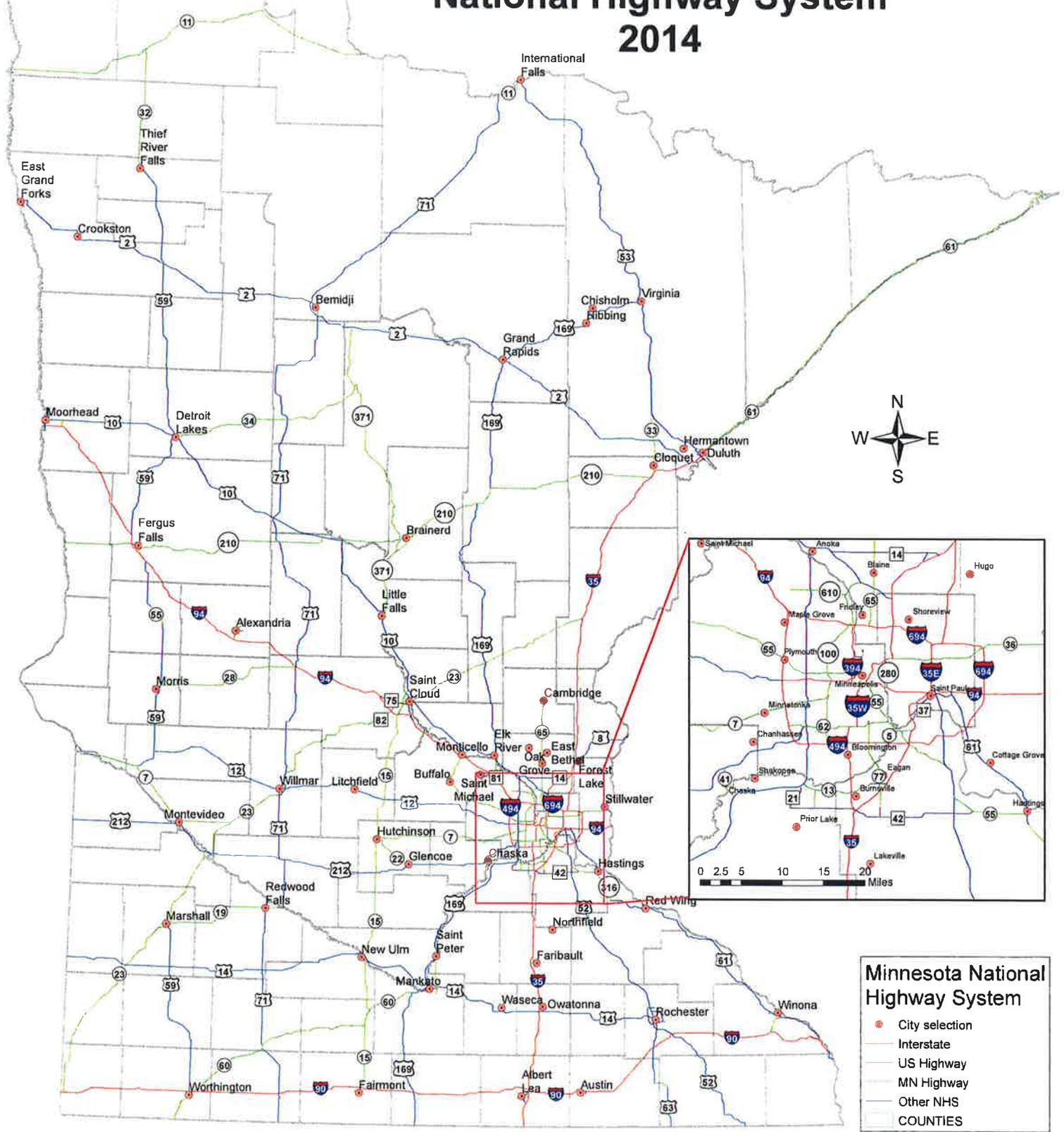


State of Minnesota Department of Transportation National Highway System 2014



Minnesota National Highway System

- City selection
- Interstate
- US Highway
- MN Highway
- Other NHS
- COUNTIES

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AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
Jessica Seibert, Administrator
217 Second Street N.W. Room 134
Aitkin, MN 56431
218-927-3093
Fax: 218-927-7374

MEMORANDUM

COPY

To: Township Supervisors
From: Jessica Seibert, County Administrator
Re: Introduction
Date: March 22, 2017

I'd like to take this opportunity to introduce myself as the new Aitkin County Administrator. As a local, Aitkin County resident, I am looking forward to working with each of you to continue providing excellent service to our residents.

I plan on attending the upcoming Aitkin County Association of Townships meeting on April 20th to meet everyone in person. In the meantime, if you have any questions for me I can be reached at 218-927-3093 or if you happen to be in town, feel free to stop by and say hi.

Jessica

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W., Room 134
Aitkin, MN 56431
218-927-3093
Fax: 218-927-7374

COPY

March 22, 2017

William Bedor
8248 Kentucky Circle
Bloomington, MN 55438

Re: McGregor Airport Commission

Dear Bill:

In January when we spoke on the phone you indicated you are interested in being reappointed to the McGregor Airport Commission. An application was emailed to you.

As we haven't received your application, we have enclosed an application for your convenience. If you are still interested in serving on the McGregor Airport Commission, please fill out the application, return it in the self-addressed, stamped envelope, and the County Board will reappoint you at an upcoming County Board meeting.

If you are no longer interested, please let both the McGregor Airport Commission and our office know, so that we can recruit another member.

Thank you.

