

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS September 26, 2017 – 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**
- 9:05 E) **Health & Human Services (see separate HHS agenda)**
- 9:25 **Break**
- 9:40 F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File September 12, 2017 – September 25, 2017**
B) **Approve September 12, 2017 County Board Minutes**
C) **Approve Commissioner Warrants**
D) **Approve Auditor Warrants – August Sales & Use Tax**
E) **Approve 2017 Emergency Management Performance Grant**
F) **Adopt Resolution: Off-Highway Vehicle Safety Enforcement Grant 2018-2019**
G) **Adopt Resolution: Application for Repurchase of Tax Forfeited Property - Westphal**
- 9:42 3) **Bobbie Danielson, HR Director**
A) **Approve Personnel Committee Recommendation**
B) **Approve Supplemental Insurance Bids**
- 10:00 4) **Jessica Seibert, County Administrator**
A) **Approve MRC Dues Increase**
B) **Adopt Resolution: 2018 Preliminary Levy**
C) **Schedule Public Budget Hearing**
D) **Adopt Resolution: In Support of the Line 3 Replacement Project and Enbridge's Proposed Route**
- 10:20 5) **Committee Updates**
- 11:00 **Adjourn**

<p>The Aitkin County Board of Commissioners met this 12th day of September, 2017 at 9:01 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.</p>	<p>CALL TO ORDER</p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the amended September 12, 2017 agenda. Agenda Item 4A) Adopt Resolution: Land Transfers / Splits was pulled from the agenda, and Agenda Item 5.1) Adopt Resolution: Award Contract No. 20175, was added to the agenda.</p>	<p>APPROVED AGENDA</p>
<p>Galen Tveit and Michael Kearney spoke in favor of the Application to Purchase Tax-Forfeited Land – Rick and Kelly Olson, and Bob Harwarth asked for information on the radon testing in the Health & Human Services basement.</p>	<p>CITIZENS' PUBLIC COMMENTS</p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: August 22, 2017 to September 11, 2017; B) Approve County Board Minutes: August 22, 2017; C) Approve Commissioner Warrants: General Fund \$41,767.23, Road & Bridge \$51,369.84, Health & Human Services \$1,107.34, Trust \$11,367.83, Forest Development \$1,473.62, Long Lake Conservation Center \$3,910.10, Parks \$4,181.99 for a total of \$115,177.95; D) Approve Auditor Warrants: Highway Department Contract Payment \$208,977.24; E) Approve Auditor Warrants – ISD #1 Taconite Payment & Highway Department Contract Payment: Road & Bridge \$1,898,642.91, Agency \$135,437.00 for a total of \$2,034,079.91; F) Approve August Manual Warrants: General Fund \$25,624.87, Road & Bridge \$1,215,465.38, Health & Human Services \$-7,219.76, State \$61,485.19, Trust \$130.00, Long Lake Conservation Center \$839.16, Parks \$460.66 for a total of \$1,296,785.50; G) Adopt Resolution: Application to Repurchase Tax-Forfeited Land – Rick & Kelly Olson; H) Set Unorganized Township Levies for 2018 – 1. Adopt Resolution: 2018 Unorganized Road & Bridge, 2. Adopt Resolution: 2018 Unorganized Fire Protection, 3. Adopt Resolution: 2018 Unorganized Cemetery; I) Adopt Resolution: EAW Record of Decision – Aitkin County Government Center Expansion Project; J) Adopt Resolution: County VSO Operational Enhancement Grant Program; K) Adopt Resolution: Large Assembly License – Northern Minnesota Draft Horse Association; L) Adopt Resolution: Extension of the Aitkin County Comprehensive Local Water Management Plan; M) Approve (4) Affidavits for Duplicate of Lost Warrant; N) Accept \$952.00 Donation to Sobriety Court received during July 28, 2017 Brat Sale fundraiser.</p>	<p>CONSENT AGENDA</p>
<p>Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Application to Repurchase Tax-Forfeited Land – Rick & Kelly Olson:</p>	<p>RESOLUTION 20170912-059 APPLICATION TO REPURCHASE</p>
<p>WHEREAS, Rick J and Kelly J. Olson, the former owner 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, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:</p>	

Plat of Palisade – Lots 9 and 10 Block 5 Property ID – 60-1-008500

**TAX-FORFEITED
LAND – RICK &
KELLY OLSON**

and, **WHEREAS**, said applicants have set forth in their application that:

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

The hardship and injustice are: While operating the business at 303 Main Street in Palisade there was an extreme financial collapse to the economy. While I (Kelly Olson) took day to day control of operating the business, my husband took care of our personal finances. He however lost his job and was laid off for two years. During this time our home went into default and we lost that. His only job opportunity came from the Twin Cities and we had no other choice of closing our business and relocating to the cities. It took almost two years for me to find a part-time position.

After 5 years of this property being on the market, and multiple times dropping the price down from the initial asking of \$235,000 to \$30,000. We were finally able to obtain a purchase offer. During the spring of 2013 we had an auction to pay our taxes; we sold on auction approx. (estimated value) of \$60,000 of equipment and only made approx. \$3,000 for this attempt to settle our debts. This was the last time we had any money to send towards our tax debt to Aitkin County.

We live day to day and paycheck to paycheck to afford our daily living expenses; and we will most likely never recover from this loss.

- b) that the repurchase of said land by me will promote and best serve the public interest, because

After 5 years of the building being on the market, we finally received a purchase agreement for the building and are paying cash.

The family who has made this offer would like to put an establishment into this location as they understand that a good business structure helps the whole community.

- c) Type of ownership you hold on the property:

At the time of this notice we are the owners of the property; originally we purchased it with a contract-for-deed on a 3 year term and satisfied this contract in 2008. We invested an additional \$75,000 in upgrades and equipment. The upgrades remain, the equipment does not as it was sold in previously noted auction.

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 Rick J and Kelly J Olson for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241 as amended.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt

resolution – 2018 Unorganized Road & Bridge:

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Road and Bridge purposes:

Unorg Township	
52-22	\$3000
45-24	\$2000
47-24	\$10000
52-24	\$1500
50-25	\$4000
51-25	\$0
52-25	\$4500
50-26	\$2000
48-27	\$5000
49-27	\$9000
50-27	\$0
51-27	\$0
52-27	\$3500

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2018 Unorganized Fire Protection:

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Fire Protection purposes:

Unorg Township	
52-22	\$12000
51-22	\$150
45-25	\$650
47-25	\$2000
52-26	\$1400
50-28	\$1600
51-26	\$300
52-27	\$2700
50-29	\$1600
48-28	\$5000
49-28	\$5500
50-30	\$350
51-27	\$1200
52-27	\$3000

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2018 Unorganized Cemetery:

**RESOLUTION
20170912-060
2018
UNORGANIZED
ROAD & BRIDGE**

**RESOLUTION
20170912-061
2018
UNORGANIZED
FIRE
PROTECTION**

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Cemetery (Revenue):

Unorganized Township Cemetery:	
Shovel Lake Cemetery	
51-27	\$600
52-27	\$600
Hebron Cemetery	
50-25	\$1,500

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – EAW Record of Decision – Aitkin County Government Center Expansion Project:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Record of Decision for the Aitkin County Government Center Expansion Project, noting that an Environmental Impact Statement is not required for the project.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – County VSO Operational Enhancement Grant Program:

BE IT RESOLVED by **Aitkin County** that the County enter into the **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following project: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service Officer, **Penny Harms**, be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Large Assembly License – Northern Minnesota Draft Horse Association:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

**RESOLUTION
20170912-062
2018
UNORGANIZED
CEMETERY**

**RESOLUTION
20170912-063
EAW RECORD OF
DECISION –
AITKIN COUNTY
GOVERNMENT
CENTER
EXPANSION
PROJECT**

**RESOLUTION
20170912-064
COUNTY VSO
OPERATIONAL
ENHANCEMENT
GRANT
PROGRAM**

**RESOLUTION
20170912-065
LARGE
ASSEMBLY**

Northern Minnesota Draft Horse Exhibition – Malmo Township.
This is scheduled to take place September 23rd, 2017
(Back-up September 24th, 2017)
from 10:00 AM to 4:00 PM

**LICENSE –
NORTHERN MN
DRAFT HORSE
ASSOCIATION**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Extension of the Aitkin County Comprehensive Local Water Management Plan:

WHEREAS, Minnesota Statutes, 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Comprehensive Local Water Management Plan, and

**RESOLUTION
20170912-066
EXTENSION OF
THE AITKIN
COUNTY
COMPREHENSIVE
LOCAL WATER
MANAGEMENT
PLAN**

WHEREAS, Aitkin County currently has a state approved Comprehensive Local Water Management Plan through August 15, 2018, and

WHEREAS, Aitkin County is currently updating the Comprehensive Local Water Management Plan in accordance with Minnesota Statutes 103B.301, and

WHEREAS, Minnesota Pollution Control Agency (MPCA) Watershed Restoration and Protection Strategy (WRAPS) plans are a valuable resource in Aitkin County Watershed planning, and

WHEREAS, usable draft or complete WRAPS documents will be available for the four primary county watersheds by early 2022; Rum River, Upper Mississippi Grand Rapids, Upper Mississippi River-Brainerd, Snake River Watershed, and

WHEREAS, extending the current water plan through August 2022 will allow inclusion of WRAPS findings and recommendations for the four primary watersheds in Aitkin County into the updated Aitkin County Water Plan, to be effective September 2022, and

WHEREAS, Aitkin County assures continued effort toward completion of the Comprehensive Local Water Management Plan update, and

WHEREAS, the Minnesota Board of Water and Soil Resources has authorization to grant extensions pursuant to Minnesota Statutes 103B.3367.

NOW, THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners requests from the Minnesota Board of Water and Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until August 15, 2022, in order to complete the update process in accordance with Minnesota Statutes 103B.301

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve (4) Affidavits for Duplicate of Lost Warrant: 1. LDA, Warrant #100693, dated 5-27-14, in the amount of \$30.00; 2. CU Companies, Warrant #57219, dated 12-26-13, in the amount of \$6.00; 3. Kameron Genz, Warrant #100018, dated 2-27-14, in the amount of \$35.00; 4. Stacy Durgin, Warrant #104674, dated 3-4-16, in the amount of \$3.00.

**AFFIDAVITS FOR
DUPLICATE OF
LOST WARRANT**

Sarah Hawkins, East Central Regional Library Resource Librarian gave a presentation to the Board outlining the variety of library resources available.

**ECRL
PRESENTATION**

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to adopt Aitkin County Buffer Ordinance.

**AITKIN COUNTY
BUFFER
ORDINANCE**

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – County Surveyor:

WHEREAS, Minnesota Statute 389 enables a County Board in Minnesota to appoint and employ a County Surveyor, and appointments are for four year terms.

**RESOLUTION
20170912-067
COUNTY
SURVEYOR**

THEREFORE, BE IT RESOLVED, that Randy Quale is hereby appointed County Surveyor of Aitkin County for a four-year term commencing September 12, 2017, pursuant to the provisions of Minnesota Statute, Section 389.

At 10:00 a.m. Mark Jacobs, Land Commissioner held a Public Hearing to classify tax forfeited lands. No public comment was given. Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Classification of Tax-forfeited Lands:

WHEREAS, MN Statute 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

**RESOLUTION
20170912-068
CLASSIFICATION
OF TAX-
FORFEITED
LANDS**

WHEREAS, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications, and

WHEREAS, the Aitkin County Board of Commissioners held a public hearing for the classification of the following parcels of tax-forfeited lands on Sept 12th, 2017 at 10:00 am at the Aitkin County Courthouse.

THEREFORE, the following parcels of Aitkin County Tax-forfeited lands have been classified as required by MN Statute.

Land Classification 2016 Forfeitures

Pin #	Legal Desc	Sec	Twp	Rge	Proposed Classification
02-1-068900	Thoes Subdivision of Lot 8 of Bridge Park Lot 2	9	52	23	Non-conservation
02-1-070600	Thoes Subdivision of Lot 8 of Bridge Park Lot 19	9	52	23	Non-conservation

17-0-008301	2.53 acres in SW corner of SW-SE less 1.10 acs r/w	7	46	24	Non-conservation
29-1-213600	Sheshebe Point 2 nd Addition W ½ Lot 96	22	49	23	Non-conservation
32-1-073801	Big Sandy Lake Highlands 5 th Addn Lot 154 less 171 x 100 ft & less N 220 ft	34	50	23	Non-conservation
32-1-073902	Big Sandy Lake Highlands 5 th Addn 100 x 200 ft Lot 155 in Doc 225796	34	50	23	Non-conservation
35-1-092000	Enchanted Acres Outlot B	7	49	26	Non-conservation
36-1-080701	Alfreda Addition Lot 6 Blk 1 In Doc 214407	24	45	26	Non-conservation
36-1-080702	Alfreda Addition Lot 6 less part in Doc 214407	24	45	26	Non-conservation
56-0-124900	Unplatted part of SW-NW in B 124 D P 51 less part in Doc 384632	25	47	27	Non-conservation
58-1-006400	McGrath Lot 1 Blk 6	5	43	23	Non-conservation
61-1-011600	Tingdales Original Townsite of Tamarack Lot 11 Blk 2	15	48	22	Non-conservation

Vicki Sellner from MN DNR Lands/Minerals gave the Board an update on mineral and other leases in Aitkin County.

MN DNR LANDS / MINERALS

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution – Award Contract No. 20175:

WHEREAS, Contract No. 20175 is for construction of S.A.P. 001-599-039, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, September 11, 2017 with a total of three bids received, and

WHEREAS, Gladen Construction, Laporte, MN was the lowest responsible bidder in the amount of \$99,477.60.

THEREFORE, BE IT RESOLVED, that Gladen Construction, Laporte, MN is awarded Contract No. 20175.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

**RESOLUTION
20170912-069
AWARD
CONTRACT
NO. 20175**

Motion by Commissioner Niemi seconded by Commissioner Marcotte and carried, all members voting to adjourn the meeting at 1:09 p.m. until Tuesday, September 26, 2017 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

DKB1
9/18/17 9:27AM

Aitkin County

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 DEPT		Commissioners		
86222 Aitkin Independent Age				
01-001-000-0000-6230		120.75 Synopsis 7/11	1479	Printing, Publishing & Adv
01-001-000-0000-6230		23.63 Synopsis EAW notice of extende	1479	Printing, Publishing & Adv
01-001-000-0000-6230		60.38 synopsis 7/25	1479	Printing, Publishing & Adv
01-001-000-0000-6230		60.38 synopsis 8/8	1479	Printing, Publishing & Adv
86222 Aitkin Independent Age		265.14		4 Transactions
14289 Pratt/Bill				
01-001-000-0000-6330		412.49 August Mileage	771@.535	Transportation & Travel & Parking
14289 Pratt/Bill		412.49		1 Transactions
6097 Verizon Wireless				
01-001-000-0000-6250		35.01 monthly Mifi charge	786663881	Telephone
6097 Verizon Wireless		35.01		1 Transactions
10895 Westerlund/Laurie Ann				
01-001-000-0000-6330		331.70 mileage 3/1-6/13	620@.535	Transportation & Travel & Parking
01-001-000-0000-6330		401.25 mileage 6/15-08/31	750@.535	Transportation & Travel & Parking
10895 Westerlund/Laurie Ann		732.95		2 Transactions
1 DEPT Total:		1,445.59	Commissioners	4 Vendors 8 Transactions
12 DEPT		Court Administration		
2650 Kingsley/Marlene E				
01-012-000-0000-6232		53.00 Mileage	01-PR-17-724	Attorney Services
2650 Kingsley/Marlene E		53.00		1 Transactions
12 DEPT Total:		53.00	Court Administration	1 Vendors 1 Transactions
40 DEPT		Auditor		
86222 Aitkin Independent Age				
01-040-000-0000-6230		81.38- bd of appeals synopsis pd twic	1014	Printing, Publishing & Adv
01-040-021-0000-6230		45.00 license ctr/Serv Dir/Age	1014	Printing, Publishing & Adv
86222 Aitkin Independent Age		36.38-		2 Transactions
10185 Centurylink Communications Inc				
01-040-021-0000-6250		145.14 LD Phone bill	320146217	License Center- Phone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/18/17 9:27AM
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
10185 Centurylink Communications Inc		1 Transactions		
2214 Holder/Maryann				
01-040-021-0000-6301	750.00	October Rent		Rentals
2214 Holder/Maryann	750.00	1 Transactions		
86235 The Office Shop Inc				
01-040-021-0000-6405	15.19	Tape	293911-0	Office & Computer Supplies
01-040-000-0000-6231	320.71	Copy Contract	293912-0	Services, Labor, Contracts
86235 The Office Shop Inc	335.90	2 Transactions		
40 DEPT Total:	1,194.66	Auditor	4 Vendors	6 Transactions
42 DEPT		Treasurer		
2966 MACO				
01-042-000-0000-6231	300.00	Image Creator App	342	Services, Labor, Contracts
2966 MACO	300.00	1 Transactions		
4689 Metro Sales Inc				
01-042-000-0000-6231	135.00	Ricoh Copier Charge	INV881338	Services, Labor, Contracts
		09/07/2017 12/06/2017	0	
4689 Metro Sales Inc	135.00	1 Transactions		
14330 US Bank				
01-042-000-0000-6625	117.53	Ricoh Contract	339051047	Office Equipment
14330 US Bank	117.53	1 Transactions		
42 DEPT Total:	552.53	Treasurer	3 Vendors	3 Transactions
43 DEPT		Assessor		
10330 Dangers/Mike				
01-043-000-0000-6330	73.95	Mileage- MAAO Fall Conference	170@.435	Transportation & Travel & Parking
10330 Dangers/Mike	73.95	1 Transactions		
4641 Holiday Credit Office				
01-043-000-0000-6511	474.03	August fuel & car wash	1400000147443	Gas And Oil
4641 Holiday Credit Office	474.03	1 Transactions		

