water conservation measures. City will insert information into the utility bills, and include in City newsletter.  <i>County staff time to fund deliverables.</i>

Table G - 6. Mitigation Actions Identified for Jurisdictional Implementation in the City of Tamarack

Action Number (from the Tamarack MAMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
9	Violent Storms	Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.	1	Emergency Services	New	Short-term	County EM and local city emergency management, and emergency response staff including EMS and Police	The Tamarack Area Emergency Planning Committee (TAEP) will promote residents of Tamarack to register for Code Red and to understand when and what to do when sirens are activated.  <i>Funding to deliver task via staff time of EM and others participating.</i>
15	Violent Storms	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of violent storms.	1	Emergency Services	New / In Progress	Short-term	County emergency managers, American Red Cross, Aitkin County Public Health	TAEP will work with Aitkin County Public Health to be aware of what facilities are designated shelters for mass care, and will help to convey this to the public in times when shelters are activated.  <i>Funding to deliver task via staff time of EM and others participating.</i>
16	Violent Storms	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	Aitkin County Emergency Manager, Aitkin County Public Health, and American Red Cross	TAEP will work with Aitkin County Public Health to seek shelter management training as appropriate. Aitkin County EM and Public Health will coordinate with Red Cross in training personnel in 2014 – 2015.  <i>Funding provided to HSEM Region 2 for training under Mass Care grant in 2014. Other funding to deliver task via staff time of EM and others participating.</i>



Action Number (from the master MAMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning, Mechanisms and Funding for Implementation
17	Violent Storms	Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.	1	Prevention	New	Long-term	County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.	<p>TAEP will work with Aitkin County EM to identify and evaluate the potential location for a safe room in Tamarack to protect vulnerable residents during times of severe wind events.</p> <p><i>Safe Room construction or retrofit projects may be eligible under FEMA HMA funding (see Action Item #16).</i></p>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
18	Violent Storms	<p>Retrofit or construct new storm shelter and safe room facilities in the Identified vulnerable locations with specific information on location and building type to construct or retrofit.</p> <p>The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms.</p> <p>(Locations may include schools, mobile home parks, campgrounds or other areas where there are populations -residents or visitors- vulnerable to high winds and tornado events).</p>	1	Structural Improvement	New	Long-term	<p>County EM and local city emergency management, School District Superintendents and school staffs, Red Cross, MN DNR, owners of private campgrounds, and owners of mobile home parks.</p>	<p>TAEP will work with the Aitkin County EM if we decide to pursue construction of a safe room for an identified location in our community. TAEP will submit an NOI to HSEM if deciding to proceed with inquiry into mitigation funds to advance the project.</p> <p><i>Safe Room construction or retrofit projects of both single and dual-use facilities may be eligible under FEMA HMA funding.</i></p>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
19	Violent Storms	Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.	1	Emergency Services	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	TAEP will identify and discuss the need for backup power in any of our identified critical facilities in Tamarack.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding (see Action Item #18).</i>
20	Violent Storms	Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction-owned critical facilities in the event of severe storms. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities).	1	Emergency Services	New	Mid-term	County EM and local city emergency management, Aitkin County and local City public works departments, MN DNR	TAEP will communicate with Aitkin County EM if we decide to pursue a purchase of a generator for backup power with FEMA grant funds.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
21	Violent Storms	Work with respective road authorities to plant "living snow fences" or tree lines along identified problem areas of identified roads that can reduce snow drifts on the roads.	2	Prevention	New	Mid-term	County, City and MnDOT public works and transportation departments	TAEP will work with the Aitkin County Transportation Department to identify any areas of concern that warrant action.  <i>Funding via County or local jurisdiction transportation budgets.</i>
26	Violent Storms	Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas).	1	Emergency Services	New	Short-term	County EM and local city emergency management	TAEP will work with Aitkin County EM to address local evacuation plans for its residents and especially for vulnerable/elderly people. Aitkin County will review other existing plans in HSEM Region 2.  <i>Funding to deliver task via staff time of EM and others participating.</i>
28	Violent Storms	Work to provide increased first responder training for those that work in remote areas and serve the public in the County.		Emergency Services	New		County EM in cooperation with local governments such as townships and the MN DNR	TAEP will work with area first responders on training the public relative to disasters.  <i>Funding for implementation not currently identified.</i>

Action Number (from the master MMMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
29	Violent Storms	Investigate "Storm Ready" designation by the National Weather Service and submit an application if deemed appropriate.	2	Prevention	New	Mid-term	County EM and local city emergency management	<p>TAEP will work with Aitkin County EM to investigate becoming a Storm Ready Community and accomplishing any requirements necessary to be granted designation.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>
32	Extreme Temperatures	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	1	Public Education	New	Ongoing	Emergency managers, Sheriff's Department and local Police Departments	<p>TAEP will seek to increase the amount of NOAA weather radios within our community (to residents, government buildings, and facilities that serve vulnerable populations, i.e., assisted living)</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>
33	Extreme Temperatures	Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health and Red Cross	<p>The Red Cross provided the Aitkin County EM with a shelter database for Aitkin County in 2012. TAEP will work with Aitkin County EM to keep the database updated as related to our community.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>



Action Number (from the master MEMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
34	Extreme Temperatures	Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.	1	Emergency Services	New / In Progress	Short-term	County EM and local city emergency management, Aitkin County Public Health, Red Cross	An HSEM grant for Mass Care to Region 2 is providing training to emergency managers during 2014 and 2015. TAEP will work with Aitkin County to participate in shelter training as it is available.  <i>Funding to deliver task via staff time of EM and others participating.</i>
38	Wildfire	Pursue additional funding sources, if available, to supplement programs such as Firewise.	1	Prevention	New	Ongoing	County EM and local city emergency management, Fire Departments	TAEP will discuss with MN DNR Firewise Coordinator, Aitkin County EM and fire departments to review FEMA HMA funding available for wildfire mitigation projects.  <i>Funding to deliver task via staff time of EM and others participating.</i>
41	Wildfire	Planning staff on the city and county level, along with area fire chiefs, should coordinate to ensure new development will have adequate access and egress for emergency response vehicles.	1	Prevention / Emergency Services	Ongoing	Ongoing	All jurisdictional Fire Departments, City Planning & Zoning, County Board and Aitkin County Planning Commission	TAEP will work with Aitkin County Environmental Services / Planning and Zoning and local fire departments to address access and egress requirements should any new development be slated for our community.  <i>Funding to deliver task via staff time of EM and others participating.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
43	Wildfire	Explore development of a Community Wildfire Protection Plan for Aitkin County with guidance from the MN DNR Firewise Community Specialist for Northeast Minnesota. Create plan as advised by MN DNR.	3	Natural Resources	New	Mid-term	County EM, MN DNR	TAEP will participate in the development of a CWPP for Aitkin County should one be developed. TAEP will discuss with Aitkin County EM, MN DNR Firewise Coordinator and local fire departments.  <i>Funding for a CWPP may be eligible through the Firewise program.</i>
44	Wildfire	Identify projects to mitigate at-risk structures and associated loss of life from the threat of wildfire through activities such as the creation of defensible space for wildfire, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems and apply for appropriate funding for implementation.	1	Public Education / Natural Resources	New	Mid-term	County EM and local city emergency management, Aitkin County Soil and Water Conservation District, local fire departments	TAEP will discuss with Aitkin County EM, MN DNR Firewise Coordinator and local fire departments.  <i>The mitigation actions noted may be eligible for Firewise or FEMA HMA funding.</i>
45	Wildfire	In the event of a blow-down of trees from a severe storm, work with respective partners in natural resources to manage removal of trees to reduce wildland fire fuel.	2	Natural Resources	New	Ongoing	County EM and local city emergency management, MN DNR	In the event of a blow down, TAEP will discuss with Aitkin County EM, MN DNR Firewise Coordinator and local fire departments.  <i>Fuel reduction projects (removal of flammable vegetation) may be eligible for Firewise or FEMA HMA funding.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, road and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	Prevention	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	<p>TAEP will work with the Tamarack City Council to review any infrastructure that is threatened by flood risk on an annual basis.</p> <p><i>Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).</i></p>
56	Flash Flood and Riverine Flood	Identify minor localized flood reduction projects identified to lessen the frequency or severity of flooding and decrease predicted flood damages, such as the installation or modification of culverts, stormwater management activities, such as creating retention and detention basins, protection of sanitary sewer lift stations in flood-prone areas.	1	Prevention / Structural Improvement	New	Ongoing	Aitkin County Public Works and Highway Department, All local jurisdiction public works and transportation departments	<p>TAEP and the Tamarack City Council will communicate with Aitkin County EM and Transportation Department to address any necessary review and planning.</p> <p><i>Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other federal agencies and may not constitute a section of a larger flood control system.</i></p>