Sincerely,



Sue Bingham
Administrative Assistant
Aitkin County Administration

cc: County Board
McGregor Airport Commission

Sue Bingham

From: Sue Bingham [sue.bingham@co.aitkin.mn.us]
Sent: Tuesday, January 17, 2017 10:16 AM
To: 'William Bedor'
Cc: 'patrick.wussow@co.aitkin.mn.us'
Subject: McGregor Airport Commission
Attachments: Committee Application.pdf

Hello, William ~

Per our telephone conversation this morning, attached is the Committee application. Please return the completed application to me so that the County Board is able to reappoint you to the McGregor Airport Commission.

Thank you!

*Sue Bingham
Aitkin County
Administrative Assistant
217 2nd Street NW, Rm. 134
Aitkin, MN 56431
218-927-3093*

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

McGregor Airport Commission

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, 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

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 2nd Street NW – Room 130, Aitkin, MN 56431**

NAME OF APPLICANT: _____

STREET ADDRESS OF APPLICANT:

PHONE NUMBERS:

DAYS _____

EVENINGS _____

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

Sue Bingham

From: Adam Hoogenakker [news@aitkinage.com]
Sent: Thursday, March 16, 2017 9:40 PM
To: Sue Bingham; jessica.seibert@co.aitkin.mn.us
Subject: Re: Public Notice for Preliminary Building Presentation

FYI -
Re: March 14th
Public Hearing

Sue and Jessica,

I dropped the ball on this one. Ross Wagner sent me a notice the day prior regarding the Public Hearing date on March 28, so I assumed your first sentence referred to that notice, not one for the March 14 meeting this past week, which I noticed NO ONE from the public showed up for. I also left that meeting date out of the County Board story published March 1, because I did not continue reading my notes past the committee meeting reports, where the meeting normally ends.

Hopefully I can make amends by publishing the public hearing notice date clearly in the front part of the paper. I apologize for not opening this attachment to see it was different from Ross Wagner's notice for the public hearing.

Thank you,
Adam Hoogenakker
news@aitkinage.com
(218) 927-3761

On Mar 3, 2017, at 1:59 PM, Sue Bingham <sue.bingham@co.aitkin.mn.us> wrote:

Adam ~

If Ross Wagner hasn't submitted anything to you already (he is not here today, so I can't check with him personally), please publish the attached notice in the next two weeks' editions.

Thank you!!

*Sue Bingham
Aitkin County
Administrative Assistant
217 2nd Street NW, Rm. 134
Aitkin, MN 56431
218-927-3093*

<Public Notice 3-3-17.doc>

Minnesota Department of Human Services
Office of the Commissioner
540 Cedar Street
St. Paul, Minnesota 55101

MAR 17 2017

March 15, 2017

Mr. J. Mark Wedel, Chair
Aitkin County Board of Commissioners
217 2nd Street NW
Aitkin, MN 56431

Dear Commissioner Wedel:

It is my pleasure to commend you and your staff for perfect performance in meeting DHS Human Service financial reporting requirements for calendar year 2016. All key quarterly fiscal reports for programs your county participates in were submitted to our Financial Operations Division on or before the report deadlines and in perfect order. This effort required submission of 32 major reports covering the four calendar quarters of 2016. These reports are:

Local Collaborative Time Study (LCTS)*	Income Maintenance Expense
MFIP Consolidated Fund	Social Service Fund
Client Statistics	Title IV-E
SEAGR	BRASS-Based Grant Fiscal Report

* If your county participates in a "local collaborative", submission of this report may require the collection of multiple local partner reports for consolidated submission to DHS.

I know this accomplishment requires planning, an efficient operation, and teamwork within your county Human Services Department. The result is timely revenue for your county and compliance with federal reporting for us at the State. Please congratulate your management and staff on this superb effort.

Sincerely,



Emily Johnson Piper
Commissioner

Cc: Cynthia Bennett, Aitkin County Director



Minnesota Department of Human Services
Internal Audits Office
P.O. Box 64964
St. Paul, MN 55164-0964

March 20, 2017

MAR 27 2017

Chairperson, Board of County Commissioners
Aitkin County Courthouse
217 2nd St. N.W.
Aitkin, MN 56431

Dear Chairperson:

The Minnesota Department of Human Services (DHS) is now conducting its review of county single audit reports for the year ended December 31, 2015. This review is the result of federal regulations imposed on state and local governments by the Single Audit Act as amended in 1996 and 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Our letter to you, dated March 13, 2017, identified the procedures DHS and County Boards use to comply with these federal regulations.

DHS is responsible for monitoring the resolution of audit findings that impact human services federal programs and is also responsible for verifying the resolution of cross cutting audit findings for the counties in Minnesota. A cross cutting finding is a finding that affects the federal programs of more than one state agency. Resolution of any other findings which may appear in your report is the responsibility of the state agency administering the federal programs affected by those findings. All single audit findings that affect federal programs must be resolved no later than six months after the audit report is accepted by the Federal Audit Clearinghouse per 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. These reviews are performed by DHS annually.

If a county audit report includes human services or cross cutting audit findings, DHS will request that the County Board submit a written corrective action plan describing how the county intends to resolve the finding. If no human services or cross cutting findings appear in the audit report, DHS will confirm in a management letter to the Board that no corrective action plan is required to be submitted.

DHS has reviewed the audit report of Aitkin County for the year ended December 31, 2015. Our review found that there are no unresolved human services or cross cutting audit findings requiring a corrective action plan at this time. Therefore, no corrective action plan will be requested.

If you have any questions concerning this letter please contact me at (651) 431-3622 or by email at margaret.brotherton@state.mn.us.

Sincerely,


Margaret Brotherton
Single Audit Coordinator

cc: Thomas Burke, Director
Aitkin County Health & Human Service Agency