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor Name	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
						<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
86235 The Office Shop Inc		01-043-000-0000-6405			41.22	pens,pencils,legal pads	1031454-0	Office, Film & Computer Supplies
		01-043-000-0000-6405			5.08	black sharpies	1031518-0	Office, Film & Computer Supplies
		01-043-000-0000-6405			33.79	9x12 envelopes	1031518-1	Office, Film & Computer Supplies
		01-043-000-0000-6405			206.87	per copy contract, color,B&W	293992-0	Office, Film & Computer Supplies
86235 The Office Shop Inc					286.96	4 Transactions		
6097 Verizon Wireless		01-043-000-0000-6250			150.04	August cell phone bill	680690882	Telephone
6097 Verizon Wireless					150.04	1 Transactions		
43 DEPT Total:					984.98	Assessor	4 Vendors	7 Transactions
44 DEPT						Central Services		
9867 Government Management Group Inc		01-044-000-0000-6231			3,600.00	2016 cost allocation plan	1601	Services, Labor, Contracts
9867 Government Management Group Inc					3,600.00	1 Transactions		
44 DEPT Total:					3,600.00	Central Services	1 Vendors	1 Transactions
45 DEPT						Motor Pool		
170 Aitkin Motor Company		01-045-000-0000-6302			34.96	Car#3 Escape- Windshield wipers	12648	Car Maintenance
		01-045-000-0000-6302			45.76	Car#38 Escape- LOF, Rotation	14856	Car Maintenance
170 Aitkin Motor Company					80.72	2 Transactions		
45 DEPT Total:					80.72	Motor Pool	1 Vendors	2 Transactions
49 DEPT						Information Technologies		
5245 Bennett/Steve		01-049-000-0000-6340			34.29	Meals- Honeywell conference		Meals (Overnight)
		01-049-000-0000-6330			107.00	Mileage- Honeywell conference	246@.435	Transportation & Travel & Parking
5245 Bennett/Steve					141.29	2 Transactions		
88880 Datacomm Computers & Networks Inc		01-049-000-0000-6402			175.00	APC Battery RBC7 Replacement	10006	Computer Supplies & Software
88880 Datacomm Computers & Networks Inc					175.00	1 Transactions		

DKB1
 9/18/17 9:27AM
 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
6097	Verizon Wireless		September Renewal	386695110	Programming, Services, Contracts
	01-049-000-0000-6231				
6097	Verizon Wireless				
		35.01			
		35.01	1 Transactions		
49	DEPT Total:	351.30	Information Technologies	3 Vendors	4 Transactions
52	DEPT		Administration/Personnel Dept		
14607	AMC MCHRMA				
	01-052-000-0000-6241				
14607	AMC MCHRMA		MACA- MCHRMA fall conference	2017	Registration Fee
		175.00			
		175.00	1 Transactions		
13243	Shred- N- Go, Inc				
	01-052-000-0000-6231		Fuel Surcharge		Services, Labor, Contracts
	01-052-000-0000-6231		1 Consoles	69831	Services, Labor, Contracts
	01-052-000-0000-6231		Recycling Fee	69831	Services, Labor, Contracts
13243	Shred- N- Go, Inc				
		24.83	3 Transactions		
86235	The Office Shop Inc				
	01-052-000-0000-6405		Notary Stamp M.Woitalla	1030873-0	Office & Computer Supplies
86235	The Office Shop Inc				
		35.42	1 Transactions		
		35.42			
6097	Verizon Wireless				
	01-052-000-0000-6250		monthly Mifi charge	786663881	Telephone
6097	Verizon Wireless				
		26.02	1 Transactions		
		26.02			
52	DEPT Total:	261.27	Administration/Personnel Dept	4 Vendors	6 Transactions
90	DEPT		Attorney		
9489	Redwood Toxicology Laboratory, Inc				
	01-090-000-0000-6213		test pretrial defendants	122891	Drug & Forfeiture Ms387.213
9489	Redwood Toxicology Laboratory, Inc				
		90.07	1 Transactions		
		90.07			
90	DEPT Total:	90.07	Attorney	1 Vendors	1 Transactions
100	DEPT		Recorder		
11406	Innovative Office Solutions				
	01-100-000-0000-6405		toner HP laserjet	IN1735892	Office & Computer Supplies
		178.64			

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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				
11406 Innovative Office Solutions				
178.64			1 Transactions	
100 DEPT Total:		Recorder	1 Vendors	1 Transactions
178.64				
110 DEPT		Courthouse Maintenance		
964 Chief Supply Corp				
01-110-000-0000-6422		30 boxes 2X gloves,10 MD glove		Janitorial Supplies
320.09				
964 Chief Supply Corp			1 Transactions	
320.09				
88628 Dalco				
01-110-000-0000-6422		toilet tissue,white hard towel	3218425	Janitorial Supplies
121.64				
88628 Dalco			1 Transactions	
121.64				
1754 Garrison Disposal Company, Inc				
01-110-000-0000-6255		Waste Removal	21690	Garbage
583.57				
1754 Garrison Disposal Company, Inc			1 Transactions	
583.57				
2186 Hillyard Inc - Kansas City				
01-110-000-0000-6422		janitorial Supplies	602676020	Janitorial Supplies
269.36				
2186 Hillyard Inc - Kansas City			1 Transactions	
269.36				
2340 Hyytinen Hardware Hank				
01-110-000-0000-6422		bleach,shampoo,key	1412006	Janitorial Supplies
37.53				
01-110-000-0000-6422		batteries	1414063	Janitorial Supplies
16.99				
01-110-000-0000-6422		batteries	1414090	Janitorial Supplies
13.99				
01-110-000-0000-6422		batteries, latex paint	1417109	Janitorial Supplies
25.98				
01-110-000-0000-6422		cement patch	1417322	Janitorial Supplies
14.99				
2340 Hyytinen Hardware Hank			5 Transactions	
109.48				
89765 Minnesota Elevator, Inc				
01-110-000-0000-6231		September monthly service	719978	Services, Labor, Contracts
171.64				
89765 Minnesota Elevator, Inc			1 Transactions	
171.64				
9692 Minnesota Energy Resources Corporation				
01-110-000-0000-6254		Gas- Courthouse	0506823754	Utilities & Heating
45.00				
9692 Minnesota Energy Resources Corporation			1 Transactions	
45.00				

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Vendor Name	<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>
110 DEPT Total:		1,620.78	Courthouse Maintenance	7 Vendors 11 Transactions
120 DEPT			Service Officer	
2448 Janzen/Carroll Mark 01-120-000-0000-6350		50.00	DRIVE VAN 08/31/2017	ST CLOUD 0 Per Diem
2448 Janzen/Carroll Mark		50.00		1 Transactions
14508 Janzen/Hugh 01-120-000-0000-6350		50.00	DRIVE VAN 08/08/2017	MPLS 0 Per Diem
14508 Janzen/Hugh		50.00		1 Transactions
5767 Lamke/Dennis 01-120-000-0000-6350		50.00	DRIVE VAN 08/19/2017	ST CLOUD 0 Per Diem
5767 Lamke/Dennis		50.00		1 Transactions
10234 Miller/Conrad 01-120-000-0000-6350		50.00	DRIVE VAN 08/02/2017	MPLS 0 Per Diem
10234 Miller/Conrad		50.00		1 Transactions
10677 Olsen/Gerald D 01-120-000-0000-6350		50.00	DRIVE VAN 08/09/2017	ST CLOUD 0 Per Diem
10677 Olsen/Gerald D		50.00		1 Transactions
3912 Peterson/Richard 01-120-000-0000-6350		50.00	DRIVE VAN 08/21/2017	ST CLOUD 0 Per Diem
3912 Peterson/Richard		50.00		1 Transactions
11362 Roscoe/Bernie 01-120-000-0000-6350		50.00	DRIVE VAN 08/09/2017	ST CLOUD 0 Per Diem
01-120-000-0000-6350		50.00	DRIVE VAN 08/29/2017	ST CLOUD 0 Per Diem

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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
11362 Roscoe/Bernie				
	100.00	2 Transactions		
3518 Voyageur Press Of Mcgregor/The				
01-120-000-0000-6230	81.00	Display Ad- Veterans Benefits	36585	Printing, Publishing & Adv
3518 Voyageur Press Of Mcgregor/The	81.00	1 Transactions		
5960 Wilmo/Wesley S.				
01-120-000-0000-6350	50.00	DRIVE VAN	BRAINERD	Per Diem
		08/13/2017 08/13/2017	0	
5960 Wilmo/Wesley S.	50.00	1 Transactions		
120 DEPT Total:	531.00	Service Officer	9 Vendors	10 Transactions
122 DEPT		Planning & Zoning		
86222 Aitkin Independent Age				
01-122-000-0000-6230	31.50	Notice of Hrg 8/21	1482	Printing, Publishing & Adv
01-122-000-0000-6230	126.00	Notice of Hrg 9/6	1482	Printing, Publishing & Adv
01-122-000-0000-6230	99.75	Notice of Hrg 9/18	1482	Printing, Publishing & Adv
01-122-000-0000-6230	220.50	Notice of Hrg/Buffer Ordinance	1482	Printing, Publishing & Adv
86222 Aitkin Independent Age	477.75	4 Transactions		
14320 Benson/Lin				
01-122-000-0000-6350	80.00	BOA/Onsites		Per Diem
01-122-038-0000-6330	119.31	BOA/Onsite mileage	223@.535	Boa/Pc Mileage
14320 Benson/Lin	199.31	2 Transactions		
14339 Bright/Richard Edward				
01-122-000-0000-6350	100.00	BOA/Onsites		Per Diem
01-122-038-0000-6330	121.99	BOA/Onsite mileage		Boa/Pc Mileage
14339 Bright/Richard Edward	221.99	2 Transactions		
13066 Hargrave/Bryan				
01-122-000-0000-6231	3,500.00	Contract Inspections	10@350.00	Services, Labor, Contracts, Programming
		09/04/2017 09/15/2017	0	
13066 Hargrave/Bryan	3,500.00	1 Transactions		
4641 Holiday Credit Office				
01-122-000-0000-6511	127.08	August Gas	1400000135321	Gas And Oil

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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>
4641 Holiday Credit Office		127.08		1 Transactions	
5516 Paquette/Jeremy M					
01-122-000-0000-6350		80.00	BOA/Onsites		Per Diem
01-122-038-0000-6330		74.37	BOA/Onsite mileage		Boa/Pc Mileage
5516 Paquette/Jeremy M		154.37		2 Transactions	
14132 R & R Landscaping					
01-122-000-0000-6820		150.00	Full refund of APP#2017-002395		Refunds & Reimbursements
14132 R & R Landscaping		150.00		1 Transactions	
4010 Rasley Oil Company					
01-122-000-0000-6511		16.36	August Fuel Charges	AITCOZOS	Gas And Oil
4010 Rasley Oil Company		16.36		1 Transactions	
10028 Spiel/Edward					
01-122-000-0000-6350		100.00	BOA/Onsites		Per Diem
01-122-038-0000-6330		122.52	BOA/Onsite mileage	229@.535	Boa/Pc Mileage
10028 Spiel/Edward		222.52		2 Transactions	
12077 Stromberg/Kevin					
01-122-000-0000-6350		100.00	BOA/Onsites		Per Diem
01-122-038-0000-6330		180.30	BOA/Onsite mileage	337@.535	Boa/Pc Mileage
12077 Stromberg/Kevin		280.30		2 Transactions	
122 DEPT Total:		5,349.68	Planning & Zoning	10 Vendors	18 Transactions
123 DEPT			Coroner		
988 Hennepin Co Medical Centers					
01-123-000-0000-6260		80.58	ME 17-1596		Autopsies - Pathologist, Xrays, Etc
988 Hennepin Co Medical Centers		80.58		1 Transactions	
2939 McGee P.A./M.B.					
01-123-000-0000-6231		500.00	ME 2017-1010	2759	Coroner Fees
01-123-000-0000-6231		500.00	ME 2017-1128	2759	Coroner Fees
01-123-000-0000-6231		500.00	ME 2017-0942	2759	Coroner Fees
01-123-000-0000-6231		500.00	ME 2017-1297	2759	Coroner Fees
01-123-000-0000-6231		500.00	ME 2017-1548	2759	Coroner Fees
01-123-000-0000-6231		500.00	ME 2017-1625	2759	Coroner Fees

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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				
01- 123- 000- 0000- 6231		ME 2017- 1596	2759	Coroner Fees
01- 123- 000- 0000- 6231		ME 2017- 1778	2759	Coroner Fees
2939 McGee P.A./M.B.			8 Transactions	
3987 Ramsey County Medical Examiner				
01- 123- 000- 0000- 6260	1,400.00	ME 17- 1596		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260	1,400.00	ME 17- 1778		Autopsies- - Pathologist, Xrays, Etc
3987 Ramsey County Medical Examiner	2,800.00		2 Transactions	
123 DEPT Total:	6,880.58	Coroner	3 Vendors	11 Transactions
200 DEPT		Enforcement		
89471 Aitkin Co 4- H Council				
01- 200- 000- 0000- 6405	840.00	(21) 2016 Aitkin cnty Plat Bks	9/6- 9/7/17	Office Supplies
89471 Aitkin Co 4- H Council	840.00		1 Transactions	
170 Aitkin Motor Company				
01- 200- 000- 0000- 6302	379.60	replace air flow sensor #223	15027	Car Maintenance
170 Aitkin Motor Company	379.60		1 Transactions	
10452 AT&T Mobility				
01- 200- 000- 0000- 6250	976.44	Foundation Account	287258495419	Telephone
10452 AT&T Mobility	976.44		1 Transactions	
86467 Auto Value Aitkin				
01- 200- 000- 0000- 6405	42.89	stripe decal remover disc	40107635	Office Supplies
86467 Auto Value Aitkin	42.89		1 Transactions	
4488 Automated Word Professionals				
01- 200- 000- 0000- 6231	43.50	transcription	17- SO117	Services & Labor (Incl Contracts)
4488 Automated Word Professionals	43.50		1 Transactions	
13325 Bruggman/Paul				
01- 200- 040- 0000- 6304	28.50	August phone/internet		TZD Grant Expenses
01- 200- 040- 0000- 6304	66.34	August Mileage	124@.535	TZD Grant Expenses
01- 200- 040- 0000- 6304	704.00	August hours worked	22@32.00	TZD Grant Expenses
13325 Bruggman/Paul	798.84		3 Transactions	
783 Canon Financial Services, Inc				

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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>
783 Canon Financial Services, Inc		181.45	admin copier monthly lease	17690967	Services & Labor (Incl Contracts)
		181.45	1 Transactions		
5398 CDW Government, Inc		170.00	monitor- Coffman	KBQ8866	Office Equipment
5398 CDW Government, Inc		170.00	1 Transactions		
964 Chief Supply Corp		44.48	rechargable battery	227981	Office Supplies
964 Chief Supply Corp		44.48	1 Transactions		
1059 CMI, Inc.		261.27	mouthpieces, cylinder	8004933	Deputy Supplies
1059 CMI, Inc.		261.27	1 Transactions		
1339 Dennis' Towing		244.00	tow chevy Corsica 17- 2444	8/29/17	Wrecker Service
1339 Dennis' Towing		244.00	1 Transactions		
11421 G & D Auto & Towing Inc		325.00	tow Chevy pickup 17- 2490	9/6/17	Wrecker Service
11421 G & D Auto & Towing Inc		325.00	1 Transactions		
4641 Holiday Credit Office		105.75	August Holiday Gas	1400000288942	Gas And Oil
4641 Holiday Credit Office		105.75	1 Transactions		
2340 Hyytinen Hardware Hank		3.57	key #202	1413602	Deputy Supplies
2340 Hyytinen Hardware Hank		3.57	1 Transactions		
3263 K&M Signs Inc.		35.00	#202 squad numbers	11796	Car Maintenance
3263 K&M Signs Inc.		35.00	1 Transactions		
5756 KEEPRS, Inc		56.19	uniform shirt #222	351850-01	Clothing Allowance
5756 KEEPRS, Inc		56.19	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>
2925 L & M Supply,Inc. 01-200-019-0000-6405		Loki food	8230308	Office & Computer Supplies
2925 L & M Supply,Inc.			1 Transactions	
3100 McGregor Oil 01-200-000-0000-6511		Gas #220	AITKINSH	Gas And Oil
3100 McGregor Oil			1 Transactions	
4490 McGregor Veterinary Clinic 01-200-000-0000-6231		veterinary services 17- 0311	52585	Services & Labor (Incl Contracts)
4490 McGregor Veterinary Clinic			1 Transactions	
3337 Minnesota County Attorneys Association 01-200-000-0000-6405		Forfeiture Forms	200003196	Office Supplies
3337 Minnesota County Attorneys Association			1 Transactions	
3760 Palisade Cooperative Oil Assoc 01-200-000-0000-6511		Gas #209	380981	Gas And Oil
01-200-000-0000-6511		#209 August gas	ACSHERI	Gas And Oil
3760 Palisade Cooperative Oil Assoc			2 Transactions	
4010 Rasley Oil Company 01-200-000-0000-6511		August Gas	AITCOSHERS	Gas And Oil
4010 Rasley Oil Company			1 Transactions	
13864 Sandberg/Kristi 01-200-000-0000-6150		October Cobra Premium		Health Insurance- Employer
13864 Sandberg/Kristi			1 Transactions	
4681 Streichers 01-200-000-0000-6410		uniform pant #209	11279469	Clothing Allowance
4681 Streichers			1 Transactions	
13934 Tire Barn 01-200-000-0000-6302		tire repair #202	18095	Car Maintenance
01-200-000-0000-6302		oil change #208 B&W PU	40030	Car Maintenance
01-200-000-0000-6302		tire, install #202	40128	Car Maintenance
01-200-000-0000-6302		oil change #212	40160	Car Maintenance
01-200-000-0000-6302		oil change #211	40172	Car Maintenance