Action Number (from the master MHMP mitigation chart)	Hazard	City of Tamarack Mitigation Action	Priority	Mitigation Type	Status	Time frame	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
62	Drought	Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.	2	Public Education / Prevention	New	Ongoing	Aitkin County Soil and Water Conservation District, Aitkin County Public Health	<p>TAEP will work with its City Council to keep its residents informed on water use during times of drought and the heightened danger for fires as a result of drought conditions.</p> <p><i>Funding to deliver task via staff time of EM and others participating.</i></p>

Table G - 7. Mitigation Actions Identified for Jurisdictional Implementation in Aitkin County School Districts

Action Number (from the master MHP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
4	Violent Storms	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	2	Public Education	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, National Weather Service, and Aitkin County EM	School Superintendents and staff will work with the Aitkin County Emergency Manager and National Weather Service on an annual basis to integrate this action into the school's education program during the designated week in April.  <i>Funding to deliver task via school staff time and others participating.</i>
5	Violent Storms	Promote the National Weather Service's "Winter Hazard Awareness Week" held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	2	Public Education	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, National Weather Service, and Aitkin County EM	Same as above.

Action Number (from the master MHMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
6	Violent Storms	Review current information and delivery systems in place for public awareness and education of preparedness for severe winter and summer storms and improve upon them as needed.	1	Public Education	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs	School Superintendents and staff will work together across school districts to review and improve the information and means of delivery to educate students on severe weather preparedness. We will continue annual exercise drills for tornadoes.  <i>Funding to deliver task via staff time.</i>
7	Violent Storms	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	1	Emergency Services	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School Superintendent and school staff, National Weather Service	Schools will coordinate with the National Weather Service for this training.  <i>Funding to deliver task via staff time.</i>

Action Number (from the master MMMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
17	Violent Storms	Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.	1	Prevention	New	Long-term	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, County and City emergency managers.	School Superintendents will work with the Aitkin County Emergency Manager and our respective city jurisdictions to evaluate our schools for safe room construction or retrofit.  <i>Safe Room construction or retrofit projects may be eligible under FEMA HMA funding (see Action Item #16).</i>

Action Number (from the master MAMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
18	Violent Storms	<p>Retrofit or construct new storm shelter and safe room facilities in the identified vulnerable locations with specific information on location and building type to construct or retrofit.</p> <p>The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms.</p> <p>(Locations may include schools, mobile home parks, campgrounds or other areas where there are populations -residents or visitors- vulnerable to high winds and tornado events).</p>	1	Structural Improvement	New	Long-term	<p>Aitkin Public Schools ISD #1</p> <p>Hill City School District ISD #2</p> <p>McGregor Area School District ISD #4</p>	<p>School District Superintendents and school staffs, County and City emergency managers.</p>	<p>School Superintendents will work with the Aitkin County Emergency Manager and our respective City jurisdictions if advancing plans for construction or retrofit of a safe room.</p> <p><i>Safe Room construction or retrofit projects of both single and dual-use facilities may be eligible under FEMA HMA funding.</i></p>

Action Number (from the master MHMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
19	Violent Storms	Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.	1	Emergency Services	New	Mid-term	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, County and City emergency managers.	School Superintendents will work with school staff and the Aitkin County Emergency Manager to evaluate the need of backup power in our school facilities.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding.</i>



Action Number (from the master MHMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
20	Violent Storms	Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction- owned critical facilities in the event of severe storms. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities).	1	Emergency Services	New	Mid-term	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, County and City emergency managers.	School Superintendents will work with the Aitkin County Emergency Manager and our respective City jurisdictions if advancing plans for obtaining back-up generators for a school.  <i>Generators and/or related equipment purchases may be eligible for FEMA HMA funding.</i>

Action Number (from the master MHMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
30	Extreme Temperatures	Expand information on risks of heat-related illnesses. Key audiences are the elderly and the younger population engaging in physically strenuous activities.	1	Public Education	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs	School Superintendents and staff will work together across school districts to review and improve upon how students are educated on the risks of exercise and extreme heat through our Physical Education classes, sports programs and general education.  <i>Funding to deliver task via staff time.</i>
31	Extreme Temperatures	Continue the winter storm awareness program. Key audiences are the elderly and the younger populations who may be more susceptible to the effects of freezing temperatures when outside.	1	Public Education	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs	School Superintendents and staff will work together across school districts to review and improve upon how students are educated on extreme weather awareness in all grades.  <i>Funding to deliver task via staff time.</i>



Action Number (from the master MAMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
49	Flash Flood and Riverine Flood	Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, road and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.	1	Prevention	Ongoing	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, County and City emergency managers, City staff.	School Superintendents will work with the Aitkin County Emergency Manager and our respective city jurisdictions to identify and evaluate any specific flood mitigation needs for infrastructure as related to our school.  <i>Mitigation projects may be eligible for FEMA HMA funding for "Infrastructure Retrofit" (measures to reduce risk to existing utility systems, roads, and bridges).</i>

Action Number (from the master MAMP mitigation chart)	Hazard	Aitkin County School Districts Mitigation Action	Priority	Mitigation Type	Status	Time frame	Jurisdictions (School Districts)	Responsibility	Comments on Planning Mechanisms and Funding for Implementation
56	Flash Flood and Riverine Flood	Identify minor localized flood reduction projects identified to lessen the frequency or severity of flooding and decrease predicted flood damages, such as the installation or modification of culverts, stormwater management activities, such as creating retention and detention basins, protection of sanitary sewer lift stations in flood-prone areas.	1	Prevention / Structural Improvement	New	Ongoing	Aitkin Public Schools ISD #1 Hill City School District ISD #2 McGregor Area School District ISD #4	School District Superintendents and school staffs, County and City emergency managers, City staff.	School Superintendents will work with the Aitkin County Emergency Manager and our respective city jurisdictions to identify and evaluate localized flood reduction projects as related to our school.  <i>Minor Localized Flood Reduction Projects may be eligible for FEMA HMA funding. They may not duplicate the flood prevention activities of other federal agencies and may not constitute a section of a larger flood control system.</i>

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**Appendix I**  
**Documentation of Aitkin County 2005**  
**Mitigation Actions for 2014 MHMP Update**

## Violent Storms

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
Identify responsible entities and promote the provision of safety information at campgrounds in Aitkin County. Information should provide the location of the nearest safe building or location. In addition, it should be stressed that under certain circumstances it is best to stay put, as travel during a severe storm may create greater risk.	Short-term	Work with campground operators to post information regarding storm shelters and safety during strong summer storms.	Ongoing
Educate Aitkin County citizens and visitors on ways to stay safe if adequate shelter is not available during a storm.	Ongoing	Promote the National Weather Service's "Severe Weather Awareness Week" held in April of each year. The event seeks to educate residents on the dangers of severe summer storm events and highlights the importance of preparing for severe weather before it strikes.	Ongoing
Work with and encourage mobile home operators in developing storm related shelter plans.	Short-term	Work with mobile home park owners to ensure they are meeting the standards set by the Minnesota Department of Health for approved storm shelters or evacuation plans for times of high winds or tornadoes.	Ongoing
Work with the appropriate jurisdictions to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	Short-term	Work with the appropriate jurisdictions or agencies to place safety information at boat landings throughout Aitkin County regarding what to do in case of severe weather.	Ongoing
Continue the winter storm awareness program. Since recent winter weather has been relatively mild, residents may not be as prepared to deal with extreme temperatures and snowfall.	Ongoing	Promote the National Weather Service's "Winter Hazard Awareness Week" held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	Ongoing
Make certain storm spotters in Aitkin County receive training on a regular basis through the National Weather Service (NWS) in order to maintain their storm spotting skill level.	Ongoing	Participate in annual "Skywarn Training" from the National Weather Service to train new storm spotters in Aitkin County and ensure existing storm spotters maintain their storm-spotting skill.	Ongoing
Ensure emergency management personnel, the County Sheriff's Office, and other emergency response teams are notified as soon as possible in the event of an approaching severe storm.	Ongoing	Continue to ensure that procedures are in place so that emergency management personnel, county sheriffs, and other emergency response teams are notified as soon as possible in the event of an approaching storm.	Ongoing
Provide information to Aitkin County visitors and residents regarding how they can obtain information on severe weather and how to respond to dangerous weather conditions.	Short-term	Provide information to Aitkin County visitors and residents regarding how they can obtain information on severe weather and how to respond to dangerous weather	Ongoing



