



Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: December 8, 2015

Title of Item: Placement of funds into reserves.


<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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* <small>*provide copy of hearing notice that was published</small>
Submitted by: Terry Neff, Environmental Services Director		Department: Environmental Services
Presenter (Name and Title): Terry Neff, Environmental Services Director		Estimated Time Needed: N/A
Summary of Issue: The Environmental Services Department (Food, Beverage and Lodging program) is requesting to place the \$5,000.00 in budget item 01-390-6620 (auto/trailers,etc) into reserves for purchase of a newer vehicles in 3 to 4 years.		
Alternatives, Options, Effects on Others/Comments: Would have to budget the funds when needed in the future.		
Recommended Action/Motion: Recommend approving the placement of the funds into reserves.		
Financial Impact: 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> Will be placed in reserves for purchase of a newer vehicle in the future.		

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 1, 2015
TO: Aitkin County Board of Commissioners
Nathan Burkett, County Administrator
FROM: Terry Neff, Environmental Services Director 
RE: Request for Reserves, Department 390

I am requesting to transfer the \$5000.00 in (Environmental Health FBL) account number 01-390-6620 (Auto, Trailers, etc) and hold in reserves for purchase of a newer vehicle in the future. The current car should last another 3 to 4 years, at that time, the reserve funds will be used to purchase a newer vehicle.

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

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