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
13934 Tire Barn		358.52	5 Transactions	
13848 WYATT'S TOWING				
01-200-000-0000-6359		225.00	tow Ninja Motorcycle 17-2348	8/25/17 Wrecker Service
01-200-000-0000-6359		205.00	tow Buick LeSabre 17-2409	8/25/17 Wrecker Service
13848 WYATT'S TOWING		430.00	2 Transactions	
200 DEPT Total:		6,854.57	Enforcement	26 Vendors 34 Transactions
202 DEPT			Boat & Water	
10452 AT&T Mobility				
01-202-000-0000-6250		78.57	Foundation Account	287258495419 Telephone
10452 AT&T Mobility		78.57	1 Transactions	
10412 O'Reilly Auto Parts				
01-202-000-0000-6302		12.65	bulb B&W	1878-370896 B&W Maintenance
10412 O'Reilly Auto Parts		12.65	1 Transactions	
202 DEPT Total:		91.22	Boat & Water	2 Vendors 2 Transactions
206 DEPT			Forfeitures	
117 Aitkin County Sheriff				
01-206-000-0000-6409		43.50	title forfeited vehicles	Forfeiture Supplies
117 Aitkin County Sheriff		43.50	1 Transactions	
206 DEPT Total:		43.50	Forfeitures	1 Vendors 1 Transactions
252 DEPT			Corrections	
14005 American Tower Corporation				
01-252-000-0000-6231		326.19	Jacobson Tower Rent	404448065 Services & Labor (Incl Contracts)
14005 American Tower Corporation		326.19	1 Transactions	
12106 Antoine Electric				
01-252-000-0000-6590		79.34	storage room lighting	16366 Repair & Maintenance Supplies
01-252-000-0000-6590		103.35	block assembly rooftop chiller	16381 Repair & Maintenance Supplies
01-252-000-0000-6590		130.50	retrofit LED lamp booking	16382 Repair & Maintenance Supplies
01-252-000-0000-6590		130.50	retrofit LED lamp library	16383 Repair & Maintenance Supplies

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<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12106 Antoine Electric		443.69			4 Transactions
10452 AT&T Mobility					
01- 252- 000- 0000- 6250		50.46	Foundation Account	287258495419	Telephone
10452 AT&T Mobility		50.46			1 Transactions
163 Charter Communications					
01- 252- 252- 0000- 6405		181.71	Cable Tv		Prisoner Welfare
163 Charter Communications		181.71			1 Transactions
5583 Crawford Supply Company					
01- 252- 252- 0000- 6408		165.36	commissary supplies	880712	Commissary Supplies
5583 Crawford Supply Company		165.36			1 Transactions
88628 Dalco					
01- 252- 000- 0000- 6422		564.33	jail paper products	3218424	Janitorial Supplies
88628 Dalco		564.33			1 Transactions
1598 Ferrara's Htg Air Cond & Refrig Inc					
01- 252- 000- 0000- 6590		3,500.00	walk in cooler compressor	8815	Repair & Maintenance Supplies
1598 Ferrara's Htg Air Cond & Refrig Inc		3,500.00			1 Transactions
11715 Granite Electronics					
01- 252- 000- 0000- 6625		324.25	antennas, batteries	153004587- 1	Office Equipment
11715 Granite Electronics		324.25			1 Transactions
2186 Hillyard Inc - Kansas City					
01- 252- 000- 0000- 6422		1,324.51	janitorial	602676087	Janitorial Supplies
2186 Hillyard Inc - Kansas City		1,324.51			1 Transactions
11889 Honeywell International Inc.					
01- 252- 000- 0000- 6590		3,382.07	motor protector jail chiller	5241304417	Repair & Maintenance Supplies
11889 Honeywell International Inc.		3,382.07			1 Transactions
2340 Hyytinen Hardware Hank					
01- 252- 000- 0000- 6590		25.62	TV bracket hardware	1414060	Repair & Maintenance Supplies
01- 252- 000- 0000- 6590		0.96	screws	1417323	Repair & Maintenance Supplies
01- 252- 000- 0000- 6590		4.00	bolts	1417347	Repair & Maintenance Supplies

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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>
2340 Hyytinen Hardware Hank		30.58			
			3 Transactions		
5503 Keefe Supply Company					
01- 252- 252- 0000- 6408		844.64	commissary supplies	880713	Commissary Supplies
01- 252- 252- 0000- 6408		43.20	commissary supplies	884566	Commissary Supplies
5503 Keefe Supply Company		887.84			
			2 Transactions		
5756 KEEPERS, Inc					
01- 252- 000- 0000- 6410		173.57	uniform shirts- Bren	355330	Clothing Allowance
5756 KEEPERS, Inc		173.57			
			1 Transactions		
12777 Lammers Appliance Repair					
01- 252- 000- 0000- 6231		85.00	replace washer main bearing	2099	Services & Labor (Incl Contracts)
12777 Lammers Appliance Repair		85.00			
			1 Transactions		
11946 McGuire Mechanical					
01- 252- 000- 0000- 6590		215.00	igniter assembly for water hea	7996	Repair & Maintenance Supplies
11946 McGuire Mechanical		215.00			
			1 Transactions		
13691 MEnD Correctional Care, PLLC					
01- 252- 000- 0000- 6262		7,226.53	September '17 healthcare svcs	2845	Medical Expenses & Supplies - Inmates
13691 MEnD Correctional Care, PLLC		7,226.53			
			1 Transactions		
89765 Minnesota Elevator, Inc					
01- 252- 000- 0000- 6231		171.64	September monthly service	719980	Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		171.64			
			1 Transactions		
9692 Minnesota Energy Resources Corporation					
01- 252- 000- 0000- 6254		45.00	Gas- Jail	0505221458	Utilities & Heating
01- 252- 000- 0000- 6254		420.00	Gas- Jail	0505399584	Utilities & Heating
01- 252- 000- 0000- 6254		20.03	Gas- STS	0506726121	Utilities & Heating
9692 Minnesota Energy Resources Corporation		485.03			
			3 Transactions		
2190 Northern Star Food Equipment					
01- 252- 000- 0000- 6230		334.84	service on door glides	12148	Printing, Publishing & Adv
2190 Northern Star Food Equipment		334.84			
			1 Transactions		
3712 Office Depot					
01- 252- 000- 0000- 6405		445.71	toner/printer cartridges	956405967001	Office & Computer Supplies

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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>
3712 Office Depot		445.71			
			1 Transactions		
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418		171.82	Groceries	10002417236014	Groceries
01- 252- 000- 0000- 6418		194.32	Groceries	10002417243028	Groceries
01- 252- 000- 0000- 6418		145.90	Groceries	10002417251029	Groceries
01- 252- 000- 0000- 6418		204.72	Groceries	10002417257024	Groceries
3789 Pan- O- Gold Baking Company		716.76			
			4 Transactions		
11947 Phoenix Supply					
01- 252- 000- 0000- 6424		66.23	inmate supplies	12720	Inmate Supplies
01- 252- 000- 0000- 6424		166.73	inmate supplies	12737	Inmate Supplies
01- 252- 000- 0000- 6424		96.99	inmate supplies	12763	Inmate Supplies
11947 Phoenix Supply		329.95			
			3 Transactions		
4010 Rasley Oil Company					
01- 252- 000- 0000- 6330		43.43	August Gas	AITCOSHERS	Prisoner Transportation & Travel
4010 Rasley Oil Company		43.43			
			1 Transactions		
9499 Reliance Telephone Systems, Inc					
01- 252- 252- 0000- 6406		1,100.00	PHONE CARDS	D- 20004	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,100.00			
			1 Transactions		
10878 Sew Much & More					
01- 252- 000- 0000- 6205		13.33	UPS Granite Electronics	569988	Postage
10878 Sew Much & More		13.33			
			1 Transactions		
13025 ST LOUIS COUNTY AUDITOR					
01- 252- 000- 0000- 6231		382.45	2017 Reg Radio Board Expense	IN00000463	Services & Labor (Incl Contracts)
13025 ST LOUIS COUNTY AUDITOR		382.45			
			1 Transactions		
4681 Streichers					
01- 252- 000- 0000- 6410		62.98	uniform pants David B	I1277286	Clothing Allowance
01- 252- 000- 0000- 6410		117.97	uniform pants David B	I1279399	Clothing Allowance
4681 Streichers		180.95			
			2 Transactions		
4761 Sysco Minnesota Inc					
01- 252- 000- 0000- 6418		3,966.49-	duplicate payment	153133383	Groceries
01- 252- 000- 0000- 6418		3,105.17	Groceries	153148560	Groceries

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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
01- 252- 000- 0000- 6418		Groceries	153152623	Groceries
01- 252- 252- 0000- 6405		commissary	153152624	Prisoner Welfare
01- 252- 000- 0000- 6418		Groceries	153157294	Groceries
01- 252- 000- 0000- 6418		Groceries	153161625	Groceries
4761 Sysco Minnesota Inc				
	3,058.49			
	75.63			
	3,421.52			
	3,541.45			
	9,235.77	6 Transactions		
86235 The Office Shop Inc				
01- 252- 000- 0000- 6625		2 office chairs (records)	294171-0	Office Equipment
86235 The Office Shop Inc				
	350.00	1 Transactions		
11608 Thrifty White Pharmacy- McGregor				
01- 252- 000- 0000- 6262		August Prescriptions	52914536063080	Medical Expenses & Supplies - Inmates
11608 Thrifty White Pharmacy- McGregor				
	3,201.06	1 Transactions		
	3,201.06			
252 DEPT Total:	35,872.01	Corrections	30 Vendors	49 Transactions
253 DEPT		Sentence to Serve		
10452 AT&T Mobility				
01- 253- 000- 0000- 6250		Foundation Account	287258495419	Telephone
10452 AT&T Mobility				
	34.99	1 Transactions		
	34.99			
3810 Paulbeck's County Market				
01- 253- 000- 0000- 6405		coffee	9277355	Operating Supplies
3810 Paulbeck's County Market				
	47.94	1 Transactions		
	47.94			
4010 Rasley Oil Company				
01- 253- 000- 0000- 6511		August Gas	AITCOSHERS	Gas And Oil
4010 Rasley Oil Company				
	209.31	1 Transactions		
	209.31			
5551 Unclaimed Freight North				
01- 253- 000- 0000- 6405		paint liners, putty knives	110717	Operating Supplies
01- 253- 000- 0000- 6405		squeeze bottles	111084	Operating Supplies
01- 253- 000- 0000- 6405		paint rollers, zip ties	111268	Operating Supplies
5551 Unclaimed Freight North				
	25.91	3 Transactions		
	3.96			
	18.42			
	48.29			
253 DEPT Total:	340.53	Sentence to Serve	4 Vendors	6 Transactions
254 DEPT		Enhanced 911 System		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11715 Granite Electronics 01- 254- 000- 0000- 6231		6,408.93	microwave troubleshoot- realign	153003930- 1 Services, Labor, Contracts
11715 Granite Electronics		6,408.93	1 Transactions	
13079 Karns Services, Inc. 01- 254- 000- 0000- 6405		248.00	#303 TSK- LED task light	97622 Office & Computer Supplies
13079 Karns Services, Inc.		248.00	1 Transactions	
254 DEPT Total:		6,656.93	Enhanced 911 System	2 Vendors 2 Transactions
255 DEPT			General Crime Victim Grant	
14587 Anderson/Gabrea 01- 255- 000- 0000- 6340		84.79	meals- Native American conf.	Meals Reimbursed Non- Taxable
01- 255- 000- 0000- 6330		150.87	mileage- Native American conf.	282@.535 Transportation/Travel/Parking (Own Aut
14587 Anderson/Gabrea		235.66	2 Transactions	
14602 Mn Dept of Public Safety- OJP 01- 255- 003- 0000- 6241		225.00	Crime victims assist.academy	MNVAA Registration Fee/Training
14602 Mn Dept of Public Safety- OJP		225.00	1 Transactions	
10930 Tidholm Productions 01- 255- 000- 0000- 6405		104.00	Crime Victim Envelopes	9434 6853 Office & Computer Supplies
10930 Tidholm Productions		104.00	1 Transactions	
255 DEPT Total:		564.66	General Crime Victim Grant	3 Vendors 4 Transactions
257 DEPT			Community Corrections	
29 Aitkin Co Planning & Zoning 01- 257- 022- 0000- 6406		35.00	Temp Food service permit	App2017- 002070 Sobriety Crt Expenses
29 Aitkin Co Planning & Zoning		35.00	1 Transactions	
783 Canon Financial Services, Inc 01- 257- 000- 0000- 6342		140.67	Contract Charge- 036	17624193 Office Equipment Rental/Contracts
783 Canon Financial Services, Inc		140.67	1 Transactions	
4641 Holiday Credit Office 01- 257- 255- 0000- 6335		60.68	August Gas charges	1400000155373 Gas/Vehicle Fuel Charges
01- 257- 257- 0000- 6335		65.41	August Gas charges	1400000155373 Gas/Vehicle Fuel Charges

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1 General Fund

<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>
4641 Holiday Credit Office		126.09			
			2 Transactions		
9354 Kangas Enterprise, Inc					
01- 257- 022- 0000- 6406		89.00	porta potty for Gratude Picnic	14755	Sobriety Crt Expenses
9354 Kangas Enterprise, Inc		89.00		1 Transactions	
14603 MACPO					
01- 257- 000- 0000- 6240		40.00	MACPO membership- Andy	02433	Membership Dues
01- 257- 251- 0000- 6241		70.00	MACPO staff conference- Jacob	02438	Registration Fee
14603 MACPO		110.00		2 Transactions	
13056 McKenzie/Jill					
01- 257- 022- 0000- 6406		5.00	Holiday gift card reimbursemen		Sobriety Crt Expenses
01- 257- 022- 0000- 6406		30.49	Candy and gift cards		Sobriety Crt Expenses
01- 257- 022- 0000- 6406		39.45	Picnic supplies		Sobriety Crt Expenses
13056 McKenzie/Jill		74.94		3 Transactions	
87300 Port Boy's Group Homes					
01- 257- 255- 0000- 6204		3,065.16	Juvenile Detention Fees	MMN	Juvenile Detention
			08/04/2017 08/17/2017	0	
87300 Port Boy's Group Homes		3,065.16		1 Transactions	
9489 Redwood Toxicology Laboratory, Inc					
01- 257- 022- 0000- 6406		70.95	TESTING	12645820177	Sobriety Crt Expenses
9489 Redwood Toxicology Laboratory, Inc		70.95		1 Transactions	
9360 Redwood Toxicology Laboratory, Inc.					
01- 257- 267- 0000- 6274		345.94	Urinalysis testing supplies	615154	Drug Testing Fee
9360 Redwood Toxicology Laboratory, Inc.		345.94		1 Transactions	
11030 Tougas/Janet					
01- 257- 257- 0000- 6330		52.20	August Mileage	120@.435	Mileage
11030 Tougas/Janet		52.20		1 Transactions	
6097 Verizon Wireless					
01- 257- 257- 0000- 6215		54.31	Verizon Cell Bill	842105699	Wireless Telephone Services
6097 Verizon Wireless		54.31		1 Transactions	
14597 Walsh/Andrew					

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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
Amount				
01- 257- 251- 0000- 6339		Meals/YLS Training		Meals (Overnight)
14597 Walsh/Andrew				
44.11				
44.11			1 Transactions	
257 DEPT Total:		Community Corrections	12 Vendors	16 Transactions
4,208.37				
390 DEPT		Environmental Health (FBL)		
4641 Holiday Credit Office				
01- 390- 000- 0000- 6511		August Gas	1400000135321	Gas And Oil
44.80				
4641 Holiday Credit Office			1 Transactions	
44.80				
390 DEPT Total:		Environmental Health (FBL)	1 Vendors	1 Transactions
44.80				
391 DEPT		Solid Waste		
4641 Holiday Credit Office				
01- 391- 000- 0000- 6511		August Gas	1400000135321	Gas And Oil
25.93				
4641 Holiday Credit Office			1 Transactions	
25.93				
6097 Verizon Wireless				
01- 391- 000- 0000- 6250		Neff Cellular charges	286252299	Telephone
60.06				
6097 Verizon Wireless			1 Transactions	
60.06				
391 DEPT Total:		Solid Waste	2 Vendors	2 Transactions
85.99				
601 DEPT		Extension		
89471 Aitkin Co 4- H Council				
01- 601- 551- 0000- 5840		book sales- license ctr. R#473	5567	4- H Plat Book Sales
40.00				
01- 601- 551- 0000- 5840		book sales- Recorders R#474	5690- 5699	4- H Plat Book Sales
400.00				
89471 Aitkin Co 4- H Council			2 Transactions	
440.00				
86235 The Office Shop Inc				
01- 601- 000- 0000- 6405		paper	294180- 0	Office Supplies
73.19				
86235 The Office Shop Inc			1 Transactions	
73.19				
601 DEPT Total:		Extension	2 Vendors	3 Transactions
513.19				
711 DEPT		Economic Development		
4641 Holiday Credit Office				
01- 711- 000- 0000- 6511		August gas	1400000135194	Gas And Oil
18.66				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