2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
Increase strategically located signage along roadways informing people about emergency information radio frequency.		conditions. Increase strategically located signage along roadways informing people about emergency information radio frequencies.	
Promote and educate Aitkin County residents and agencies about the use of NOAA weather radios for relaying weather related emergency information	Ongoing	Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.	Ongoing
Inventory the functionality of warning systems for the incorporated areas in Aitkin County and support local jurisdictions with the maintenance of outdoor warning systems.	Mid-term	Assure the functionality of warning systems for the areas with warning sirens in place. Warning sirens should be able to be remotely activated by the Aitkin County Sheriff's Office.	Ongoing / New
Inform Aitkin County public on snow removal policies in place so there is an understanding of the timeframe it may take to remove snow from certain routes.	Mid-term	Raise public awareness on driving conditions and snow removal policies for certain routes during times of dangerous snow or ice conditions.	Ongoing
Locate power lines underground where it is feasible and cost effective. This could be done as part of new construction or as part of reconstruction projects.	Ongoing	Work with local utility companies that serve Aitkin County to locate power lines underground or strengthen where it is feasible and cost effective to reduce the risk of power outages from downed lines during a severe storm. This could be done as part of new construction or as retrofit in areas deemed as high-priority.	Ongoing
Maintain an aggressive brushing program in order to reduce the risk of downed trees interrupting the power supply.	Ongoing	Maintain an aggressive right-of-way clearing program in order to reduce risks of downed trees interrupting the power supply. Development of a hazard-tree program may be appropriate in areas identified as a concern.	Ongoing
Maintain an aggressive brushing program in order to reduce the amount of debris that could block a road after a severe windstorm or winter storm.	Ongoing	Maintain an aggressive brushing program in order to reduce the amount debris that could block a road after a severe windstorm or winter storm.	Ongoing
<p><u><b>New Mitigation Actions to be Added to the above actions for the 2014 Plan:</b></u></p> <p>Review current information and delivery systems in place for public awareness and education of preparedness for severe winter and summer storms and improve upon them as needed.</p> <p>Ensure that communication procedures are in place to effectively provide warning to residents and visitors in advance of approaching severe weather.</p>			

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
<p>Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of violent storms.</p> <p>Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.</p> <p>Research possible storm shelter and safe room locations within the County and each of its government jurisdictions including schools, mobile home parks, campgrounds or other areas where there are populations (residents or visitors) vulnerable to high winds and tornado events.</p> <p>Retrofit or construct new storm shelter and safe room facilities in the identified vulnerable locations with specific information on location and building type to construct or retrofit. The term "safe room" applies to extreme wind (tornado), residential, non-residential and community safe rooms and tornado community safe rooms. (Locations may include schools, mobile home parks, campgrounds or other areas where there are populations -residents or visitors- vulnerable to high winds and tornado events). <b>Savana Portage State Park was concerned about this.</b></p> <p>Work with local jurisdictions, MN DNR and other key stakeholders to develop an Evacuation Plan for Aitkin County in the event of severe weather. The plan should make sure to address the evacuation of vulnerable populations, such as those in nursing homes or remote locations (such as Savanna Portage State Park or rural residential areas). <b>(New as a result of Mtg #2)</b></p> <p>Identify critical facilities within the County and each of its jurisdictions that do not have a generator to supply backup power in the event of a severe storm taking out primary power for its facilities and essential functions. Critical facilities may include: police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical.</p> <p>Purchase generators or related equipment (e.g., generator hook-ups) that will support the operation of essential functions in identified County- and jurisdiction-owned critical facilities in the event of severe storms. Critical facilities may include: <b>police and fire stations, hospitals, water and sewer treatment facilities, and other facilities that the county deems critical (see Appendix B, Aitkin County Critical Facilities). Savana Portage State Park expressed concern that they do not have any back up power for wells and lift stations.</b></p> <p>Work with respective road authorities to plant "living snow fences" or tree lines along identified problem areas of identified roads that can reduce snow drifts on the roads.</p> <p>Identify jurisdictions or other areas that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas (such as: <b>campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather. (Note – McGregor only has a manual warning siren; Palisade does not have one. Savana Portage State Park expressed concern that they do not have a warning siren.</b></p>			

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
<p>Install new warning systems in identified vulnerable locations (jurisdictions that do not have warning siren systems in place and have an expressed need for acquiring one to alert people in high risk, vulnerable areas such as campgrounds, parks and rural residents out of reach of other existing warning siren systems) to approaching severe weather. (3/20/14 Meeting Note – McGregor, McGrath and Palsade do not have one).</p> <p>Work to install shatter-resistant glass and other identified retrofitting measures to protect against the impact of severe summer storms at Riverwood Healthcare Center. 3/20/14 Meeting Note – under the category of Property Protection, Tony Sundholm</p> <p>Work to provide increased first responder training for those that work in remote areas and serve the public in the County. (Savana Portage State Park was concerned about this).</p> <p>Investigate “Storm Ready” designation by the National Weather Service and submit an application if deemed appropriate.</p>			

**Extreme Temperatures**

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
Expand information on the risks of heat related illnesses. Key audiences are the elderly and the younger populations engaging in physically strenuous activities.	Ongoing	No changes to wording.	Ongoing
Continue the winter storm awareness program. Since recent winter weather has been relatively mild, residents may not be as prepared to deal with extreme temperatures and snowfall.	Ongoing	Promote the National Weather Service’s “Winter Hazard Awareness Week” held in November of each year. The event seeks to educate residents on the dangers of winter weather and how to properly deal with it.	Ongoing
<p><u>New Mitigation Actions to be Added to the above actions for the 2014 Plan:</u></p> <p>Expand the in-school extreme weather awareness program to include students in all grades.</p> <p>Promote and educate Aitkin County residents, agencies, and communities about the use of NOAA weather radios for relaying weather-related emergency information.</p>			

Maintain an updated database of facilities in the county that have shelter agreements with the American Red Cross and the capabilities of each shelter to provide mass care in the event of extreme temperatures.

Ensure there are personnel trained in shelter management within the County and each of its jurisdictions, engaging those who would play a role in emergency response leadership in the event of needing to activate a shelter for mass care.

## Wildfire

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
Continue and where necessary expand efforts to educate area residents through the FireWise Program on how they can reduce the risk of wildfire doing damage to their property through vegetation management and use of fire resistant building materials.	Ongoing	Educate area residents through the Firewise program on what they can do to reduce the risk of wildfires doing damage to their property through vegetation management and the use of fire resistant building materials.	Ongoing
Promote the use of financial assistance for fuel reduction efforts through the FireWise program by area property owners.	Ongoing	<i>No changes to wording.</i>	Ongoing
Promote through new building codes that building materials are used that can reduce the chance of property damage related to structural fires.	Ongoing	Promote, through new building codes, the use of building materials that can reduce the chance of property damage related to structural fires.	Ongoing
Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and area aware of evacuation routes.	Mid-term	Maintain an ongoing effort to educate people how to respond in case of a large wildfire event so both residents and area visitors will know how to respond to warnings and are aware of evacuation routes.	Ongoing
Work with fire departments to inventory areas where firefighting capacity is limited through the availability of water and consider strategic installation of dry fire hydrants or water holding tanks. Northeast Aitkin County does not have a dry hydrant in place.	Mid-term	Work with fire departments to inventory areas where firefighting capacity is limited through availability of water and consider strategic installation of dry fire hydrants or water holding tanks.	Ongoing
Planning staff on the city and county levels, along with area fire chiefs, should coordinate to ensure new development will have adequate access and egress for emergency response vehicles.	Ongoing	<i>No changes to wording.</i>	Ongoing

Continue inter-agency and multi-jurisdictional efforts to identify, contain, and extinguish wildfires.	Ongoing	No changes to wording.	Ongoing
<b><u>New Mitigation Actions to be Added to the above actions for the 2014 Plan:</u></b>			
Pursue additional funding sources, if available, to supplement programs such as Firewise.			
Explore development of a Community Wildfire Protection Plan for Aitkin County with guidance from the MN DNR Firewise Community Specialist for Northeast Minnesota. Create plan as advised by MN DNR.			
Identify projects to mitigate at-risk structures and associated loss of life from the threat of wildfire through activities such as the creation of defensible space for wildfire, application of ignition-resistant construction, hazardous fuels reduction, and installation of external wildfire sprinkler systems and apply for appropriate funding for implementation.			
In the event of a blow-down of trees from a severe storm, work with respective partners in natural resources to manage removal of trees to reduce wildland fire fuel.			