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>
4641	Holiday Credit Office		18.66		1 Transactions	
5688	Wagner/Ross					
	01- 711- 000- 0000- 6625		12.92	Radon Test Kit for HHS remodel		Office & Other Equipment
5688	Wagner/Ross		12.92		1 Transactions	
711	DEPT Total:		31.58	Economic Development	2 Vendors	2 Transactions
1	Fund Total:		78,482.15	General Fund		212 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		
89541	Culligan					
	03- 301- 000- 0000- 6400		43.50	WATER	432996	Supplies And Materials
	03- 301- 000- 0000- 6400		10.50	SEPT EQUIP RENTAL	STMT	Supplies And Materials
89541	Culligan		54.00			2 Transactions
11406	Innovative Office Solutions					
	03- 301- 000- 0000- 6400		182.85	OFFICE SUPPLIES	IN1739172	Supplies And Materials
11406	Innovative Office Solutions		182.85			1 Transactions
87175	Insty- Prints					
	03- 301- 000- 0000- 6400		361.48	ENVELOPES- 2,000	85918	Supplies And Materials
87175	Insty- Prints		361.48			1 Transactions
11387	Olsen/Sarah					
	03- 301- 000- 0000- 6296		79.52	MILEAGE- ST CLOUD- TASK FORCE ME		Meeting Expense/Physicals
11387	Olsen/Sarah		79.52			1 Transactions
9671	Pitney Bowes					
	03- 301- 000- 0000- 6205		74.04	LEASE	3101519842	Postage
9671	Pitney Bowes		74.04			1 Transactions
11605	Shred Right					
	03- 301- 000- 0000- 6400		30.00	DOCUMENT DESTRUCTION	282009	Supplies And Materials
11605	Shred Right		30.00			1 Transactions
301	DEPT Total:		781.89	R&B Administration	6 Vendors	7 Transactions
303	DEPT			R&B Highway Maintenance		
170	Aitkin Motor Company					
	03- 303- 000- 0000- 6590		2.81	REPAIR PARTS	12654	Repair & Maintenance Supplies
170	Aitkin Motor Company		2.81			1 Transactions
13649	Aitkin Rental Center					
	03- 303- 000- 0000- 6298		125.00	PALISADE SHOP		Shop Maintenance
	03- 303- 000- 0000- 6521		75.00	BRIDGE 01506		Maintenance Supplies
	03- 303- 000- 0000- 6298		225.00	AITKIN SHOP	10239	Shop Maintenance
13649	Aitkin Rental Center		425.00			3 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>
195 Aitkin Tire Shop		REPAIR LABOR	0- 057849	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590				
03- 303- 000- 0000- 6590		REPAIR LABOR	0- 057867	Repair & Maintenance Supplies
195 Aitkin Tire Shop				
			2 Transactions	
8693 ASV, LLC		REPAIR PARTS	339864	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590				
8693 ASV, LLC			1 Transactions	
8544 Brock White Construction Materials		ROAD SUPPLIES	12827616- 00	Maintenance Supplies
03- 303- 000- 0000- 6521				
03- 303- 000- 0000- 6521		BRIDGE 01506	12831008- 00	Maintenance Supplies
8544 Brock White Construction Materials			2 Transactions	
11411 Charter Communications		PHONE: HWY OFFICE	SEPT- OCT	Utilities
03- 303- 000- 0000- 6254				
11411 Charter Communications			1 Transactions	
14592 Dale Petroleum Company		MCGREGOR DIESEL	372107	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513				
03- 303- 000- 0000- 6513		MCGRATH DIESEL	372107	Motor Fuel & Lubricants
14592 Dale Petroleum Company			2 Transactions	
1430 Dotzler Power Equipment		AITKIN SHOP SUPPLIES	87563	Shop Maintenance
03- 303- 000- 0000- 6298				
1430 Dotzler Power Equipment			1 Transactions	
13468 G & K Services		SHOP LAUNDRY	6043866853	Shop Maintenance
03- 303- 000- 0000- 6298				
13468 G & K Services			1 Transactions	
1754 Garrison Disposal Company, Inc		AUG MCGREGOR SHOP	21544	Utilities
03- 303- 000- 0000- 6254				
03- 303- 000- 0000- 6254		ROAD CLEAN UP	660520	Utilities
1754 Garrison Disposal Company, Inc			2 Transactions	
1959 H & L Mesabi Inc		5' CUTTING EDGES	98851	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590				
03- 303- 000- 0000- 6590		6' CUTTING EDGES	98851	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>
1959 H & L Mesabi Inc		4' CUTTING EDGES	98851	Repair & Maintenance Supplies
		3 Transactions		
13228 Hardrives, Inc.		FINES MIX	181988	Maintenance Supplies
13228 Hardrives, Inc.		1 Transactions		
4641 Holiday Credit Office		REBATE		Motor Fuel & Lubricants
		FEDERAL TAX ADJUSTMENT		Motor Fuel & Lubricants
		GASOLINE	0- 83111042	Motor Fuel & Lubricants
		GASOLINE	0- 90813066	Motor Fuel & Lubricants
		GASOLINE	0- 91229045	Motor Fuel & Lubricants
		GASOLINE	0- 91702054	Motor Fuel & Lubricants
		GASOLINE	111110050	Motor Fuel & Lubricants
		GASOLINE	112722053	Motor Fuel & Lubricants
		GASOLINE	113526058	Motor Fuel & Lubricants
		GASOLINE	115746084	Motor Fuel & Lubricants
		GASOLINE	121145104	Motor Fuel & Lubricants
4641 Holiday Credit Office		11 Transactions		
2340 Hyytinen Hardware Hank		AITKIN SHOP SUPPLIES	1412116	Shop Maintenance
		AITKIN SHOP SUPPLIES	1412531	Shop Maintenance
		MCGREGOR SHOP SUPPLIES	1414368	Shop Maintenance
		REPAIR PARTS	1415556	Repair & Maintenance Supplies
		AITKIN SHOP SUPPLIES	1415812	Shop Maintenance
		REPAIR PARTS	1417121	Repair & Maintenance Supplies
		AITKIN SHOP SUPPLIES	1418438	Shop Maintenance
2340 Hyytinen Hardware Hank		7 Transactions		
2763 J & H Transfer Station- Lakes Sanitary		AUG PALISADE	124323	Utilities
		SEPT PALISADE	124323	Utilities
2763 J & H Transfer Station- Lakes Sanitary		2 Transactions		
12002 Johnson/Carter		BOOT REIMBURSEMENT	W1032350657	Safety Footwear

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
12002 Johnson/Carter		145.00	1 Transactions	
91187 Lake Country Power				
03-303-000-0000-6254		68.85	JUL- AUG JACOBSON SHOP	1400073000 Utilities
03-303-000-0000-6254		83.55	AUG- SEPT SWATARA	140946401 Utilities
03-303-000-0000-6254		58.03	JUL- AUG CSAH 14	141979801 Utilities
03-303-000-0000-6254		48.15	JUL- AUG CSAH 6	141979901 Utilities
91187 Lake Country Power		258.58	4 Transactions	
2991 Malmo Market				
03-303-000-0000-6513		46.08	GASOLINE	29715 Motor Fuel & Lubricants
03-303-000-0000-6513		65.42	GASOLINE	34789 Motor Fuel & Lubricants
03-303-000-0000-6513		44.22	GASOLINE	35162 Motor Fuel & Lubricants
03-303-000-0000-6513		30.26	GASOLINE	38407 Motor Fuel & Lubricants
2991 Malmo Market		185.98	4 Transactions	
3100 McGregor Oil				
03-303-000-0000-6513		2.58-	DISCOUNT	Motor Fuel & Lubricants
03-303-000-0000-6513		1,720.00	PALISADE DIESEL	10730 Motor Fuel & Lubricants
03-303-000-0000-6513		40.73	GASOLINE	10751 Motor Fuel & Lubricants
03-303-000-0000-6513		1,465.33	PALISADE DIESEL	56480 Motor Fuel & Lubricants
03-303-000-0000-6513		70.96	GASOLINE	63306 Motor Fuel & Lubricants
3100 McGregor Oil		3,294.44	5 Transactions	
12927 Midwest Machinery Co.				
03-303-000-0000-6590		69.68	REPAIR PARTS	1517232 Repair & Maintenance Supplies
03-303-000-0000-6590		259.35	REPAIR PARTS	1525209 Repair & Maintenance Supplies
12927 Midwest Machinery Co.		329.03	2 Transactions	
5917 Mike's Bobcat Service				
03-303-000-0000-6825		200.00	BLADING	AUGUST Maintenance Agreements
5917 Mike's Bobcat Service		200.00	1 Transactions	
9692 Minnesota Energy Resources Corporation				
03-303-000-0000-6297		48.54	NAT GAS: AITKIN SHOP	AUGUST Shop Fuel
9692 Minnesota Energy Resources Corporation		48.54	1 Transactions	
10701 Northern Safety Technology Inc				
03-303-000-0000-6590		395.04	REPAIR PARTS	44422 Repair & Maintenance Supplies

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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>
10701 Northern Safety Technology Inc		395.04			
			1 Transactions		
10720 Nuss Truck & Equipment					
03-303-000-0000-6298		77.95	AITKIN SHOP SUPPLIES	3171235P	Shop Maintenance
03-303-000-0000-6590		27.07	REPAIR PARTS	6102773P	Repair & Maintenance Supplies
10720 Nuss Truck & Equipment		105.02			
			2 Transactions		
4010 Rasley Oil Company					
03-303-000-0000-6513		10.75	GASOLINE	23784	Motor Fuel & Lubricants
03-303-000-0000-6513		33.91	GASOLINE	23803	Motor Fuel & Lubricants
03-303-000-0000-6513		54.66	GASOLINE	23835	Motor Fuel & Lubricants
03-303-000-0000-6513		31.90	GASOLINE	23867	Motor Fuel & Lubricants
03-303-000-0000-6513		55.15	GASOLINE	23881	Motor Fuel & Lubricants
03-303-000-0000-6513		52.29	GASOLINE	23888	Motor Fuel & Lubricants
03-303-000-0000-6513		51.91	GASOLINE	23890	Motor Fuel & Lubricants
03-303-000-0000-6513		11.93	GASOLINE	23915	Motor Fuel & Lubricants
03-303-000-0000-6513		12.52	GASOLINE	23917	Motor Fuel & Lubricants
03-303-000-0000-6513		60.18	GASOLINE	23920	Motor Fuel & Lubricants
03-303-000-0000-6513		57.73	GASOLINE	23923	Motor Fuel & Lubricants
03-303-000-0000-6513		37.67	GASOLINE	23971	Motor Fuel & Lubricants
03-303-000-0000-6513		57.87	GASOLINE	24048	Motor Fuel & Lubricants
03-303-000-0000-6513		45.73	GASOLINE	24057	Motor Fuel & Lubricants
03-303-000-0000-6513		43.87	GASOLINE	24071	Motor Fuel & Lubricants
03-303-000-0000-6513		39.17	GASOLINE	24079	Motor Fuel & Lubricants
03-303-000-0000-6513		39.50	GASOLINE	24111	Motor Fuel & Lubricants
03-303-000-0000-6513		31.24	GASOLINE	24124	Motor Fuel & Lubricants
03-303-000-0000-6513		22.86	GASOLINE	24147	Motor Fuel & Lubricants
03-303-000-0000-6513		10.30	GASOLINE	24167	Motor Fuel & Lubricants
03-303-000-0000-6513		67.96	GASOLINE	24176	Motor Fuel & Lubricants
03-303-000-0000-6513		58.90	GASOLINE	24195	Motor Fuel & Lubricants
03-303-000-0000-6513		35.84	GASOLINE	24260	Motor Fuel & Lubricants
03-303-000-0000-6513		62.46	GASOLINE	24274	Motor Fuel & Lubricants
03-303-000-0000-6513		85.00	GASOLINE	24289	Motor Fuel & Lubricants
03-303-000-0000-6513		43.34	GASOLINE	24409	Motor Fuel & Lubricants
03-303-000-0000-6513		61.35	GASOLINE	24412	Motor Fuel & Lubricants
03-303-000-0000-6513		54.80	GASOLINE	24668	Motor Fuel & Lubricants
03-303-000-0000-6513		36.74	GASOLINE	24721	Motor Fuel & Lubricants
03-303-000-0000-6513		9.86	GASOLINE	24730	Motor Fuel & Lubricants
03-303-000-0000-6513		36.28	GASOLINE	24800	Motor Fuel & Lubricants

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

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>On Behalf of Name</u>	
			<u>Paid On Bhf #</u>		
03-303-000-0000-6513		76.45	GASOLINE	24803	Motor Fuel & Lubricants
03-303-000-0000-6513		55.15	GASOLINE	24809	Motor Fuel & Lubricants
03-303-000-0000-6513		51.90	GASOLINE	24828	Motor Fuel & Lubricants
03-303-000-0000-6513		44.10	GASOLINE	24882	Motor Fuel & Lubricants
03-303-000-0000-6513		43.17	GASOLINE	24886	Motor Fuel & Lubricants
03-303-000-0000-6513		43.27	GASOLINE	24889	Motor Fuel & Lubricants
03-303-000-0000-6513		58.99	GASOLINE	24963	Motor Fuel & Lubricants
03-303-000-0000-6513		49.44	GASOLINE	25024	Motor Fuel & Lubricants
03-303-000-0000-6513		51.48	GASOLINE	25044	Motor Fuel & Lubricants
03-303-000-0000-6513		30.67	GASOLINE	25057	Motor Fuel & Lubricants
03-303-000-0000-6513		45.77	GASOLINE	25087	Motor Fuel & Lubricants
03-303-000-0000-6513		33.73	GASOLINE	25096	Motor Fuel & Lubricants
03-303-000-0000-6513		52.10	GASOLINE	25115	Motor Fuel & Lubricants
03-303-000-0000-6513		31.83	GASOLINE	25155	Motor Fuel & Lubricants
03-303-000-0000-6513		62.37	GASOLINE	25216	Motor Fuel & Lubricants
03-303-000-0000-6513		58.40	GASOLINE	25219	Motor Fuel & Lubricants
03-303-000-0000-6513		59.94	GASOLINE	25220	Motor Fuel & Lubricants
03-303-000-0000-6513		35.86	GASOLINE	25240	Motor Fuel & Lubricants
4010 Rasley Oil Company		2,198.29			
			49 Transactions		
4070 Riley Auto Supply					
03-303-000-0000-6590		52.96	REPAIR PARTS	589516	Repair & Maintenance Supplies
03-303-000-0000-6590		50.48	REPAIR PARTS	589526	Repair & Maintenance Supplies
03-303-000-0000-6298		5.38	AITKIN SHOP SUPPLIES	589591	Shop Maintenance
03-303-000-0000-6590		82.59	REPAIR PARTS	589597	Repair & Maintenance Supplies
03-303-000-0000-6590		76.53	REPAIR PARTS	589621	Repair & Maintenance Supplies
03-303-000-0000-6590		104.69	REPAIR PARTS	589635	Repair & Maintenance Supplies
03-303-000-0000-6590		15.46	REPAIR PARTS	589722	Repair & Maintenance Supplies
03-303-000-0000-6298		17.49	AITKIN SHOP SUPPLIES	589797	Shop Maintenance
03-303-000-0000-6590		234.79	REPAIR PARTS	589818	Repair & Maintenance Supplies
03-303-000-0000-6298		49.68	AITKIN SHOP SUPPLIES	589822	Shop Maintenance
03-303-000-0000-6590		75.14	REPAIR PARTS	589844	Repair & Maintenance Supplies
03-303-000-0000-6298		44.97	AITKIN SHOP SUPPLIES	590087	Shop Maintenance
03-303-000-0000-6590		177.84	REPAIR PARTS	590316	Repair & Maintenance Supplies
03-303-000-0000-6590		4.98	REPAIR PARTS	590325	Repair & Maintenance Supplies
03-303-000-0000-6590		57.98	REPAIR PARTS	590573	Repair & Maintenance Supplies
03-303-000-0000-6298		209.97	PALISADE SHOP SUPPLIES	590592	Shop Maintenance
03-303-000-0000-6298		11.99	AITKIN SHOP SUPPLIES	590609	Shop Maintenance
03-303-000-0000-6298		22.00	AITKIN SHOP SUPPLIES	590610	Shop Maintenance

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Vendor Name	<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>
4070 Riley Auto Supply		1,294.92		18 Transactions	
90805 Temco					
03-303-000-0000-6590		15.54	REPAIR PARTS	21785	Repair & Maintenance Supplies
90805 Temco		15.54		1 Transactions	
10431 Verizon Business					
03-303-000-0000-6254		19.95	AUG- HWY OFFICE	4227948181708	Utilities
10431 Verizon Business		19.95		1 Transactions	
6097 Verizon Wireless					
03-303-000-0000-6254		337.38	AUG- DEPT CELL PHONES	9791990228	Utilities
6097 Verizon Wireless		337.38		1 Transactions	
8671 Village Laundromat & Car Wash, Inc					
03-303-000-0000-6298		24.00	RAGS	841490	Shop Maintenance
8671 Village Laundromat & Car Wash, Inc		24.00		1 Transactions	
8605 Wayne's Sanitation Llc					
03-303-000-0000-6254		26.25	GARBAGE: MCGRATH	272971	Utilities
8605 Wayne's Sanitation Llc		26.25		1 Transactions	
5295 Ziegler Inc					
03-303-000-0000-6590		162.79	REPAIR PARTS	PC190069572	Repair & Maintenance Supplies
03-303-000-0000-6590		148.66	REPAIR PARTS	PC190069619	Repair & Maintenance Supplies
03-303-000-0000-6590		417.90	REPAIR PARTS	PC190069946	Repair & Maintenance Supplies
5295 Ziegler Inc		729.35		3 Transactions	
303 DEPT Total:		45,137.47	R&B Highway Maintenance	32 Vendors	136 Transactions
307 DEPT			R&B Capital Infrastructure		
86222 Aitkin Independent Age					
03-307-000-0000-6230		126.00	SAP 001- 599- 039		Printing & Publishing
86222 Aitkin Independent Age		126.00		1 Transactions	
8694 Department of Transportation					
03-307-000-0000-6260		2,146.95	JOB COST TRANSFERS	P00008331	Professional Services
8694 Department of Transportation		2,146.95		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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3 Road & Bridge

<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>
307 DEPT Total:		2,272.95	R&B Capital Infrastructure	2 Vendors	2 Transactions
3 Fund Total:		48,192.31	Road & Bridge		145 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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6 Debt Service