**Flash Flood and Riverine Flood**

2005 Language	2005 timeframe	2014 Revised Language	2014 Status (of 2005 action)
Maintain bridge, road, and culvert infrastructure at a level that is capable of sustaining a major storm event and will not be vulnerable to washouts.	Ongoing	No changes to wording.	Ongoing
Encourage that development occurs away from areas that may be difficult to serve with reliable road access. For example, development that will require access through an area that would be prone to washouts or flooding, such as wetland areas.	Ongoing	Steer development away from areas that may be difficult to serve with reliable road access.	Ongoing
Address ice dams that may impact the road system in a timely manner in order to prevent damage to infrastructure, in particular during the spring thaw.	Ongoing	No changes to wording.	Ongoing
Maintain, and where necessary add, storm water retention ponds to protect wastewater treatment facilities throughout Aitkin County.	Long-term	No changes to wording.	Ongoing

Continue to enforce city and county ordinances governing development and setbacks in shoreland areas.	Ongoing	No changes to wording.	Ongoing
Work to update the floodplain maps for Aitkin County. Current floodplain maps are over 20 years old.	Short-term	Develop high-resolution digital elevation modeling.	Ongoing
Work to increase communication between the Aitkin County Planning and Zoning department and the United States Army Corps of Engineers regarding flooding and flowage easements	Short-term	No changes to wording.	Ongoing
Review storm water management guidelines currently in place to ensure that they are adequate to limit post development run-off and will not result in storm water run-off created flood damages.	Mid-term	No changes to wording.	Ongoing

New Mitigation Actions to be Added to the above actions for the 2014 Plan:

Within the County and its jurisdictions, identify public infrastructure in areas that are prone to flooding (such as culverts, road and bridges, and government buildings) and pursue funding for making specific mitigation improvements to those identified pieces of infrastructure.

Communities without floodplain or shore land ordinances should develop such ordinances. The State Floodplain Management Act requires flood prone communities to adopt floodplain management regulations when adequate technical information is available to identify floodplain areas and enroll and maintain eligibility in the National Flood Insurance Program (NFIP).

Identify minor localized flood reduction projects identified to lessen the frequency or severity of flooding and decrease predicted flood damages, such as the installation or modification of culverts, stormwater management activities, such as creating retention and detention basins, protection of sanitary sewer lift stations in flood-prone areas. **Savana Portage State Park concerned that bridges, roads and culverts are subject to washout and flooding in the park.**

Install flow-rate meters (stream gauges) on rivers and streams that are prone to flooding high-risk, vulnerable properties.

Acquire flood prone properties in the special flood hazard area and physically relocate existing structure(s) to outside of the special flood hazard area.

Acquire at-risk structure and the underlying land in special flood hazard area and demolish flood prone structure for the conversion of the land to open space.

Reduce potential infrastructure flood damages on utilities such as wastewater treatment, pipelines, and power facilities by dry proofing or wet proofing facilities that are flood prone.

**Dam Failure**

2005 Language	2014 Revised Language
<i>Dam Failure not included in the 2005 plan.</i>	N/A
<b>NOTES FROM 4/20 MEETING REFLECT THE STEERING COMMITTEE SAID TO LEAVE THIS OUT, FELT IT IS COVERED BY DAM OPERATOR EOPs.</b>	

**Drought**

2005 Language	2014 Revised Language
<i>Drought not included in the 2005 plan.</i>	N/A
<p><u>New Mitigation Actions to be Added to the above actions for the 2014 Plan:</u></p> <p>Continue to implement the monitoring of water table levels.</p> <p>Educate the public on water conservation measures in times of approaching drought conditions and develop plans to limit water use for nonessential purposes, such as lawn watering, car washing, etc., during drought periods as necessary.</p> <p>Strategically place livestock watering ponds on farms in the county to help offset the impact of drought on local farmers.</p>	

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# Board of County Commissioners Agenda Request

7A

Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Board of Adjustment and Planning Commission Appointments

<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 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, Environmental Services Director		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b> Appoint two members to the Board of Adjustment and two members to the Planning Commission.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> See attached memorandum.		
<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? \$    Per diems and mileage reimbursement. 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.


**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:** December 15, 2014

**TO:** Aitkin County Board of Commissioners  
Nathan Burkett, County Administrator

**FROM:** Terry Neff, Environmental Services Director 

**RE:** Board of Adjustment and Planning Commission Appointments

I have reviewed the applications for the openings on the Board of Adjustment for Districts 2 and 4. We received two applications for District 2 and one for District 4. The current member, Ed Spiel, has good attendance and has been a good member for two terms. I recommend Ed Spiel representing District 2 be reappointed for one more term and Jeremy Paquette representing District 4 be reappointed for one more term.

I have reviewed the applications for the openings on the Planning Commission. There are currently two openings on the Commission. Five applications were received, one from a current Commission member Robert Harwarth. The current member has served one term and has had good attendance. There are 5 good applicants to choose from, I recommend 2 of the following 3 be appointed – Mike Hagen represent District 2, Denise Sonnee represent District 3 and/or Robert Harwarth represent District 1.

If you have any questions prior to the meeting, 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

**NEWS RELEASE**

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**AITKIN COUNTY HAS OPENINGS ON THE FOLLOWING COMMITTEES:**

1. Aitkin County Board of Adjustment
  - Districts 2 and 4 (One opening each District)

Reviews variance applications and interpretations from Aitkin County Zoning Ordinances. Individual will participate in public hearings for reviewing variance applications from Aitkin County Zoning Ordinances. Meetings are held the first Wednesday of each month at 4:00 P.M.

Applications will be accepted until Noon on November 12, 2014, or until filled. The position will start the first meeting of January 2015. Terms are three years. Applications can be found on the Aitkin County website, picked up in the West Annex of the Courthouse, or mailed to you if requested.

The Aitkin County Board of Commissioners will make the committee selections from submitted applications during a County Board meeting. All applicants will receive notification by mail whether or not they have been selected. For more information please contact Terry Neff, Environmental Services Director at 218-927-7342.

\*\*\*\*\*

Please contact Sue Bingham at 218-927-7276 for any questions concerning this news release that you will not bill to the County. Thank you.

NOV 18 2014

# MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Board of Adjustment

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I have been on the aitkin ctg. board of adjustment for the past few years. I have attended three continuing education class for this board. The last few years I have been second chair.

High school - 1956, Marine Corp. 56-66, vocational school for machinist + Toolmaker for 7e Army + local mfg till 1983 started my own shop + operated till retirement in 1997.

Currently active in St James Church, Knights of Columbus + the American Legion.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Edward Spief  
Signature of Applicant

11/18/14  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Edward Spief

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

BOARD of ADJUSTMENT

NOV 26 2014

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

My wife and I live on Sugar Lake near Glen. Like many in our community, I recognize that one of our most important resources in Aitkin County is land and all that is associated with it. I would like to help preserve this resource while recognizing that we have to move into the future with responsible growth.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

MARK HODGES

Signature of Applicant

11/26/2014

Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority?      Yes \_\_\_\_\_ No \_\_\_\_\_

Is this application submitted at the suggestion of appointing authority?      Yes \_\_\_\_\_ No \_\_\_\_\_

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: MARK HODGES

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON

AITKIN COUNTY BOARD OF ADJUSTMENTS

AITKIN COUNTY COMMISSIONER DISTRICT 4

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

2 TERMS ON BOARD OF ADJUSTMENTS

DEC 09 2014

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Signature of Applicant 

Date 12/9/2014

If applicant is being nominated by another person or group, the above signature indicates consent to nomination

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No X

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No \_\_\_\_\_

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: JEREMY PAQUETTE

## NEWS RELEASE

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### AITKIN COUNTY HAS TWO OPENINGS ON THE FOLLOWING COMMITTEE:

1. Aitkin County Planning Commission
  - District 1, 2, 3, or 4 (Two openings)

Reviews applications for Conditional Use Permits, Interim Use Permits, Planned Unit Developments, Rezoning and Subdivisions to ensure compliance with Aitkin County Ordinances and the Comprehensive Land Use Plan. Individual will participate in public hearings for review of the applications. Meetings are held on the third Monday of each month at 4:00 P.M.

Applications will be accepted until Noon on December 2, 2014, or until filled. The position will start the first meeting of January 2015. Terms are three years. Applications can be found on the Aitkin County website, picked up in the West Annex of the Courthouse, or mailed to you if requested.

The Aitkin County Board of Commissioners will make the committee selections from submitted applications during a County Board meeting. All applicants will receive notification by mail whether or not they have been selected. For more information please contact Terry Neff, Environmental Services Director at 218-927-7342.

\*\*\*\*\*

Please contact Sue Bingham at 218-927-7276 for any questions concerning this news release that you will not bill to the County. Thank you.

MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NOV 21 2014

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

PLANNING COMMISSION

AITKIN COUNTY COMMISSIONER DISTRICT 2 or close

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

USAF, EMPLOYED BY CONTROL DATA/SEAGATE  
AS TECHNICIAN/ENGINEER/PROGRAMER,  
PRODUCT MANAGER / ENGINEERING DESIGN AND  
TEST LABORATORY MANAGER, (45 YEARS)  
DIRECTOR ON BOARD OF HAMMEL LAKE ASSOCIATION  
ACLAR REPRESENTATIVE FOR HAMMEL LAKE.  
AMERICAN LEGION MEMBER

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought

Ronald Fudala  
Signature of Applicant

11-21-2014  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No X

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No X

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: RONALD FUDALA



**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Planning & Zoning

AITKIN COUNTY COMMISSIONER DISTRICT 3

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Real Estate Salesperson & Broker

Certified Residential Property Appraiser

Lakeside Trip Supervisor

Past President & current board member - Mille Lacs Trek Snowmobile Club

Past Board Member - Biggers Art Gallery

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Dennise Sonnee  
Signature of Applicant

Dec 1, 2014  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes  No

Is this application submitted at the suggestion of appointing authority? Yes  No

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Dennise Sonnee

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Planning Commission

NOV 25 2014

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Currently retired CEO at Riverwood Healthcare Center seeking  
an opportunity to utilize my background & experiences in  
another capacity that could be of a benefit to Aitkin  
County. I believe I can continue to contribute in a  
positive capacity to the Aitkin County Planning Commission.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

  
Signature of Applicant

11-22-14  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Michael Hagen

OCT 31 2014

# MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

AITKIN COUNTY PLANNING COMMISSION

AITKIN COUNTY COMMISSIONER DISTRICT 1

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

- AITKIN CO PLANNING COMMISSION 3 YR
- SPEAKER TOWNSHIP BOARD 4 YR
- ROAD SUPERVISOR 4 YR
- CHAIR 2 YR
- VICE CHAIR 2 YR

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Robert A. Harwath  
Signature of Applicant

10-31-2014  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No

Is this application submitted at the suggestion of appointing authority? Yes \_\_\_\_\_ No

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: ROBERT A. HARWATH

MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

PLANNING COMMISSION

NOV 26 2014

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

My wife and I live on Sugar Lake near Glen. Like many in our community, I recognize that one of our most important resources in Aitkin County is land and all that is associated with it. I would like to help preserve this resource while recognizing that we have to move into the future with responsible growth.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

MARK HODGES

Signature of Applicant

11/26/2014

Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes  No

Is this application submitted at the suggestion of appointing authority? Yes  No

Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: MARK HODGES



# Board of County Commissioners Agenda Request

**8A**  
Agenda Item #

**Requested Meeting Date:** December 12, 2014

**Title of Item:** On, Off & Sunday Liquor License for 2015

<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 checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

<b>Submitted by:</b> Sally M. Huhta	<b>Department:</b> Auditor's
--	---------------------------------

<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b>
--	-------------------------------

**Summary of Issue:**  
Approve application for County On, Off & Sunday Liquor Licenses for 2015 - Fisherman's Bay by adopting the following resolution:

2015 Liquor License Renewal - Fisherman's Bay

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2015 thru December 31, 2015:

"ON", "OFF" and "SUNDAY" Sale:

N5 Corporation, d/b/a Fisherman's Bay – Workman Township  
This establishment has an address of 50933 State Highway 65, McGregor, MN 55760

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

**Recommended Action/Motion:**  
Adopt resolution

**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:*



Aitkin  
County

# Board of County Commissioners Agenda Request

**8B**  
Agenda Item #

**Requested Meeting Date:** 12/23/2014

**Title of Item:** Non-union Compensation Guidelines Update

<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 type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> Human Resources Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director and/or Nate Burkett, County Administrator		<b>Estimated Time Needed:</b> 10-15 minutes
<b>Summary of Issue:</b>  This is an annual update to the Non-union Compensation Guidelines. All changes are shown on the red-lined version attached.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to adopt the updated Non-union Compensation Guidelines as proposed, effective 1/1/2015.		
<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> Salaries and benefits are included in the 2015 budget.		

## **Bobbie Danielson**

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**Subject:** FW: Draft Non-union Compensation Guidelines, Eff. 1/1/2015  
**Attachments:** 0889\_001.pdf

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**From:** Bobbie Danielson  
**Sent:** Thursday, December 11, 2014  
**To:** All Non-union Employees Covered by the Non-union Compensation Guidelines  
**CC:** Nate Burkett  
**Subject:** Draft Non-union Compensation Guidelines, Eff. 1/1/2015

Hello,

Attached for your review, please find a draft copy of the Non-union Compensation Guidelines that are proposed to be effective on 1/1/2015.

The plan is for this to be presented to the Board on 12/23/2014. If you have any questions or concerns regarding any of the proposed changes, please let me or Nate know by 12/15/2014. We believe all of the questions raised during and following the non-union meeting have been addressed. If anything has been inadvertently overlooked, please let one of us know.

Also, if you haven't already heard, the Board authorized non-union employees to be absent from their duties with pay (without having to use any PTO or personal days) on Christmas Eve, December 24, 2014. Any non-union employee who is required to work on this day will be allowed to take the hours worked as paid time off on another day of their choosing, as approved by the department head.

Thanks,

Bobbie

# Aitkin County

## Non-union Compensation Guidelines

Effective January 1, 2015



Adopted by the Aitkin County Board of Commissioners  
December 23, 2014

Deleted: 2014

Deleted: through December 31, 2014

Deleted: December 17, 2013



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These compensation guidelines, including fringe benefits, for non-union employees were approved by the Aitkin County Board of Commissioners, hereinafter referred to as the "Board", on December 23, 2014. The job classifications covered by these compensation guidelines are listed in Appendix B.

**Deleted:** December 17, 2013

### PURPOSE

It is the intent and purpose of the parties hereto that these guidelines shall promote and ensure a spirit of confidence and cooperation between the Board and its employees, set forth the general policy of the Board on personnel and procedure, and establish uniform and equitable rates of pay and hours of work.

Race, creed, color, sex, disability, religious or political belief, sexual orientation, or other factors not pertinent to performance, shall not be considered in hiring, placement, promotion, salary determination or other terms of employment.

### SALARY

Salaries will be based upon the County Board adopted compensation schedule referred to in Appendix A. Job classifications are shown in Appendix B. Salary increases will take effect January 1<sup>st</sup> of each year for all positions.

Employees covered by these compensation guidelines shall receive an annual salary or wage as approved by the Aitkin County Board of Commissioners following a satisfactory performance evaluation.

An employee's salary may not exceed the range maximum.

Employees who terminate employment prior to the date of County Board approval of the non-union compensation guidelines shall not be eligible for retroactive wage adjustments.

**Deleted:** Effective January 1, 2014, non-exempt employees will receive up to a \$0.45 per hour general adjustment and salaried employees will receive up to a \$936.00 per year general adjustment, up to the maximum of the applicable salary range. The salary range will include a mathematical midpoint. ¶

¶ On January 1, 2014 the employee will receive a subsequent adjustment in salary based upon an annual performance evaluation as indicated in Appendix C which may be given up to the maximum of the applicable salary range.