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
949	DEPT		Courthouse Addition		
14044	Boarman Kroos Vogel Group Inc				
	06-949-000-0000-6231		Schematic Design	43877	Services, Labor, Contracts
	06-949-000-0000-6231		Design Development	43877	Services, Labor, Contracts
	06-949-000-0000-6231		Expenses	43877	Services, Labor, Contracts
14044	Boarman Kroos Vogel Group Inc				
				3 Transactions	
949	DEPT Total:		Courthouse Addition	1 Vendors	3 Transactions
6	Fund Total:		Debt Service		3 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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9 State

	<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		
	4580 Mn Dept Of Finance				
	09-000-000-0000-2030		750.00 August marriage license fees		State Fees, Assessments & Surcharges
	4580 Mn Dept Of Finance		750.00		1 Transactions
0	DEPT Total:		750.00 Undesignated	1 Vendors	1 Transactions
9	Fund Total:		750.00 State		1 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
923	DEPT		Forfeited Tax Sales		
50	Aitkin Body Shop, Inc 10-923-000-0000-6590		headlight assembly	9217	Repair & Maintenance Supplies
50	Aitkin Body Shop, Inc	270.60		1 Transactions	
86222	Aitkin Independent Age 10-923-000-0000-6230	31.50	land class mtg advertisement	1519	Printing, Publishing & Adv
86222	Aitkin Independent Age	31.50		1 Transactions	
86467	Auto Value Aitkin 10-923-000-0000-6590	135.99	battery	40106356	Repair & Maintenance Supplies
	10-923-000-0000-6590	18.00	battery return credit	40106361	Repair & Maintenance Supplies
	10-923-000-0000-6406	13.98	survey calculator battery	40406909	Field Supplies
86467	Auto Value Aitkin	131.97		3 Transactions	
13725	Beartooth True Value 10-923-000-0000-6405	99.99	wet/dry vac	B43488	Office Supplies
	10-923-000-0000-6405	52.96	ext cords, surge protectors	B45501	Office Supplies
13725	Beartooth True Value	152.95		2 Transactions	
91022	Courtemanche/Richard 10-923-000-0000-6330	65.25	Mileage - use of personal vehic	150@.435	Transportation & Travel
91022	Courtemanche/Richard	65.25		1 Transactions	
14455	Dependable Demolition 10-923-000-0000-6231	2,500.00	clean Swatara church	000052	Services, Labor, Contracts
14455	Dependable Demolition	2,500.00		1 Transactions	
4641	Holiday Credit Office 10-923-000-0000-6511	901.03	August Billing	1400000134961	Gas And Oil
4641	Holiday Credit Office	901.03		1 Transactions	
2340	Hyytinen Hardware Hank 10-923-000-0000-6590	3.16	diamond	1412250	Repair & Maintenance Supplies
	10-923-000-0000-6590	24.48	mop & mop handle	1412537	Repair & Maintenance Supplies
	10-923-000-0000-6590	40.74	paint	1412762	Repair & Maintenance Supplies
	10-923-000-0000-6590	24.99	sledge hammer	1413460	Repair & Maintenance Supplies
	10-923-000-0000-6590	19.99	screwdriver set	1415795	Repair & Maintenance Supplies
	10-923-000-0000-6590	11.48	pail and lid	1417291	Repair & Maintenance Supplies

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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			
	10- 923- 000- 0000- 6590		11.99	tubeless truck tire	1417293	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		54.46	cleaning supplies	1417470	Repair & Maintenance Supplies
2340	Hyytinen Hardware Hank		191.29			8 Transactions
3100	McGregor Oil					
	10- 923- 000- 0000- 6511		1,120.48	August Gas	AITKINLA	Gas And Oil
3100	McGregor Oil		1,120.48			1 Transactions
1652	Northland Fire Protection					
	10- 923- 000- 0000- 6590		207.07	extinguishers inspect/repairs	28313	Repair & Maintenance Supplies
1652	Northland Fire Protection		207.07			1 Transactions
8436	Northland Parts					
	10- 923- 000- 0000- 6590		100.49	oil & filter,antifreeze,lamp	345821	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		113.99	belt	347273	Repair & Maintenance Supplies
8436	Northland Parts		214.48			2 Transactions
3760	Palisade Cooperative Oil Assoc					
	10- 923- 000- 0000- 6511		339.04	Gas	ACPARKS	Gas And Oil
3760	Palisade Cooperative Oil Assoc		339.04			1 Transactions
4010	Rasley Oil Company					
	10- 923- 000- 0000- 6511		1,457.06	AUGUST GAS	AITCOL&PS	Gas And Oil
4010	Rasley Oil Company		1,457.06			1 Transactions
11187	Regents Of The University of Minnesota					
	10- 923- 000- 0000- 6208		1,000.00	Ecosystem Course- Rich	0230026665	Training/Education
	10- 923- 000- 0000- 6208		1,000.00	Ecosystem Course- Dustin	0230026667	Training/Education
11187	Regents Of The University of Minnesota		2,000.00			2 Transactions
4070	Riley Auto Supply					
	10- 923- 000- 0000- 6590		78.90	HOSES	589654	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		198.99	FLOOR JACK	589870	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		29.99	LED Light	590153	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		107.25	ujoint	590402	Repair & Maintenance Supplies
4070	Riley Auto Supply		415.13			4 Transactions
13934	Tire Barn					
	10- 923- 000- 0000- 6590		43.35	LOF	39815	Repair & Maintenance Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	10- 923- 000- 0000- 6590		brake supplies & labor	39825	Repair & Maintenance Supplies
13934	Tire Barn				
				2 Transactions	
923	DEPT Total:		Forfeited Tax Sales	16 Vendors	32 Transactions
10	Fund Total:		Trust		32 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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11 Forest Development

Vendor Name	<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>
924 DEPT			Forest Resource		
505 Ben Meadows Co Inc 11-924-000-0000-6406		41.80	survey field binders	SI03693898	Field Supplies
505 Ben Meadows Co Inc		41.80		1 Transactions	
12526 Bixby/James 11-924-000-0000-6330		34.78	NRC mileage	65@.535	Transportation & Travel
11-924-000-0000-6350		35.00	NRC Meeting	9/11/17	Per Diem
12526 Bixby/James		69.78		2 Transactions	
589 Blomberg/Judith 11-924-000-0000-6350		35.00	NRC Meeting	9/11/17	Per Diem
589 Blomberg/Judith		35.00		1 Transactions	
7525 Hometown Bldg Supply 11-924-000-0000-6406		71.24	drill bit	1214	Field Supplies
7525 Hometown Bldg Supply		71.24		1 Transactions	
2270 Hoppe/Russell Peter 11-924-000-0000-6330		32.10	NRC mileage	60@.535	Transportation & Travel
11-924-000-0000-6350		35.00	NRC Meeting	9/11/17	Per Diem
2270 Hoppe/Russell Peter		67.10		2 Transactions	
2340 Hyytinen Hardware Hank 11-924-000-0000-6406		4.99	enamel red pen	1413799	Field Supplies
2340 Hyytinen Hardware Hank		4.99		1 Transactions	
10890 Insley/Kevin 11-924-000-0000-6330		20.33	NRC mileage	38@.535	Transportation & Travel
11-924-000-0000-6350		35.00	NRC Meeting	9/11/17	Per Diem
10890 Insley/Kevin		55.33		2 Transactions	
2448 Janzen/Carroll Mark 11-924-000-0000-6330		29.96	NRC mileage	56@.535	Transportation & Travel
11-924-000-0000-6350		35.00	NRC Meeting	9/11/17	Per Diem
2448 Janzen/Carroll Mark		64.96		2 Transactions	
5759 Kitzrow/Donald 11-924-000-0000-6330		35.20	NRC Mileage	65.8@.535	Transportation & Travel

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DKB1
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11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
5759 Kitzrow/Donald		NRC Meeting	9/11/17	Per Diem
				2 Transactions
5784 Lake/Robert		NRC mileage	28@.535	Transportation & Travel
		NRC Meeting	9/11/17	Per Diem
				2 Transactions
12512 MARCUM/ROBERT		NRC mileage	48@.535	Transportation & Travel
		NRC Meeting	9/11/17	Per Diem
				2 Transactions
10906 Shipp/Dale		NRC mileage	32@.535	Transportation & Travel
		NRC Meeting	9/11/17	Per Diem
				2 Transactions
4927 Turnock/Franklin Allen		NRC mileage	60@.535	Transportation & Travel
		NRC Meeting	9/11/17	Per Diem
				2 Transactions
6097 Verizon Wireless		cell phone service	580683827	Telephone
				1 Transactions
924 DEPT Total:		Forest Resource	14 Vendors	23 Transactions
925 DEPT		Reforestation		
1652 Northland Fire Protection		extinguishers inspect/repairs	28313	Repair & Maintenance Supplies
				1 Transactions
10891 Roth Construction		26 yds CL5 @14.50 per yd	260th Pl	Services, Labor, Contracts
				1 Transactions

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DKB1
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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>
925 DEPT Total:		584.08	Reforestation	2 Vendors	2 Transactions
11 Fund Total:		1,382.27	Forest Development		25 Transactions

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12 Agency

	<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		
	176 City Of Palisade				
	12- 000- 000- 0000- 2280		60- 1- 008500 SP Collection	Assessment	Prepaid Property Taxes
	12- 000- 000- 0000- 2280		60- 1- 008500 SP Collection	Penalty/Int.	Prepaid Property Taxes
	176 City Of Palisade		2 Transactions		
0	DEPT Total:		Undesignated	1 Vendors	2 Transactions
12	Fund Total:		Agency		2 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
		Amount		
521 DEPT				
13725 Beartooth True Value				
19- 521- 000- 0000- 6303		11.28		Monarch Grant Expenses
19- 521- 000- 0000- 6303		48.34		Monarch Grant Expenses
13725 Beartooth True Value		59.62		
			2 Transactions	
14609 Best Buy Business Advantage Account				
19- 521- 000- 0000- 6304		2,270.06		Technology Grant Expenses
19- 521- 000- 0000- 6304		3,999.92		Technology Grant Expenses
19- 521- 000- 0000- 6304		1,409.97	2851297	Technology Grant Expenses
14609 Best Buy Business Advantage Account		7,679.95		
			3 Transactions	
10083 Cedarbrook Lumber Comp				
19- 521- 000- 0000- 6303		327.28		Monarch Grant Expenses
10083 Cedarbrook Lumber Comp		327.28		
			1 Transactions	
2340 Hyytinen Hardware Hank				
19- 521- 000- 0000- 6303		11.36		Monarch Grant Expenses
19- 521- 000- 0000- 6303		12.98		Monarch Grant Expenses
19- 521- 000- 0000- 6303		17.34		Monarch Grant Expenses
2340 Hyytinen Hardware Hank		41.68		
			3 Transactions	
2763 J & H Transfer Station- Lakes Sanitary				
19- 521- 000- 0000- 6255		92.38		Garbage
2763 J & H Transfer Station- Lakes Sanitary		92.38		
			1 Transactions	
3810 Paulbeck's County Market				
19- 521- 000- 0000- 6400		30.00		Commissary Items
3810 Paulbeck's County Market		30.00		
			1 Transactions	
11187 Regents Of The University of Minnesota				
19- 521- 000- 0000- 6208		1,000.00		Training/Education
11187 Regents Of The University of Minnesota		1,000.00		
			1 Transactions	
4425 Shirts Plus				
19- 521- 000- 0000- 6400		284.00		Commissary Items
19- 521- 000- 0000- 6400		834.80		Commissary Items
19- 521- 000- 0000- 6400		878.00		Commissary Items
			1224	
			1224	
			1231	

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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.</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>
4425 Shirts Plus		1,996.80	3 Transactions	
521 DEPT Total:		11,227.71	LLCC Administration	8 Vendors 15 Transactions
522 DEPT			LLCC Education	
86235 The Office Shop Inc 19- 522- 000- 0000- 6416		41.98	printer ink for critter room	293887- 0 Education Supplies
86235 The Office Shop Inc		41.98	1 Transactions	
522 DEPT Total:		41.98	LLCC Education	1 Vendors 1 Transactions
524 DEPT			LLCC Maintenance	
657 Aitkin Glass Service 19- 524- 000- 0000- 6590		286.72	Dining Hall/M.House window rpr	14852 Repair & Maintenance Supplies
657 Aitkin Glass Service		286.72	1 Transactions	
86467 Auto Value Aitkin 19- 524- 000- 0000- 6422		3.99	grease injector needle	40105250 Janitorial Services/Supplies
86467 Auto Value Aitkin		3.99	1 Transactions	
13725 Beartooth True Value 19- 524- 000- 0000- 6422		5.29	nails	A21688 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		21.47	window cleaning supplies	B43464 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		63.30	Softener Salt	B43972 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		9.48	Twine	B44597 Janitorial Services/Supplies
13725 Beartooth True Value		99.54	4 Transactions	
14559 Goodin Company 19- 524- 000- 0000- 6422		31.08	PVC pipe for hanging curtains	06495096- 00 Janitorial Services/Supplies
14559 Goodin Company		31.08	1 Transactions	
2340 Hyytinen Hardware Hank 19- 524- 000- 0000- 6422		71.98	Stain for picnic tables	1413932 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		16.95	Paint suppliefor picnic tables	1413933 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		25.90	bulbs, brushes	1415223 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		90.14	Kiosk supplies	1416042 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		19.39	Saw Teeth	1417288 Janitorial Services/Supplies

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 19 Long Lake Conservation C

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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
2340	Hyytinen Hardware Hank		224.36	5 Transactions	
4010	Rasley Oil Company				
	19- 524- 000- 0000- 6511		23.13	fuel for bobcat and saw	25071 Gas And Oil
4010	Rasley Oil Company		23.13	1 Transactions	
524	DEPT Total:		668.82	LLCC Maintenance	6 Vendors 13 Transactions
19	Fund Total:		11,938.51	Long Lake Conservation Center	29 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
13725	Beartooth True Value					
	21- 520- 000- 0000- 6406		44.97	spike nails	B44978	Field Supplies
	21- 520- 000- 0000- 6406		34.99	tan screw	B45634	Field Supplies
13725	Beartooth True Value		79.96			2 Transactions
10083	Cedarbrook Lumber Comp					
	21- 520- 000- 0000- 6406		92.30	steel, screws, fastner	88285	Field Supplies
	21- 520- 000- 0000- 6406		29.89	gold ext screw	88595	Field Supplies
	21- 520- 000- 0000- 6406		172.90	steel,cap,screws Snake River	88599	Field Supplies
	21- 520- 000- 0000- 6406		561.36	treated lumber	88639	Field Supplies
	21- 520- 000- 0000- 6406		142.73	treated lumber	88641	Field Supplies
	21- 520- 000- 0000- 6406		1,361.29	treated lumber, screws	88669	Field Supplies
10083	Cedarbrook Lumber Comp		2,360.47			6 Transactions
10618	Erik's Lawn Service					
	21- 520- 000- 0000- 6231		950.00	August SR Campground	4581	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		800.00	August Berglund Park	4581	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		625.00	August Jacobson part/wayside	4581	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		475.00	August Aitkin Campground	4581	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		175.00	August Round Lake Beach	4581	Services, Labor, Contracts
10618	Erik's Lawn Service		3,025.00			5 Transactions
5845	Goble Portable Toilets					
	21- 520- 000- 0000- 6231		155.00	Round Lake Beach	18934	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		120.00	Swatara ATV	18934	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		155.00	Blind Lake ATV	18934	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		230.00	Lone Lake Beach	18934	Services, Labor, Contracts
5845	Goble Portable Toilets		660.00			4 Transactions
1829	Goble's Sewer Service Inc.					
	21- 520- 000- 0000- 6231		135.00	Pump Aitkin RV Station	6071	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.		135.00			1 Transactions
2186	Hillyard Inc - Kansas City					
	21- 520- 000- 0000- 6406		189.54	toilet tissue	602681351	Field Supplies
2186	Hillyard Inc - Kansas City		189.54			1 Transactions
7525	Hometown Bldg Supply					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
21- 520- 000- 0000- 6590		wood & screws	118	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		1 yard redimix, 2x4's	1274	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		1 yard redimix	1282	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		1 yard redimix	1287	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		spikes	1296	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		rafter tie	183	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		white jamb seal	599	Repair & Maintenance Supplies
21- 520- 000- 0000- 6590		spikes	952	Repair & Maintenance Supplies
7525 Hometown Bldg Supply				
	1,151.27		8 Transactions	
2340 Hyytinen Hardware Hank				
21- 520- 000- 0000- 6406		bolts & links	1412079	Field Supplies
21- 520- 000- 0000- 6406		flat steel	1412537	Field Supplies
21- 520- 000- 0000- 6406		nails	1415413	Field Supplies
21- 520- 000- 0000- 6406		nails	1416667	Field Supplies
21- 520- 000- 0000- 6406		wheelbarrows	1416860	Field Supplies
21- 520- 000- 0000- 6406		cleaning supplies	1417293	Field Supplies
21- 520- 000- 0000- 6406		cleaning supplies	1417359	Field Supplies
2340 Hyytinen Hardware Hank				
	314.64		7 Transactions	
2763 J & H Transfer Station- Lakes Sanitary				
21- 520- 000- 0000- 6254		Berglund Park Garbage	124411	Utilities
2763 J & H Transfer Station- Lakes Sanitary				
	102.67		1 Transactions	
2991 Malmo Market				
21- 520- 000- 0000- 6511		August Gas Bills	32137	Gas And Oil
2991 Malmo Market				
	52.85		1 Transactions	
9692 Minnesota Energy Resources Corporation				
21- 520- 000- 0000- 6254		heating gas for shop	0502544561	Utilities
9692 Minnesota Energy Resources Corporation				
	45.00		1 Transactions	
14483 Norland Sanitary Services				
21- 520- 000- 0000- 6231		Jacobson Dumpster	36704	Services, Labor, Contracts
14483 Norland Sanitary Services				
	90.00		1 Transactions	
12182 Northwoods Quads				
21- 520- 000- 0000- 6802		Moose River Connector	7/14- 7/28	Trail Grants- State
21- 520- 000- 0000- 6802		Hill City Connector	7/7- 8/22	Trail Grants- State

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

<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>
12182 Northwoods Quads		1,241.66		2 Transactions	
12718 Up North Riders					
21- 520- 000- 0000- 6802		419.16	Lawler ATV Reimbursement		Trail Grants- State
21- 520- 000- 0000- 6802		2,106.45	Lawler ATV Reimbursement		Trail Grants- State
12718 Up North Riders		1,687.29		2 Transactions	
520 DEPT Total:		11,135.35	Parks	14 Vendors	42 Transactions
21 Fund Total:		11,135.35	Parks		42 Transactions
Final Total:		180,792.94	247 Vendors	491 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	78,482.15	General Fund
3	48,192.31	Road & Bridge
6	17,488.88	Debt Service
9	750.00	State
10	10,386.89	Trust
11	1,382.27	Forest Development
12	1,036.58	Agency
19	11,938.51	Long Lake Conservation Center
21	11,135.35	Parks
All Funds	180,792.94	Total

Approved by,

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

August Sales + Use Tax

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

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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1 General Fund

<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>
89991 Bremer Bank					
1	01-040-000-0000-5517		0.19	Receipt Nbr 1389 08/07/2017	Fees For Services
2	01-040-000-0000-5517		0.19	Receipt Nbr 1397 08/23/2017	Fees For Services
3	01-040-000-0000-5840		0.02	Receipt Nbr 1391 08/07/2017	Misc Receipts
4	01-040-021-0000-5520		1.93	Receipt Nbr 1220 08/22/2017	Drivers License Fees
5	01-040-021-0000-5522		0.61	Receipt Nbr 1220 08/22/2017	Motor Vehicle License/Tab Fees
6	01-040-021-0000-5840		0.13	Receipt Nbr 1218 08/22/2017	Misc Receipts
7	01-042-000-0000-5840		0.13	Receipt Nbr 4594 08/10/2017	Misc Receipts
8	01-042-000-0000-5840		12.87	Receipt Nbr 4619 08/28/2017	Misc Receipts
9	01-043-000-0000-5840		0.77	Receipt Nbr 1034 08/11/2017	Misc Receipts
10	01-043-000-0000-5840		0.26	Receipt Nbr 1035 08/25/2017	Misc Receipts
11	01-090-000-0000-5840		1.93	Receipt Nbr 1925 08/02/2017	Misc Receipts
12	01-090-000-0000-5840		1.29	Receipt Nbr 1926 08/02/2017	Misc Receipts
13	01-090-000-0000-5840		1.29	Receipt Nbr 1928 08/04/2017	Misc Receipts
14	01-090-000-0000-5840		0.64	Receipt Nbr 1929 08/04/2017	Misc Receipts
15	01-090-000-0000-5840		1.93	Receipt Nbr 1932 08/10/2017	Misc Receipts
16	01-090-000-0000-5840		0.64	Receipt Nbr 1933 08/10/2017	Misc Receipts
17	01-090-000-0000-5840		2.57	Receipt Nbr 1934 08/15/2017	Misc Receipts
18	01-090-000-0000-5840		0.64	Receipt Nbr 1936 08/21/2017	Misc Receipts
19	01-100-000-0000-5840		0.58	Receipt Nbr 2205 08/11/2017	Misc Receipts
20	01-252-252-0000-5872		31.13	Receipt Nbr 3257 08/10/2017	Phone Card Prisoner Welfare(Taxable)
21	01-252-252-0000-5872		148.24	Receipt Nbr 3267 08/23/2017	Phone Card Prisoner Welfare(Taxable)
22	01-252-252-0000-5872		96.94	Receipt Nbr 3272 08/31/2017	Phone Card Prisoner Welfare(Taxable)
23	01-252-252-0000-5885		54.00	Receipt Nbr 3257 08/10/2017	Commissary Sales Taxable
24	01-252-252-0000-5885		38.69	Receipt Nbr 3262 08/17/2017	Commissary Sales Taxable
25	01-252-252-0000-5885		34.01	Receipt Nbr 3266 08/23/2017	Commissary Sales Taxable
26	01-252-252-0000-5885		23.80	Receipt Nbr 3272 08/31/2017	Commissary Sales Taxable
117	01-100-000-0000-6311		160.73	August Sales Tax	Sales Tax
118	01-100-000-0000-6312		0.27	August Sales Tax Adjustment	Sales Tax Adjustment
89991 Bremer Bank			616.42	28 Transactions	
1 Fund Total:			616.42	General Fund	1 Vendors 28 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor No.	Vendor Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
122	8410 Bremer Bank 03-303-000-0000-6513			1,500.53	August Diesel Tax		Motor Fuel & Lubricants
	8410 Bremer Bank			1,500.53		1 Transactions	
	89991 Bremer Bank						
27	03-000-000-0000-5855			1.93	Receipt Nbr 2024 08/01/2017		Charges- Individuals
28	03-000-000-0000-5855			5.79	Receipt Nbr 2024 08/01/2017		Charges- Individuals
29	03-000-000-0000-5855			5.79	Receipt Nbr 998 08/04/2017		Charges- Individuals
30	03-000-000-0000-5855			6.88	Receipt Nbr 998 08/04/2017		Charges- Individuals
31	03-000-000-0000-5855			1.93	Receipt Nbr 2035 08/09/2017		Charges- Individuals
32	03-000-000-0000-5855			1.93	Receipt Nbr 2040 08/11/2017		Charges- Individuals
33	03-000-000-0000-5855			3.86	Receipt Nbr 999 08/11/2017		Charges- Individuals
34	03-000-000-0000-5855			7.72	Receipt Nbr 999 08/11/2017		Charges- Individuals
35	03-000-000-0000-5855			3.44	Receipt Nbr 999 08/11/2017		Charges- Individuals
36	03-000-000-0000-5855			3.44	Receipt Nbr 999 08/11/2017		Charges- Individuals
37	03-000-000-0000-5855			1.93	Receipt Nbr 2045 08/15/2017		Charges- Individuals
38	03-000-000-0000-5855			1.93	Receipt Nbr 2049 08/17/2017		Charges- Individuals
39	03-000-000-0000-5855			1.93	Receipt Nbr 1001 08/21/2017		Charges- Individuals
40	03-000-000-0000-5855			0.13	Receipt Nbr 1001 08/21/2017		Charges- Individuals
41	03-000-000-0000-5855			0.26	Receipt Nbr 1003 08/22/2017		Charges- Individuals
42	03-000-000-0000-5855			1.93	Receipt Nbr 2055 08/23/2017		Charges- Individuals
43	03-000-000-0000-5855			7.72	Receipt Nbr 1004 08/25/2017		Charges- Individuals
44	03-000-000-0000-5855			3.44	Receipt Nbr 1004 08/25/2017		Charges- Individuals
45	03-000-000-0000-5855			1.93	Receipt Nbr 2066 08/29/2017		Charges- Individuals
46	03-000-000-0000-5855			1.93	Receipt Nbr 1008 08/31/2017		Charges- Individuals
47	03-000-000-0000-5855			6.88	Receipt Nbr 1008 08/31/2017		Charges- Individuals
48	03-000-000-0000-5857			20.06	Receipt Nbr 999 08/11/2017		Culverts
49	03-000-000-0000-5857			71.18	Receipt Nbr 1001 08/21/2017		Culverts
50	03-000-000-0000-5858			20.92	Receipt Nbr 1004 08/25/2017		County Maps
	89991 Bremer Bank			184.88		24 Transactions	
3 Fund Total:				1,685.41	Road & Bridge	2 Vendors	25 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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9 State

Vendor	Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
4580	Mn Dept Of Finance					
123	09-000-000-0000-2022			168.00 August Birth		Birth/Death Surcharges
124	09-000-000-0000-2022			600.00 August Death		Birth/Death Surcharges
125	09-000-000-0000-2024			126.00 August Childrens		St Share Of Birth Cert.- Children
126	09-000-000-0000-2031			21.00 August Torrens		Real Estate Assurance (Was 5874 And 627
127	09-000-000-0000-2036			5,974.50 August State General Fund		Recording Surcharges (Was 5871 & 6281)
128	09-000-000-0000-2036			420.00 August Leg.Surcharge		Recording Surcharges (Was 5871 & 6281)
4580	Mn Dept Of Finance			7,309.50	6 Transactions	
3375	Mn Dept Of Health					
129	09-000-000-0000-2027			2,337.50 August State Well		State Well Cert Fees (Was 5097 & 6203)
3375	Mn Dept Of Health			2,337.50	1 Transactions	
9 Fund Total:				9,647.00	State	2 Vendors 7 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Vendor Name <u>Account/Formula</u>	Accr	Rpt	Amount	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	Account/Formula Description <u>On Behalf of Name</u>
89991	Bremer Bank						
51	10- 921- 000- 0000- 5840			7.45	Receipt Nbr 3189 08/23/2017		Misc Receipts
120	10- 923- 000- 0000- 6311			21.31	August Sales Tax		Sales Tax
89991	Bremer Bank			28.76	2 Transactions		
10 Fund Total:				28.76	Trust	1 Vendors	2 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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 11 Forest Development

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
119 11-925-000-0000-6312			0.31- August Sales Tax Adjustment		Sales Tax Adjustment
89991 Bremer Bank			0.31- 1 Transactions		
11 Fund Total:			0.31- Forest Development	1 Vendors	1 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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 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.</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>
89991	Bremer Bank				
52	19- 521- 000- 0000- 5885		16.16	Receipt Nbr 1508 08/02/2017	Commissary Sales Taxable
53	19- 521- 000- 0000- 5885		5.24	Receipt Nbr 1519 08/29/2017	Commissary Sales Taxable
89991	Bremer Bank		21.40	2 Transactions	
19 Fund Total:			21.40	Long Lake Conservation Center	1 Vendors 2 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank					
54 21- 520- 000- 0000- 5510			1.93 Receipt Nbr 3165 08/01/2017		Co. Parks Campground Fees
55 21- 520- 000- 0000- 5510			10.49 Receipt Nbr 3165 08/01/2017		Co. Parks Campground Fees
56 21- 520- 000- 0000- 5510			7.72 Receipt Nbr 3165 08/01/2017		Co. Parks Campground Fees
57 21- 520- 000- 0000- 5510			2.96 Receipt Nbr 3165 08/01/2017		Co. Parks Campground Fees
58 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3166 08/02/2017		Co. Parks Campground Fees
59 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3167 08/03/2017		Co. Parks Campground Fees
60 21- 520- 000- 0000- 5510			0.96 Receipt Nbr 3168 08/04/2017		Co. Parks Campground Fees
61 21- 520- 000- 0000- 5510			1.29 Receipt Nbr 3168 08/04/2017		Co. Parks Campground Fees
62 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3169 08/07/2017		Co. Parks Campground Fees
63 21- 520- 000- 0000- 5510			5.15 Receipt Nbr 3169 08/07/2017		Co. Parks Campground Fees
64 21- 520- 000- 0000- 5510			1.93 Receipt Nbr 3170 08/07/2017		Co. Parks Campground Fees
65 21- 520- 000- 0000- 5510			10.29 Receipt Nbr 3172 08/09/2017		Co. Parks Campground Fees
66 21- 520- 000- 0000- 5510			15.76 Receipt Nbr 3172 08/09/2017		Co. Parks Campground Fees
67 21- 520- 000- 0000- 5510			2.06 Receipt Nbr 3172 08/09/2017		Co. Parks Campground Fees
68 21- 520- 000- 0000- 5510			7.72 Receipt Nbr 3173 08/11/2017		Co. Parks Campground Fees
69 21- 520- 000- 0000- 5510			1.93 Receipt Nbr 3173 08/11/2017		Co. Parks Campground Fees
70 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3173 08/11/2017		Co. Parks Campground Fees
71 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3173 08/11/2017		Co. Parks Campground Fees
72 21- 520- 000- 0000- 5510			2.25- Receipt Nbr 3173 08/11/2017		Co. Parks Campground Fees
73 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3174 08/14/2017		Co. Parks Campground Fees
74 21- 520- 000- 0000- 5510			1.29 Receipt Nbr 3175 08/14/2017		Co. Parks Campground Fees
75 21- 520- 000- 0000- 5510			5.15 Receipt Nbr 3175 08/14/2017		Co. Parks Campground Fees
76 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3176 08/14/2017		Co. Parks Campground Fees
77 21- 520- 000- 0000- 5510			0.77 Receipt Nbr 3179 08/15/2017		Co. Parks Campground Fees
78 21- 520- 000- 0000- 5510			10.29 Receipt Nbr 3179 08/15/2017		Co. Parks Campground Fees
79 21- 520- 000- 0000- 5510			12.54 Receipt Nbr 3179 08/15/2017		Co. Parks Campground Fees
80 21- 520- 000- 0000- 5510			6.43 Receipt Nbr 3179 08/15/2017		Co. Parks Campground Fees
81 21- 520- 000- 0000- 5510			3.07 Receipt Nbr 3179 08/15/2017		Co. Parks Campground Fees
82 21- 520- 000- 0000- 5510			1.29 Receipt Nbr 3180 08/15/2017		Co. Parks Campground Fees
83 21- 520- 000- 0000- 5510			1.29 Receipt Nbr 3180 08/15/2017		Co. Parks Campground Fees
84 21- 520- 000- 0000- 5510			5.15 Receipt Nbr 3181 08/17/2017		Co. Parks Campground Fees
85 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3181 08/17/2017		Co. Parks Campground Fees
86 21- 520- 000- 0000- 5510			3.86 Receipt Nbr 3182 08/21/2017		Co. Parks Campground Fees
87 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3182 08/21/2017		Co. Parks Campground Fees
88 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3183 08/21/2017		Co. Parks Campground Fees
89 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3184 08/22/2017		Co. Parks Campground Fees
90 21- 520- 000- 0000- 5510			2.57 Receipt Nbr 3185 08/22/2017		Co. Parks Campground Fees
91 21- 520- 000- 0000- 5510			1.48 Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
9/14/17 10:57AM
21 Parks

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
92 21-520-000-0000-5510		19.30	Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees
93 21-520-000-0000-5510		1.93	Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees
94 21-520-000-0000-5510		0.64	Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees
95 21-520-000-0000-5510		18.01	Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees
96 21-520-000-0000-5510		10.61	Receipt Nbr 3186 08/22/2017		Co. Parks Campground Fees
97 21-520-000-0000-5510		3.86	Receipt Nbr 3187 08/22/2017		Co. Parks Campground Fees
98 21-520-000-0000-5510		1.93	Receipt Nbr 3187 08/22/2017		Co. Parks Campground Fees
99 21-520-000-0000-5510		0.96	Receipt Nbr 3187 08/22/2017		Co. Parks Campground Fees
100 21-520-000-0000-5510		5.15	Receipt Nbr 3188 08/23/2017		Co. Parks Campground Fees
101 21-520-000-0000-5510		2.89	Receipt Nbr 3188 08/23/2017		Co. Parks Campground Fees
102 21-520-000-0000-5510		2.89	Receipt Nbr 3193 08/24/2017		Co. Parks Campground Fees
103 21-520-000-0000-5510		11.58	Receipt Nbr 3193 08/24/2017		Co. Parks Campground Fees
104 21-520-000-0000-5510		3.86	Receipt Nbr 3195 08/25/2017		Co. Parks Campground Fees
105 21-520-000-0000-5510		5.79	Receipt Nbr 3195 08/25/2017		Co. Parks Campground Fees
106 21-520-000-0000-5510		1.29	Receipt Nbr 3195 08/25/2017		Co. Parks Campground Fees
107 21-520-000-0000-5510		1.29	Receipt Nbr 3196 08/29/2017		Co. Parks Campground Fees
108 21-520-000-0000-5510		2.89	Receipt Nbr 3196 08/29/2017		Co. Parks Campground Fees
109 21-520-000-0000-5510		1.93	Receipt Nbr 3197 08/29/2017		Co. Parks Campground Fees
110 21-520-000-0000-5510		2.89	Receipt Nbr 3198 08/29/2017		Co. Parks Campground Fees
111 21-520-000-0000-5510		10.61	Receipt Nbr 3199 08/29/2017		Co. Parks Campground Fees
112 21-520-000-0000-5510		9.01	Receipt Nbr 3199 08/29/2017		Co. Parks Campground Fees
113 21-520-000-0000-5510		2.57	Receipt Nbr 3200 08/31/2017		Co. Parks Campground Fees
114 21-520-000-0000-6231		8.94	Warr Nbr 71910 08/11/2017		Services, Labor, Contracts
115 21-520-000-0000-6231		8.94	Warr Nbr 71910 08/11/2017		Services, Labor, Contracts
116 21-520-000-0000-6231		8.25	Warr Nbr 71910 08/11/2017		Services, Labor, Contracts
121 21-520-000-0000-5510		1.00-	camping sales tax refund	R#3193	Co. Parks Campground Fees
89991 Bremer Bank		304.85			64 Transactions
21 Fund Total:		304.85	Parks	1 Vendors	64 Transactions
Final Total:		12,303.53	9 Vendors	129 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	616.42	General Fund
3	1,685.41	Road & Bridge
9	9,647.00	State
10	28.76	Trust
11	-0.31	Forest Development
19	21.40	Long Lake Conservation Center
21	304.85	Parks
All Funds	12,303.53	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: 09/26/2017

Title of Item: 2017 EMPG Grant

<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) <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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Submitted by: Sheriff Scott Turner	Department: Sheriff's Office
--	--

Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed:
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Summary of Issue:

See attached memo and agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve agreement and authorize signatures.

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:*

This is a budgeted revenue item.

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW
Aitkin, MN 56431

218-927-2138 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: September 14, 2017

From: Sheriff Scott Turner Re: Annual EMPG grant

Enclosed is the annual Emergency Management Performance Grant (EMPG) award for the year 2017. The award amount for this year is \$19,626. This amount does not totally fund our Emergency Management activities, rather it assists with some of the cost. At this time, two of us are actively involved in Emergency Management for Aitkin County. This grant period actually took effect on January 1, 2017. I am looking for the authorization to have the board chair and clerk sign this agreement with the State of Minnesota for this funding of our Emergency Management program.