**Deleted:** ¶ Upon completion of five (5) years of service and receipt of a satisfactory or higher Annual Performance Evaluation, the minimum pay for each position shall be the midpoint of the salary range. Qualified staff presently receiving pay at less than midpoint shall receive the adjustment of pay to midpoint value starting the year following the completion of the 5th year of service in their current position. In order to qualify for the midpoint value, the individual must achieve a satisfactory Annual Performance Appraisal. ¶

**RECLASSIFICATION PAY**

A FLSA non-exempt employee whose job classification is upgraded will be placed in the new pay range that results in at least a \$0.75 per hour increase. A FLSA exempt employee whose job classification is upgraded will be placed in the new pay range that results in at least a \$1,560.00/year increase (pro-rated if reclassification occurs mid-year).

**WORK HOURS**

The normal hours of work for all employees are eight (8) hours per day and forty (40) hours per week. It is expected that all staff will provide service necessary to carry out the functions of their position. This includes weekends and nights as required.

Exempt employees are those who are exempt from the overtime and minimum wage requirements of the FLSA. Exempt employees are not eligible for overtime compensation or accrual of compensatory time.

All non-exempt employees are eligible for overtime compensation at the rate of one and one-half (1-1/2) times their regular base wage for hours worked in excess of forty (40) hours per work week. All overtime hours must be approved in advance by the Supervisor.

Flexible hours for staff may be arranged with the Supervisor. This may include four 10-hour days or some other combination of hours within the workweek.

**HOLIDAYS**

Full-time (probationary and non-probationary) employees shall be entitled to the following paid eight (8) hour holidays:

New Year's Day	Martin Luther King Day
President's Day	Memorial Day
4th of July	Labor Day
Veteran's Day	Thanksgiving Day
Friday after Thanksgiving	Christmas Day

When any of the above named holidays fall on a Sunday, the following day shall be observed as the holiday. When the holiday falls on a Saturday, it shall be observed on the preceding Friday.

Part-time (probationary and non-probationary) employees shall be entitled to holiday pay on a pro-rated basis. (Eff. 1/1/2014.)

Deleted: employed 20 or more hours per week on average

LLCC non-exempt employees who are required to work on any of these holidays shall be paid at time and one half (1 1/2) rates in addition to their base wage.

**PAID TIME OFF (PTO)**

Employees will receive PTO that will accrue on a per payroll period basis.

Full-time employees shall accrue PTO benefits based on the following table:

Annual Completed Years of Service	Rate of Accumulation PTO Days per Month	Annual Days of PTO
0	1.75	21
3	2.00	24
5	2.25	27
10	2.50	30
15+	2.75	33

Employees who have used at least twelve (12) PTO days in the previous twelve-month period may elect pay in lieu of PTO for up to ten (10) days once in any calendar year.

Employees may not accrue more than 34 days at any time.

Upon separation of service, the employee will be paid for any unused PTO, up to the maximum accrued amount.

Employees are allowed to transfer any accrued PTO over the maximum accrual amount to the sick leave bank where there is no severance payment upon separation of service. At no time can the sick leave bank exceed 720 hours. PTO that has been transferred to the sick leave bank can only be used in accordance with the sick leave provisions.

Part-time employees shall be entitled to PTO benefits on a pro-rated basis. (Eff. 1/1/2014.)

**Deleted:** who are employed 20 or more hours per week on average

### **PERSONAL LEAVE**

Full-time (probationary and non-probationary) employees shall be granted four (4) personal leave days (32 hours) each year. Such leave shall not be cumulative, and shall be granted on a pro-rated basis. Personal leave days are separate from the PTO and LTD provisions in these guidelines.

Part-time (probationary and non-probationary) employees shall be entitled to personal leave on a pro-rated basis. (Eff. 1/1/2014.)

**Deleted:** employed 20 or more hours per week on average

### **ADDITIONAL PAY AND BENEFITS**

The Human Resources Department or a designated representative and the Department Head will review and evaluate the experience and qualifications of the applicants for a position in professional staff and will assign experience credit deemed reasonable. This will be the starting salary proposed to the County Administrator for approval of the applicant. Any special benefits or conditions of employment negotiated with an individual employee prior to this contract, or as a condition of employment, shall be in addition to the rights and benefits covered by these guidelines.

### **PROBATIONARY PERIOD**

All newly hired or promoted employees will be on a probationary period for six (6) calendar months unless specified otherwise by statute. Employment may be terminated for any reason during this period.

### **CONTINUING EDUCATION**

Continuing education will be established in conjunction with the individual's Performance Appraisal and utilized to improve performance in the current position and/or prepare the employee for advancement within

County Government. This will be in addition to training required to maintain licenses and certifications. Training expenses may be paid by the County as outlined below.

### EDUCATIONAL TUITION

The cost of participation in formalized courses of study will be reimbursed to an employee who has permanent status in the amount equal to one-third (1/3) of the tuition cost provided:

1. That the course is germane to the duties of the employee's job.
2. That the employee satisfactorily completes the course and receives either a "P" in a Pass/No Pass course, or at least a "B-" in an A-F course.
3. That the employee remains in the employment of Aitkin County for a period of one year following completion of the course, or they shall reimburse the County for any costs incurred by the County because of such schooling.
4. That the course be approved by the Department Head and the County Board prior to taking the course.
5. It shall be noted that the cost of "tuition" is covered; this does not include books or other assessed administrative fees.

Deleted: c

Deleted: time equivalent to the length of the course following completion of the course.¶

### SICK LEAVE / CARE OF RELATIVES

Accrued sick leave may be used when an employee cannot perform work duties due to but not limited to the following: personal illness or injury; necessity for medical or dental treatment or examination, where such treatment cannot be scheduled outside of working hours; emergency, illness or injury of the employee's immediate family member which requires the employee's attendance and care; quarantine directed by a medical physician; disability; pre and postnatal care. For the purpose of this paragraph, immediate family is defined as: spouse, child, step child, adult child, parent, step parent, mother-in-law, father-in-law, or grandchild. The Department Head may require a doctor's certificate showing the nature of an injury or illness. The employer will administer FMLA in accordance with County policy.

Sick leave may be used because of illness of the employee's sibling or grandparent as well. For siblings and grandparents, use is limited to 160 hours all combined per calendar year.

Employees are allowed to accumulate up to a maximum of 720 hours (90 working days) of sick leave. Upon separation, employees shall not be paid for any unused sick leave.

Deleted: Sick leave benefits are intended solely to provide income protection in the event of illness or injury of an employee or family member; family member as defined in the Family Medical Leave Act.

### **LONG TERM DISABILITY**

The County shall provide Long Term Disability Insurance for all full-time employees covered by these guidelines based on current salaries. Said insurance shall take effect for new employees upon completion of the Probationary Period. LTD monthly premiums will be paid by the employees via payroll deduction.

Employees whose annual wages are below the maximum salary range will be reimbursed for the monthly premium.

Employees whose annual wages are at the maximum of the salary range shall select one of the following two options:

- (1) the employee shall not be reimbursed for the monthly premium and instead shall receive 1 personal day per year, provided that their wage remains at the maximum of the salary range. Said personal day shall be separate from vacation and PTO and shall not be cumulative; or
- (2) in lieu of receiving the 1 additional personal day per year (as described in option 1), the county will provide long-term disability insurance at no cost to the employee, provided that their wage remains at the maximum of the salary range.

In option (1), the premiums are paid with after tax dollars, so the LTD benefit would not be taxable income to the employee. In option (2), with the county paying the premiums, the LTD benefit would be taxable income to the employee.

### **JURY DUTY**

The County will pay the employee's full, regular salary, and benefits while serving time on jury duty. Employees must reimburse County per diem salary paid for jury duty. Employees shall keep expenses reimbursed to them by the court for jury duty service. If employee is excused from jury duty, and not on vacation or leave, employee shall report back to work and suffer no loss in pay for the day.

### **LEAVE OF ABSENCE**

An employee requesting a leave of absence other than Family & Medical Leave shall apply for same in writing to the County Administrator for their approval. The request shall include the length of leave requested and the reason for said leave.

Employees who are on a leave of absence shall receive no pay or benefits as apply to holidays, vacations, etc. but shall accrue longevity for a period of thirty (30) working days, per leave.

Leaves of absence of ten (10) work days or less may be approved by the employee's Department Head. Leaves of absence of more than ten (10) work days are subject to approval by the County Administrator.