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



Minnesota Department of Public Safety ("State") Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, Minnesota 55101	Grant Program: Emergency Management Performance Grant 2017 Grant Agreement No.: A-EMPG-2017-AITKINCO-001
Grantee: Aitkin County 209 2nd Street N.W. Aitkin, MN 56431	Grant Agreement Term: Effective Date: 1/1/2017 Expiration Date: 12/31/2017
Grantee's Authorized Representative: Scott Turner 217 Second St. NW, Suite 185 Aitkin, MN 56431 Phone: (218) 927-7420 e-mail: scott.turner@co.aitkin.mn.us	Grant Agreement Amount: Original Agreement \$ 19,626.00 Matching Requirement \$ 19,626.00
State's Authorized Representative: Matti Gurney Homeland Security and Emergency Management 445 Minnesota St., Suite 223 St. Paul, Minnesota 55101 Phone: 651-201-7422 Matti.Gurney@state.mn.us	Federal Funding: CFDA 97.042 State Funding: none Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved Emergency Management Performance Grant 2017 Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at Homeland Security and Emergency Management Division, 445 Minnesota Street, Suite 223, St. Paul, Minnesota 55101. The Grantee shall also comply with all requirements referenced in the Emergency Management Performance Grant 2017 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the



Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Grant Agreement No. A-EMPG-2017-AITKINCO-001 / PO#3000050183

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2017 (EMPG) Emergency Management Performance Grant

EXHIBIT A

Organization: Aitkin County

A-EMPG-2017-AITKINCO-001

Budget Summary (Report)

EMPG				
Budget Category		Award	Match	
Planning				
Personnel Costs associated with Aitkin County EM planning		\$18,122.00	\$18,122.00	
Total		\$18,122.00	\$18,122.00	
Training				
Training costs for emergency management staff.		\$1,504.00	\$1,504.00	
Total		\$1,504.00	\$1,504.00	
Total		\$19,626.00	\$19,626.00	
Allocation		\$19,626.00	\$19,626.00	
Balance		\$0.00	\$0.00	



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: September 26, 2017

Title of Item: Off-Highway Vehicles Safety Enforcement Grant 2018-2019

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" 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)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Scott A. Turner, Sheriff	Department: Aitkin County Sheriff's Office
--	--

Presenter (Name and Title): Scott A. Turner, Sheriff	Estimated Time Needed:
--	-------------------------------

Summary of Issue:
Approve annual Off Highway Vehicle Enforcement Grant for biennium July 1, 2017 through June 30, 2019. The amount is \$12,231.00 for each biennium for a total of \$24,462.00.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution, authorize Board Chair and County Administrator to sign agreement, and return signed agreements and resolution to Aitkin County Sheriff's Office.

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 September 26, 2017

By Commissioner: xx

20170926-0xx

Off-Highway Vehicle Safety Enforcement Grant Fiscal Years 2018-2019

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the Fiscal Years 2018-2019 Off-Highway Vehicle Safety Enforcement Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$24,462.00, amount being \$12,231.00 for each biennium, for the term of July 1, 2017 through June 30, 2019.

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}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of September 2017

Jessica Seibert
County Administrator

STATE OF MINNESOTA
GRANT CONTRACT
Off-Highway Vehicle Safety Enforcement Grant
Fiscal Years 2018 and 2019

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources ("STATE") and Aitkin County Sheriff's Office, 217 Second Street NW, Room 185, Aitkin, MN 56431 ("GRANTEE").

Recitals

1. Under Minn. Stat. 84.024 the State is empowered to enter into this grant.
2. The State, under laws of MN 2017 Chapter 93, Section 3, Subdivision 6, is authorized to provide reimbursement grants to counties to cover costs of labor, operations, maintenance and equipment related to the enforcement of off highway vehicle laws, rules and regulations, as well as training staff and conducting youth training sessions, in the manner described in the grantee's Proposed Budget.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

1.1 Effective date:

August 14, 2017, or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per, Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**

1.2 Expiration date:

June 30, 2019, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms.

The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1). The Grantee will be reimbursed once annually, for only eligible Off-Highway Vehicle Safety Grant activities, including one or more of the following:

- Grantee staff time to participate in Off-Highway Vehicle (OHV) / All-Terrain Vehicle (ATV) activities, including attendance at training classes, also holding local safety training education programs for local participants. Training of Grantee staff working to enforce any OHV related law, rule or regulation is **MANDATORY**.
- Purchase of ATV's for use in patrolling;
- ATV maintenance, fuel and enforcement related costs;
- Trailers, trailer maintenance and repair (not costs related to towing vehicle repair)
- Helmets and other related protective gear (no standard uniforms or equipment);

- Purchase other equipment dedicated SOLELY to Off Highway Vehicle Enforcement work
- Submit ANNUAL Performance Reports and Reimbursement Requests for each year of participation in this Program. All needed documents to accomplish this are posted on the DNR website. The Grantee will be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this grant contract. Further, the Grantee is responsible for maintaining an adequate conflict of interest policy. Throughout the term of this grant contract, the Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.
- POST on the Grantee's website, a copy of the two page performance report, in accordance with 2009 Laws of Minnesota, Chapter 37, Article 1, Section 4, Subdivision 1.

3 Time

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

4 Consideration and Payment

4.1 Consideration.

The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) Compensation

(a) The Grantee will be reimbursed up to \$12,231.00 in state fiscal year 2018, for expenses incurred between the effective date of the grant and June 30, 2018, and \$12,231.00 in fiscal year 2019, for expenses incurred between July 1, 2018, and June 30, 2019, as determined by the grant funding formula.

(b) Total Obligation. The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$24,462.00.

4.2 Payment

(a) Invoices

The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon completion of payments for State Fiscal year 2018, the grantee will submit a Request for Payment form, a Completion Report, an Auditor's Report of eligible expenses from the effective date of the contract through June 30, 2018, and a separate set of the same documents for the period July 1, 2018 through June 30, 2019, along with other pertinent and required information for each time period.

(b) Unexpended Funds

The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property.

- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2)
- (b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
- (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2)
- (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
- (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 Conditions of Payment

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

6 Authorized Representative

The State's Authorized Representative is Chuck Niska, Program Manager Senior, MN DNR Division of Enforcement, Box 47, 500 Lafayette Road, St. Paul, MN 55155-4047, (612) 756-4165, chuck.niska@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Scott Turner, Aitkin County Sheriff's Office, 217 Second Street NW, Room 185, Aitkin, MN 56431, 218-927-7431, sheriff@co.aitkin.mn.us. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Complete

7.1 Assignment

The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property Rights

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law

11 Workers Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity

Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement

The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State

The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause

The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding

The State may immediately terminate this grant contract if:

(a) It does not obtain funding from the Minnesota Legislature.

(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here.

Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16C.05

Signed: Cheryl Henthorne

Date: 9-1-17

SWIFT Contract Number: 131278

Purchase Order Number: 3000121988

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____

(with delegated authority)

Title: _____

Date: _____

Distribution:

Agency

Grantee

State's Authorized Representative



Purchase Order



**Natural Resources Department
ENF Central Office**

Dispatch Via Phone

Purchase Order R2901-3000121988	Date 09/01/2017	Revision	Page 1 of 1
Payment Terms Net 30	Freight Terms FOB Destination, Prepd & Allow	Ship Via Ground	Event ID
Buyer Cheryl A Henthorne	Phone 651/355-0163	Currency USD	Agency Reference KEO Purchase Order

Vendor:
0000197275
AITKIN COUNTY SHERIFFS DEPT
217 2ND ST NW RM 185
AITKIN MN 56431
United States

Ship To:
DNR ENF ST PAUL
500 LAFAYETTE RD
ST PAUL MN 55155-4047
United States

Attention:
Not Specified

Bill To:
DNR ENF ST PAUL
500 LAFAYETTE RD
ST PAUL MN 55155-4047
United States

Tax Exempt?		Tax Exempt ID:	Replenishment Option: Standard				
Line - Sch	Item/Description Mfg ltm ID	Manufacturer Name	Quantity	UOM	PO Price	Extended Amt	Due Date
1 - 1	FY18 ATV Grant C. Niska		1.0000	EA	12231.00000	12231.00	06/30/2019

Contract ID: 000000000000000000131278

Contract Line: 1

Schedule Total	12231.00
Item Total	12231.00
Total PO Amount	12231.00

1. Show the purchase order number on invoice and all tags, packages and correspondence.
2. This purchase order incorporates by reference all terms, conditions and specifications of the Contract, the RFP/RFB and vendor's response. In case of a conflict in terms, the order of precedence shall be: First, this P.O., second the contract, third the RFP/RFB, and fourth the vendor's response.
3. All deliveries hereunder shall comply with all applicable State of Minnesota and Federal laws.
4. Invoicing must match line items on the purchased order.
5. DO NOT CHARGE SALES TAX unless otherwise instructed to do so on this purchase Order or the solicitation document. State agencies will pay all applicable taxes directly to the Department of Revenue. Per Department of Revenue Tax Fact Sheet 142, State agencies are not required to submit an ST3 form to their suppliers.
6. Payment terms are Net 30 unless a discount is offered for early payment.

**Issuer certifies that funds have been encumbered
and appropriate approvals have been obtained.**

Issued By:
Cheryl A Henthorne



Board of County Commissioners Agenda Request

26

Agenda Item #

Requested Meeting Date: 9/26/17

Title of Item: Application for repurchase of tax forfeited property - Westphal

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: Cynthia Westphal of Moundsview, MN, former owner of the tax forfeited property in the NE-NE less part in document 355255 Section 17, Township 52, Range 26 (Hill Lake); has applied to repurchase under MS 282.241. Ms Westphal has submitted the application and the required fee of \$1,090.97.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approved the application for repurchase.		
Financial Impact: <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 September 26, 2017

By Commissioner: xx

20170926-0xx

Application for Repurchase of Tax Forfeited Property – Westphal

WHEREAS, Cynthia Westphal, a former owner 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, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

NE ¼ of NE ¼ less part in document 355255 Section 17 Township 45 Range 26

and, WHEREAS, said applicant has set forth in her application that:

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

I was under the impression that my taxes for 2013 and 2015 were paid. Due to lack of employment my funds were scattered in earnings I was just starting to do work on my easement to gain access to the said property. This event has been very stressful and don't feel that it's fair to take a \$50,000.00 piece of land without full notice.

- b) that the repurchase of said land by me will promote and best serve the public interest, because I believe in keeping it as natural as possible. I don't do any construction during hunting season and am very mindful of the environmental footprint this land provides. I will never do any major development of this property, for it is prime hunting land that is conjoined with others property and will remain current on my taxes; promise.

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 Cynthia Westphal for the repurchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241 as amended.

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}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of September 2017

Jessica Seibert
County Administrator



CASHIER'S CHECK

No. 111528152

93-38
929

DATE: SEPTEMBER 08, 2017

PAY ONE THOUSAND NINETY DOLLARS AND 97 CENTS

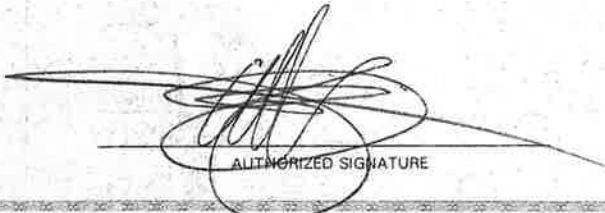
\$ 1,090.97

TO THE ORDER OF: AITKIN COUNTY

PURPOSE/REMITTER: CYNTHIA WESTPHAL

Location: 111 Northtown MN

U.S. Bank National Association
Minneapolis, MN 55480


AUTHORIZED SIGNATURE

⑈011528152⑈ ⑆092900383⑆ 150080235107⑈

Details on Back.
Security Features Included.



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 9/26/2017

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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) <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*
Submitted by: Bobbie Danielson		Department: Administration/HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 5 mins (or Consent)
Summary of Issue: The Personnel Committee met on August 22, 2017, and recommends the following: *Accept the Job Evaluation consultant's recommendation of Grade 6 for the Assistant VSO position.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to accept the job evaluation consultant's recommendation for the above-named position.		
Financial Impact: 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? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Per policy, a non-exempt employee whose job is upgraded will be placed in the new pay range that results in at least a \$0.75 per hour increase. Wage will increase from \$17.51 to \$20.24/hr on date of Board approval. The pay range for grade 6 is \$20.24 (Min) to \$30.02 (Max) per hour.		

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



Board of County Commissioners Agenda Request

3B

Agenda Item #

Requested Meeting Date: 9/26/2017

Title of Item: Accept Supplemental Insurance Bids effective 1/1/2018

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Bobbie Danielson		Department: Administration/HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 5-10 minutes
Summary of Issue: We are required by statute to go out for insurance bids every 60 months. (Excludes PEIP, a state plan.) Requesting Board approval to accept bids from the following carriers: Life Insurance: Minnesota Life (same as current carrier). Employer rate will decrease from \$2.10/month to \$1.875/month for \$15k employee life coverage on 1/1/2018. Dependent life (employer paid) remains the same at \$3.10/month. No change to supplemental life insurance rates. 3 year rate guarantee. Short-term Disability: Dearborn National (same as current carrier). No change to current rates. 2 year rate guarantee. Long-term Disability: Madison National (same as current carrier). County reimbursed premium decreases from \$.25 per \$100 of covered payroll to \$.225. Voluntary plan premium decreases by \$0.02 to \$0.10 per \$100 of benefit, depending on Age bracket. New! Add voluntary Vision Plan with EyeMed. No Copay plan. Covers materials as described, not exams.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to accept the bid of Minnesota Life (life ins), Dearborn National (short-term disability), Madison National (LTD), and EyeMed (vision plan), effective 1/1/2018, with the expectation that Minnesota Life extends the new guarantee issue from \$100k to \$200k for all employees, not just new hires.		
Financial Impact: 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? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

Aitkin County - Short Term Disability

Company	Dearborn National - CURRENT	Dearborn National	Madison National
Funding	100% employee paid	Match Current	Match Current
Scheduled Weekly Benefit	60% of weekly earnings to a maximum of \$1,000 weekly benefit. Elections are made in \$50 increments.	Match Current	Match Current
Maximum Weekly Benefit	\$1,000	Match Current	Match Current
Maximum Benefit Period	11 weeks or until LTD becomes payable	Match Current	Match Current
Elimination Period (Injury/Sickness)	15 th day accident/15 th day sickness	Match Current	Match Current
Pre-Existing Conditions	3/12	Match Current	Match Current
Annual Enrollment	Full open each annual enrollment period for all employees. Pre-ex applies to all increases.	Match Current	Not Included
Definition of disability	Perform Material and Substantial duties of regular occupation AND your disability earnings are less than 20% of PDE. Partial disability included.	Match Current	Match Current
Minimum Weekly Benefit	\$25	Match Current	Match Current
Integrate with Sick Leave	Sick leave plus STD benefit cannot exceed 100% of pre-disability earnings. Does not have to exhaust sick/vacation.	Match Current	Match Current
Additional Features	Survivor's Benefit	Match Current	Match Current and Include Employee Assistance Program (EAP) and Identity Theft
	Work Incentive Benefit		
	Worksite Modification Benefit		
Value Add Ons	NA	Match Current	Match Current
Enhancements	NA	Match Current	Match Current
Other Deviations	NA	Match Current	Match Current
Prepares W2s	YES	Match Current	Match Current
Pays ER Portion of FICA	YES	Match Current	Match Current
Rate Guarantee			

Aitkin County - Long Term Disability

Company	Madison National - Current	Madison National
Insurance Carrier:	Madison National	Match Current
A.M. Best Company Rating	A-	Match Current
Employer Paid	Class 5 Only	Match Current
Scheduled Monthly Benefit	Class 1,2,5 – 60% to \$5,000	Match Current
	Class 3 - \$100 increments, 60% to \$5,000	Match Current
Maximum Benefit Period	SSNRA	Match Current
Elimination Period	90 consecutive days	Match Current
Your Occupation Definition	Class 2: 60 months, Class 1, 3, 5: 36 months	Match Current
OR / AND Definition	OR	Match Current
Minimum Monthly Benefit	\$100	Match Current
ONE (1) Material Duty/or Duties	One	Match Current
Pre-Existing Conditions	3/3/12	Match Current
Integrate/Sick Leave	Pays in addition to sick pay	Match Current
Integration	Class 3: 70% All Source	Match Current
Partial Disability/Loss	Yes	Match Current
Definition of disability	Zero day	Match Current
Rehabilitation	Included	Match Current
Alcoholism/Drugs	24 months lifetime unless hospital confined, with recovery	Match Current
Mental/Nervous	24 months lifetime unless hospital confined, with recovery	Match Current
12 Month Work Incentive	First 12 months of disability	Match Current
Conversion	Included	Match Current
Waiver of Premium	Included	Match Current
Survivors Benefit	Included	Match Current
Family Care Expense	Included	Match Current
Annual Enrollment	Class 3: Employees currently enrolled in the LTD can increase coverage during each 30 day annual enrollment period with no health questions (increases subject to pre-ex). Employees enrolling for the first time are subject to underwriting approval.	Match Current
Value Add Ons	None	Employee Assistance Plan (EAP) and Identity Theft
Enhancements	NA	None Listed
Deviations	NA	None Listed
Prepares W2s	Yes	Match Current
Pays ER Portion of FICA	Yes	Match Current
Rate Guarantee		
	NA	3 years
County Pd Premium		
Rate per \$100 of covered payroll	\$0.25	\$0.225
Employee Pd Buy-Up		
Age	Rate per \$100 of Benefit	Rate per \$100 of Benefit
0-24	\$0.20	\$0.18
25-29	\$0.27	\$0.24
30-34	\$0.32	\$0.29
35-39	\$0.48	\$0.43
40-44	\$0.59	\$0.53
45-49	\$0.73	\$0.66
50-54	\$0.83	\$0.75
55-59	\$0.97	\$0.87
60+	\$1.00	\$0.90