### **FRINGE BENEFITS**

County benefits include Life Insurance, Major Medical Health Insurance, Long Term Disability Insurance, and Liability Insurance. All employees covered by these guidelines who are employed for thirty (30) hours or more per week shall be eligible for County Fringe Benefits.

Voluntary group benefits, including dental insurance, short-term disability insurance, and long term care insurance are also available at the employee's own expense for those who work thirty (30) hours or more per week.

### **HEALTH INSURANCE**

Health insurance coverage will be provided in accordance with the County's insurance policy. The employee and employer contributions shall be established by the County Board and calculated in the same manner as defined in the agreement between Aitkin County and AFSCME Council 65, Local Union #667 (Courthouse Unit).

All eligible employees will receive a County VEBA contribution prorated on a quarterly basis for all quarters in which work is performed.

The County's VEBA account contribution shall be made as part of the first warrant cycle of the year. In the event that an employee leaves employment for any reason other than death, the employee shall be required to reimburse the County for the VEBA contribution prorated on a quarterly basis for any full quarter that remains. The County shall have the right to deduct this amount from the employee's final paycheck.

Employees may elect to receive the county's VEBA contribution on a quarterly basis as a part of the first warrant cycle of the quarter rather than on a yearly basis by submitting a written request to the Auditor's office. Said election must be made prior to the start of the plan year. If an employee has eligible expenses that exceed the County's year to date deductible contribution, the employee may request advance payment up to the remainder allocation for the plan year.

### **LIFE INSURANCE**

The County Board agrees to provide and pay for a life insurance policy of \$15,000 for all full-time employees, and to provide life insurance coverage in the amount of \$10,000 for their spouses and dependents up to age 26.

### **DISCIPLINARY ACTION**

The progressive disciplinary system will be used as defined by Aitkin County's Disciplinary policy. The severity of the infraction will dictate the level of the first action taken, which may include, but not be limited to, verbal reprimand, written reprimand, demotion, suspension or termination.

### **TERMINATION**

If a Department Head elects to terminate employment, at least twenty (20) working days notice shall be given. All other employees who elect to terminate employment shall give at least fifteen (15) working days notice.

An employee may be temporarily suspended or immediately terminated by the Board for just cause. The employee shall be notified of the action and the reason in writing at the time of the suspension or termination. If the employee feels that he or she has been suspended or terminated without just cause or that the period of suspension was unwarranted, the employee shall have the right to appeal under the grievance procedure, provided that objection is made in writing within ten (10) working days of written notice of the suspension or termination. If it is determined the suspension or the termination was without just cause, the County Commissioners shall order the appropriate remedial action.

### **GRIEVANCE PROCEDURE**

A grievance may be filed when the affected employee takes issue with a written reprimand or any disciplinary action greater than a written reprimand. Grievances of staff shall be submitted in writing to the Human

Resources Manager. All grievances must be filed within ten (10) working days of the receipt of the written notice of the disciplinary action, suspension or termination by the employee. Grievance shall be heard and considered by the County Commissioners or designated representative no more than thirty (30) working days after the filing of the grievance. If either party calls in a representative, the other party must be notified seventy-two (72) hours prior to the meeting. A majority decision of the Aitkin County Commissioners shall be final and binding upon both parties and such decision shall be rendered in writing within (30) thirty working days after the grievance hearing.



**APPENDIX A, SALARY SCHEDULE**

Employees covered by these compensation guidelines shall receive an annual salary as approved by the Aitkin County Board of Commissioners.

2015 NON-UNION FLSA EXEMPT			2015 NON-UNION FLSA NON-EXEMPT		
Grade	MIN/YR	MAX/YR	Grade	MIN/HR	MAX/HR
20	\$ 83,824	\$ 125,424	20	\$ 40.30	\$ 60.30
19	\$ 80,704	\$ 120,744	19	\$ 38.80	\$ 58.05
18	\$ 77,584	\$ 116,064	18	\$ 37.30	\$ 55.80
17	\$ 74,464	\$ 111,384	17	\$ 35.80	\$ 53.55
16	\$ 71,344	\$ 106,704	16	\$ 34.30	\$ 51.30
15	\$ 68,224	\$ 102,024	15	\$ 32.80	\$ 49.05
14	\$ 65,104	\$ 97,344	14	\$ 31.30	\$ 46.80
13	\$ 61,984	\$ 92,664	13	\$ 29.80	\$ 44.55
12	\$ 58,864	\$ 87,984	12	\$ 28.30	\$ 42.30
11	\$ 55,744	\$ 83,304	11	\$ 26.80	\$ 40.05
10	\$ 52,624	\$ 78,624	10	\$ 25.30	\$ 37.80
9	\$ 49,504	\$ 73,944	9	\$ 23.80	\$ 35.55
8	\$ 46,384	\$ 69,264	8	\$ 22.30	\$ 33.30
7	\$ 43,264	\$ 64,584	7	\$ 20.80	\$ 31.05
6	\$ 40,144	\$ 59,904	6	\$ 19.30	\$ 28.80
5	\$ 37,024	\$ 55,224	5	\$ 17.80	\$ 26.55
4	\$ 33,904	\$ 50,544	4	\$ 16.30	\$ 24.30
3	\$ 30,784	\$ 45,864	3	\$ 14.80	\$ 22.05
2	\$ 27,664	\$ 41,184	2	\$ 13.30	\$ 19.80
1	\$ 24,544	\$ 36,504	1	\$ 11.80	\$ 17.55

**Deleted:** This schedule is based on a forty (40) hour workweek. (FLSA non-exempt employees are paid on an hourly equivalent basis and are eligible for overtime compensation )¶

**APPENDIX B  
JOB CLASSIFICATIONS**

*Appeal in progress*

<u>Non-union Job Classifications</u>	<u>Grade</u>
ACCOUNTANT (Highway Dept.)	10
ADMINISTRATIVE ASSISTANT (County Administrator's Office)	5
ADMINISTRATIVE COORD.-LLCC	5
ASST. COUNTY ASSESSOR	9
ASST. COUNTY ATTORNEY I	11
ASST. COUNTY ATTORNEY II	13
ASST. COUNTY ENGINEER	13
ASST. HWY. MAINT. FOREMAN	6
ASST. LAND COMMISSIONER	10
ASST. ZONING ADMINISTRATOR	10
BOAT & WATER SAFETY OFFICER	3
BUILDING & GROUNDS SUPERVISOR	7 ✓
CHILD SUPPORT SUPERVISOR	9 ✓
COMPLIANCE OFFICER/WETLAND SPE	9 ✓
COMPUTER SPECIALIST/ Iseries	3 ✓
COMPUTER SPECIALIST/ WEB	4 ✓
CONFIDENTIAL SECRETARY (Sheriff's Office)	4 ✓
COOK -LLCC	1
COOK-HOUSEKEEPER - LLCC	1
COUNTY ADMINISTRATOR	20
COUNTY ASSESSOR	14 ✓
COUNTY ENGINEER	17 ✓
CRIME VICTIM COORDINATOR	6
CUSTODIAN	2 ✓
DEPUTY AUDITOR / PAYROLL TECHNICIAN	6
ECONOMIC DEV/FOREST IND. COORD	10
ENVIRONMENTAL HEALTH SPEC.	9
ENVIRONMENTAL SERVICE DIR	14
FINANCIAL ASSISTANCE SUPERVISOR (HHS)	10
FINANCIAL ASSISTANT (Auditor's Office)	10
FISCAL SUPERVISOR / COLLECTIONS OFFICER (HHS)	10
FOOD SERVICE COORD.-LLCC	2
GIS COORDINATOR	9
HEALTH AND HUMAN SERVICES DIRECTOR*	17 ✓
HEALTH EDUCATOR	9 ✓
HUMAN RESOURCES DIRECTOR	14 ✓
HUMAN RESOURCES SPECIALIST	5 ✓
HWY. MAINT. FOREMAN	10
INSTRUCTION COORD.-LLCC	10
IT DIRECTOR	14
LAND COMMISSIONER	14
LAND SURVEY COORDINATOR	9
LLCC BUSINESS AND MARKETING MANAGER	12
MAINTENANCE COORD.-LLCC	2
NATURALIST-SEASONAL LLCC	3
NETWORK ADMINISTRATOR	9
NETWORK APPLICATION SUPPORT SPECIALIST	7
OFFICE ASSISTANT IV (Highway)	4
OFFICE MANAGER / LEAD PARALEGAL	8
OFFICE SUPPORT SPECIALIST, SR.	4 ✓
PUBLIC HEALTH NURSE	10
PUBLIC HEALTH SUPERVISOR	13
REGISTERED NURSE	9

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<u>RIGHT OF WAY / PERMITTING AGENT</u>	<u>9</u>
<u>SCHOOL YEAR INSTRUCTOR NATURALIST-LLCC</u>	<u>5</u>
<u>SOCIAL SERVICES SUPERVISOR</u>	<u>13</u>
<u>SR. ASST. COUNTY ATTORNEY</u>	<u>17</u>
<u>UTILITY MAINTENANCE CUSTODIAN</u>	<u>3</u>
<u>VETERANS SERVICES OFFICER</u>	<u>9</u>

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\* indicates individuals who have an individual contract.



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 23, 2014

**Title of Item:** Adopt 2015 Levy & 2015 Budget

<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 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*
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<b>Submitted by:</b> Nathan Burkett	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

Adopt the attached resolutions:

- 2015 Levy
- 2015 Budget

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

**Recommended Action/Motion:**

Adopt the attached resolutions.

**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:*

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

ADOPTED December 23, 2014

By Commissioner: xx

122314-xxx

**2015 Levy**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2015 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$5,602,964
Road and Bridge Fund	\$2,403,738
Health & Human Services Fund	\$2,101,360
Debt Service Jail Bond	\$0
Operation or Maintenance Costs of a County Jail	\$1,891,838
Total:	\$11,999,900

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

KIRK PEYSAR, County Auditor

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

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

ADOPTED December 23, 2014

By Commissioner: xxx

**122314-xxx**

**2015 Budgets**

**BE IT RESOLVED**, that the following 2015 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$11,663,628	\$255,000	\$11,918,628
Road and Bridge	\$9,742,622	\$3,995,539	\$13,738,161
Health & Human Service	\$5,771,551	\$400,000	\$6,171,551
Debt Service	\$0	\$343,375	\$343,375
Parks	\$590,225	(\$69,743)	\$520,482
<b>Total:</b>	<b>\$27,768,026</b>	<b>\$4,924,171</b>	<b>\$32,692,197</b>

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

KIRK PEYSAR, County Auditor

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



# Board of County Commissioners Agenda Request

## 9A

Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Adopt Resolutions

<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 checked="" 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> Kirk Peysar		<b>Department:</b> Auditors
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Adopt the attached resolutions: <ol style="list-style-type: none"> <li>1. 2014 Ditch Fund Budgets</li> <li>2. 2015 Unorganized Township Budgets</li> <li>3. 2015 Non-Levy Budgets</li> <li>4. 2015 East Central Library/Levy Budget</li> <li>5. 2015 Boat &amp; Water Safety Budget</li> <li>6. 2015 Appropriations to ASCS and Snake River Watershed</li> <li>7. Unorganized Road &amp; Bridge Transfers</li> <li>8. County Ditch &amp; County Development Transfers</li> </ol>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt the attached resolutions.		
<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>		

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

ADOPTED December 23, 2014

By Commissioner: xx

**122314-xxx**

**2014 Ditch Fund Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2014:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Judicial Ditch 2	7-350	\$4		\$0
Co Ditch 5	7-353	\$0		\$0
Co Ditch 21	7-365	\$0		\$0
Co Ditch 24	7-351	\$0		\$285
Co Ditch 28	7-356	\$0		\$270
Co Ditch 30	7-352	\$10		\$0
Co Ditch 34	7-357	\$0		\$270
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$0
St Ditch 63	7-362	\$1005		\$0
St Ditch 66	7-363	\$0		\$0
Co Ditch 2	7-367	\$0		\$285
Diversion Channel	7-373	\$0		\$0
Co Ditch 23	7-354	\$0		\$90
Co Ditch 25	7-355	\$0		\$0
Co Ditch 42	7-360	\$0		\$0
Co Ditch 58	7-361	\$0		\$0
Co Ditch 20	7-364	\$0		\$0
Co Ditch 43	7-366	\$0		\$0
Co Ditch 29	7-371	\$0		\$185
Co Ditch 38	7-	\$0		\$0

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23rd day of December 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 23rd day of December A.D. 2014

KIRK PEYSAR, County Auditor

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



By Commissioner: xx

122314-xxx

**2015 Unorganized Township Budgets**

**BE IT RESOLVED**, that the following 2015 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$41,000		\$41,000
Unorganized Fire Fund	\$29,450		\$29,450
Unorganized Cemetery	\$2,700		\$2,700

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014**

KIRK PEYSAR, County Auditor

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

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

ADOPTED December 23, 2014

By Commissioner: xx

**122314-xxx**

**2015 Non-Levy Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2015:

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Law Library	\$30,000		\$30,000
County Development	\$250,000	\$63,110	\$313,110
Cons. For Tax Sales	\$0		\$0
Forfeit Tax Sales	\$1,455,000	\$10,365	\$1,465,365
Forest Resource	\$142,500	\$57,957	\$200,457
Reforestation	\$207,838	\$44,429	\$252,267
Memorial Forest	\$94,575	\$39,707	\$134,282
Forest Road	\$37,000	\$9,963	\$46,963
Gravel Pit	\$3,000		\$0
Missing Heirs	\$0		\$0
MCIT	\$5,000		\$5,000
Collaborative Grant	\$70,800	\$17,050	\$87,850
Environmental Trust	\$10,000		\$10,000
LLCC	\$687,810	\$23,927	\$711,737

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

STATE OF MINNESOTA)  
 County of Aitkin ) ss.  
 Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014**

KIRK PEYSAR, County Auditor

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

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

ADOPTED December 23, 2014

By Commissioner: Niemi

122314-xxx

2015 ECRL Levy

**BE IT RESOLVED**, that the amount of \$231,602 be budgeted and levied for the year 2015 for the East Central Regional Library.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

KIRK PEYSAR, County Auditor

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

By Commissioner: xx

122314-xxx

**2015 Boat & Water Safety Budget**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the 2015 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$83,346 for a term January 1, 2015 to December 31, 2015.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$250		
Boat & Water Grant	\$18,750		
Totals:	\$19,000	\$64,346	\$83,346

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

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

By Commissioner: xx

122314-xxx

**2015 Appropriations to ASCS & Snake River Watershed**

**BE IT RESOLVED**, that the budget and appropriation in the amount of \$138,045 be set for 2015 for the Aitkin County Soil and Water Conservation District (\$98,034 from the General Revenue Fund and \$40,011 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

KIRK PEYSAR, County Auditor

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

By Commissioner: xx

122314-xxx

**Unorganized Road & Bridge Transfers**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorg Township

52-22	\$3,051.50
45-24	\$3,360.00
47-24	\$13,489.93
52-24	\$8,027.50
50-25	\$5,942.80
52-25	\$3,190.51
50-26	\$3,433.25
48-27	\$6,974.05
49-27	\$10,833.46
50-27	\$383.75
51-27	\$1,290.00
52-27	\$5,736.25

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
 County of Aitkin ) ss.  
 Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

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

By Commissioner: xx

122314-xxx

**County Ditch & County Development Transfers**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

County Ditch 29	\$185.00
County Ditch 34	\$270.00
County Ditch 63	\$2517.78

**BE IT FURTHER RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:

County Ditch 13	\$407.34
County Ditch 2	\$285.00
County Ditch 23	\$90.00
County Ditch 24	\$285.00
County Ditch 28	\$270.00

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 23<sup>rd</sup> day of December 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 23<sup>rd</sup> day of December A.D. 2014

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



# Aitkin County Board of Commissioners Agenda Request Form

# 10

Agenda Item #

**Requested Meeting Date:** December 23, 2014  
**Title of Item:** Committee Reports

<input checked="" type="checkbox"/> <b>REGULAR AGENDA</b>	<b>Action Requested by:</b> County Commissioners		
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> Wednesday	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

**11A**  
Agenda Item #

**Requested Meeting Date:** December 23, 2014

**Title of Item:** Closed Session - Annual Performance of County Administrator

<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 checked="" 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> Nathan Burkett	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

At the December 9th County Board meeting the Board authorized David Unmacht of Springsted, Inc. to coordinate the performance evaluation process for the County Administrator. Board members were given performance evaluations to fill out and mail to Mr. Unmacht.

Pursuant to MN. Statute 13D.05 Subd. 3a the performance evaluation portion of the meeting will be closed to the public.

**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:**