Aitkin County - Life Insurance

		CURRENT PLAN - MN Life		MN Life	
Rating AM Best		A+		A+	
	Volume	Rate per \$1,000	Monthly Premium	Rate per \$1,000	Monthly Premium
Active Basic Life	3,255,000	\$0.120	\$390.60	\$0.105	\$341.78
Active Basic AD&D	3,255,000	\$0.020	\$65.10	\$0.020	\$65.10
Total Active Basic Life and AD&D		\$0.140	\$455.70	\$0.125	\$406.88
Percentage Active Basic Life Savings					10.71%
Monthly Active Basic Life Savings					\$48.82
Supplemental Life & AD&D Employee/Retiree and Spouse					
Age	Volume	Rate per \$1,000 Life	Monthly Premium	Rate per \$1,000 Life	Monthly Premium
Under 25	\$50,000	\$0.050	\$2.50	\$0.050	\$2.50
25 - 29	\$625,000	\$0.060	\$37.50	\$0.060	\$37.50
30 - 34	\$260,000	\$0.080	\$20.80	\$0.080	\$20.80
35 - 39	\$1,860,000	\$0.090	\$167.40	\$0.090	\$167.40
40 - 44	\$885,000	\$0.120	\$106.20	\$0.120	\$106.20
45 - 49	\$870,000	\$0.210	\$182.70	\$0.210	\$182.70
50 - 54	\$1,090,000	\$0.370	\$403.30	\$0.370	\$403.30
55 - 59	\$355,000	\$0.610	\$216.55	\$0.610	\$216.55
60 - 64	\$660,000	\$0.750	\$495.00	\$0.750	\$495.00
65 - 69	\$195,000	\$1.310	\$255.45	\$1.310	\$255.45
70 - 74	\$10,000	\$2.060	\$20.60	\$2.060	\$20.60
75	\$0	\$2.380	\$0.00	\$2.380	\$0.00
Monthly Supplemental Life Premium			\$1,908.00		\$1,908.00
Monthly Supp AD&D Premium	\$6,860,000	\$0.03	\$205.80	\$0.03	\$205.80
Dependent Life Package	165	\$3.10	\$511.50	\$3.10	\$511.50
Total Supplemental Life Premium			\$2,625.30		\$2,625.30
Optional New Hire GI		\$100,000 Employee, \$25,000 Spouse, Dep Life Pkg		\$200,000 Employee, \$25,000 Spouse, \$15,000 Child	
Rate Guarantee		NA		3 years	
Accelerated Death Benefit		100% to \$1,000,000 (both basic plus supp life)		Match	
Portability		Yes, on basic and supplemental life		Match	
Child Age		14 days to age 26		Live birth to age 26 (no reductions under 6 months of age)	
Online Capabilities		Personalized Benefit Statements, LifeBenefitsExtra (LBE) website, and access to claims and UW approval		Match	
Value Add Ons		Life Suite: Bene Counseling, Will Prep, Travel Assist, Legacy Planning		Match	
Age Reductions		None		Match	
Deviations Listed in RFP		NA		NA	
Other Enhancements		NA		Adding a Child Life only option with \$10,000 or \$15,000 option First newborn child benefit Annual open enrollment for new child life up to new maximum of \$15,000 Enhanced AD&D definition that includes new seatbelt and airbag benefit	

Aitkin County Vision Proposals		
In-Network Benefits	Avesis - Option 1 Copay	No EyeMed - Option 1 No Copay
MONTHLY RATES		
Employee Only	\$5.51	\$5.97
Employee + Spouse	\$10.42	\$11.35
Employee + Children	\$11.35	\$11.95
Employee + Family	\$14.61	\$17.56
CO-PAY		
Exam	Not Included	Not Included
Materials	No copay on frames, contacts, and standard lenses.	No copay on frames, contacts or standard lenses. Copay on premium lenses only
FREQUENCY		
Exam	NA	NA
Lenses	Every 12 months	Every 12 months
Frames	Every 24 months	Every 24 months
Contacts	Every 12 months (in lieu of frame and spectacle lenses)	Every 12 months (can use contact and frame allowance in same year)
MATERIALS		
Elective Contact Lenses	Up to \$130 allowance (no copay)	Up to \$130 allowance (no copay)
Frames	\$50 whole sale allowance, equals aprox \$100 - \$150 retail (no copay)	\$130 retail allowance (no copay)
Lenses	Covered in full. Premium lens covered up to \$50 (plus 20% off retail)	Standard lens covered in full, premium lens copay is between \$65-\$120
PROVIDERS		
Providers within 40 miles of 56431	6	6
REIMBURSEMENT		
How Discount is applied	Discount taken at time of purchase for In Network providers	Discount taken at time of purchase for In Network providers
PARTICIPATION		
	10 employees	10 employees
RATE GUARANTEE		
	3 years	4 years



Board of County Commissioners Agenda Request

4A

Agenda Item #

Requested Meeting Date: September 26, 2017

Title of Item: MRC Dues Increase

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: On Tuesday, September 19th, Dan Larson, MRC Executive Director forwarded the attached dues structure for 2018. Aitkin County's annual dues will increase from \$2,100 in 2017 to \$2,300 in 2018. As this information was provided after the Board approved the 2018 dues and appropriations, we are looking for formal Board approval of the 2018 MRC dues.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 2018 dues for MRC.		
Financial Impact: 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>		

MRC Membership Work Group Dues Option Survey 2017

MRC Dues History:

One \$100 across the board dues increase in 20 years.

1997 – MN Rural Counties Caucus is organized and dues established at \$2,000 annually per member-county.

2006 – MRCC raised dues to \$2,100.

2013 – MRC adopts dues structure reflected below:

To keep pace with rising costs, the MRC board adopted the following dues incremental dues increase for 2018 and beyond based on population in the following increments.

	Proposed Annual Increase
Counties with populations below 10,000	\$100
Counties with populations between 10,000 and 20,000	\$200
Counties with populations between 20,000 and 30,000	\$400
Counties with populations between 30,000 and 40,000	\$600
Counties with populations between 40,000 and 50,000	\$800

In 2019 and beyond, an annual step increase will be implemented at the same rate as AMC.

This proposal follows the general direction provided to the work group at the June 5th board meeting.

It was approved at the September 13, 2017.



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: September 26, 2017

Title of Item: Adopt 2018 Preliminary Levy

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

Submitted by: Jessica Seibert, County Administrator	Department: Administration
---	--------------------------------------

Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 min.
---	--

Summary of Issue:

Attached is a memo and 2018 budget recommendations from the Budget Committee. According to MN Statute 275.067, the Board is required to adopt the 2018 preliminary levy prior to September 30, 2017. A draft resolution is also attached.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt 2018 levy.

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 ADMINISTRATION

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

To: Aitkin County Commissioners
From: Jessica Seibert, County Administrator
Date: September 20, 2017
Re: Budget Committee Recommendations

On September 12, 2017, the Aitkin County Commissioners formed a Budget Committee to analyze the 2018 preliminary budget using guidance provided by the Board of Commissioners. The committee met recently to review each department budget, identify potential adjustments to revenues and expenditures, and discuss long-range planning.

Attached, please find an overview of the recommendations of the Budget Committee. The options include:

1. Increase appropriations by \$13,500 as previously approved by the Board
2. Decrease HHS capital expenditures by \$15,000
3. Decrease HHS poor relief expenditures by \$15,000
4. Decrease HHS salary expenditures by \$10,000
5. Decrease Tourism expenditures by \$5,000
6. Decrease insurance costs by \$53,630

These adjustments result in an overall reduction of \$85,130 bringing the total preliminary level amount to 13,503,444.

The Budget Committee also discussed the need for a county-wide capital plan to address long-term financial needs. Budgeting for vehicle replacement, elections equipment, and building maintenance expenses are just a few of the items to be considered.

The Budget Committee appreciates this collaborative approach and the opportunity to make the above-mentioned recommendations.

Aitkin County - 2018 Budget and Levy

	Adopted 2017	Original Proposed Levy 2018	Options 2018
Funds			
General Fund	\$12,956,289	\$13,867,623	\$13,867,623
Parks	\$509,939	\$470,839	\$470,839
Road and Bridge	\$10,214,538	\$13,339,370	\$13,339,370
Health and Human Services	\$6,803,034	\$7,177,108	\$7,177,108
Options - Additions/Reductions			-\$85,130
Total Expenditures	\$30,483,800	\$34,854,940	\$34,769,810
Revenues	\$16,320,739	\$20,392,960	\$20,392,960
	\$0	\$0	\$0
Levy	\$12,882,929	\$13,588,574	\$13,503,444
Total of Other Funding Options	\$0	\$0	\$0
Planned Project Reserves (HHS & R&B)	\$1,280,132	\$873,406	\$873,406
Total Revenues	\$30,483,800	\$34,854,940	\$34,769,810
Funding Options			
Total of Other Funding Options			\$0
Additions			
Board approved appropriations			\$13,500
Total Additions			\$13,500
Reductions			
Decrease HHS Capital Funds			-\$15,000
Decrease Poor Relief Expenditures			-\$15,000
Anticipated savings - HHS Fiscal Supervisor			-\$10,000
Decrease Tourism Expenditures			-\$5,000
1.9% PEIP increase rather than 5%			-\$53,630
Total Reductions			-\$98,630
Calculations			
Levy Increase - Dollars	\$434,299	\$705,645	\$620,515
Levy Increase - Percentage	3.49%	5.48%	4.82%
Tax Capacity-(2018 estimate)	\$27,173,169	\$27,329,105	\$27,329,105
Fiscal Disparity Distribution	\$152,876	\$165,633	\$165,633
Estimated Tax Rate (before Disparity Aid Adjustment)	46.848%	49.116%	48.804%

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

ADOPTED September 26, 2017

By Commissioner: xx

20170926-0xx

2018 Preliminary Levy

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2018 be set at \$_____.

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}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of September 2017

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4C
Agenda Item #

Requested Meeting Date: September 26, 2017

Title of Item: Schedule Public Budget Hearing

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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) <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*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: <p>For the past few years we have scheduled the Public Budget Hearing at 6:05 p.m. on the last day of the AMC Annual Conference, and held a short Board meeting late in the afternoon, just prior to the Budget Hearing. In January, in anticipation of following the same schedule this year, the Board scheduled their December Board meeting dates for the first and third Tuesdays.</p> <p>This year the AMC Annual Conference is scheduled for December 4th and 5th. Staff recommends setting the 2018 Budget Hearing for 6:05 p.m. on Tuesday, December 5th.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Schedule the 2018 Budget Hearing for 6:05 p.m. on Tuesday, December 5th.		
Financial Impact: 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>		

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

JOIN YOUR FRIENDS & COLLEAGUES AT THE COUNTY EVENT OF THE YEAR!

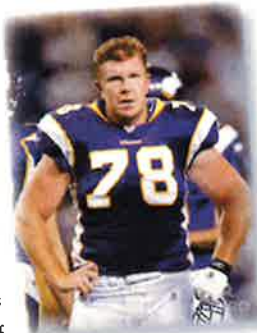


Each December for over 100 years, the Association of Minnesota Counties' (AMC) Annual Conference is where more than 600 county elected officials, department heads, and staff, come together to learn and discuss the important topics and trends affecting county government.

Minnesota's 87 counties have a long tradition of connecting with each other through AMC in order to work together toward finding solutions to common issues. There are always many challenges and opportunities facing counties, and continuing to learn new or improved ways to work and govern is more important now than ever before.

In order to give attendees a wide variety of subjects to learn more about during this two-day conference, our workshop schedule offers 20+ one-hour **WORKSHOPS** on a wide variety of topics over two days. There is literally something for everyone and then some!

This year's **OPENING SESSION** on Monday morning features keynote speaker **FORMER MINNESOTA VIKING MATT BIRK**. Matt is a six time NFL Pro Bowl center and 2013 Super Bowl winner. He grew up in St. Paul, Minnesota and is a graduate of Harvard University, with a degree in Economics. Since



hanging up his pads Matt has held several roles with the NFL, currently serving as a special advisor. He works with the Pro Football Hall of Fame, and serves as a board member of USA Football. Matt's book *All-Pro Wisdom* almost immediately went to the top of Amazon's best seller list when it was released. Matt loves the game of football for its values and the many lessons it can teach everyone



about how to achieve greatness in our lives. **Sponsored by the Minnesota Counties Intergovernmental Trust.**

AMC's **ANNUAL AWARDS BANQUET** Monday evening provides an opportunity to publicly recognize counties and individuals for outstanding achievements in government.

Nomination forms are available at www.mncounties.org. Deadline: October 27, 2017.

The **ELECTION** of AMC's 2018 officers will be held at breakfast on Tuesday morning. AMC's **BUSINESS MEETING** Tuesday afternoon is the final part of the conference where input from all county delegates is encouraged as we vote on our legislative platform for the coming year. The conference ends with the final **GRAND PRIZE DRAWING** so you can get on the road by mid-afternoon.

See agenda inside for details and register today!

VENDOR FAIR!

Be sure to visit the more than 100 exhibits (open Monday and Tuesday) that showcase products and services that help county government do its business better!

"SURPRIZE" DRAWINGS!

We will be holding several drawings for smaller items throughout the conference inside the Vendor Fair. Winners are drawn from the conference registration list and you must be present to win.

GRAND PRIZE DRAWINGS!

Attendees are asked to complete a stamp-map inside the Vendor Fair and completed maps will go into one final Grand Prize Drawing at the conclusion of the conference on Tuesday afternoon. You must be present to win.

SILENT AUCTION!

Place bids on great items and help a good cause, with all proceeds going toward the annual AMC Student Scholarship. Donated items range from gift certificates to iPods, from sporting event tickets to gift baskets, and everything in between!

SUNDAY, DECEMBER 3

2:00 – 5:00 p.m.

AMC Board of Directors
State/Sunwood (Kelly Inn)

4:00 – 6:00 p.m.

Conference Registration Open
Convention Center Lobby

5:00 – 6:30 p.m.

AMC Advisory Committees

- Agriculture & Rural Development
University A (Kelly Inn)
- Broadband
Senate/Congress (Kelly Inn)
- Indian Affairs
University B (Kelly Inn)

5:00 - 7:00 p.m.

Minnesota Rural Counties (MRC)
Ballroom (Courtyard by Marriott)

7:00 - 10:00 p.m.

Live Entertainment at DB Searle's
Wheelhouse Duo - Featuring
Janelle Kendall (Stearns County Attorney)
and Dan Witte.

MONDAY, DECEMBER 4

7:00 a.m.

Conference Registration Open
Convention Center Lobby

7:00 – 8:00 a.m.

**Education & Training
Committee Breakfast**
Board Room C (1st Floor - Convention
Center)

8:00- 10:00 a.m.

AMC Policy Committees

- Environment & Natural Resources
Fandel/Marsh (Part of the "Herberger
Suite" - 2nd Floor - Convention Center)
- General Government
University B (Kelly Inn)
- Health & Human Services
Swishelm/Whitney (Part of the
"Stockinger Suite" - 2nd Floor -
Convention Center)
- Public Safety
Weidner (Part of the "Opportunities
Suite" - 1st Floor - Convention Center)
- Transportation & Infrastructure
University A (Kelly Inn)

9:00 - 10:00 a.m.

MCIT Board of Directors
Board Room C (1st Floor - Convention
Center)

9:00 a.m. - 5:00 p.m.

Vendor Fair Open
Terry Haws Exhibit Hall (1st Floor -
Convention Center)

10:00 - 10:30 a.m.

**SurpriZe Drawing Break Inside
Vendor Fair**
Winners are drawn from the registration
list and you must be present at the
drawing to win.

10:00 a.m. – 3:00 p.m.

**Association of Minnesota
Emergency Managers
(AMEM)**
Senate (Kelly Inn)

10:00 a.m. - 3:00 p.m.

**Minnesota Association of
Professional County Economic
Developers (MAPCED)**
Congress (Kelly Inn)

10:30 a.m. - 12:00 p.m.

Opening Session
Carlson Hall (Convention Center)

- National Anthem
- Host County Welcome
Commissioner DeWayne Mareck,
Stearns County Board Chair
- AMC President's Welcome
Commissioner Gary Hendrickx,
Swift County

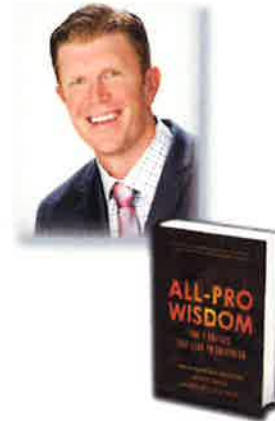
**KEYNOTE PRESENTATION:
Matt Birk, Former Minnesota
Viking**

Sponsored By MCIT

Matt is a six time NFL Pro Bowl center and 2013 Super Bowl winner. He grew up in St. Paul, Minnesota and is a graduate of Harvard University, with a degree in Economics. While in the NFL, Matt founded the HIKE foundation, which impacts the lives of at-risk children to improve their reading and literary skills. He was awarded the Walter Peyton NFL Man of the year for his contributions both on and off the football field.

Since hanging up his pads Matt has held several roles with the NFL, currently serving as a special advisor. He works with the Pro Football Hall of Fame, and serves as a board member of USA Football. Matt's book All-Pro Wisdom almost immediately went to the top of Amazon's best seller list when it was released.

Matt loves the game of football for its values and the many lessons it can teach everyone about how to achieve greatness in our lives.



12:00 – 2:00 p.m.

MAGIC Fund Annual Meeting
Helgeson (Part of the "Herberger Suite" -
2nd Floor - Convention Center)

12:00 – 1:00 p.m.

Lunch Inside the Vendor Fair
Terry Haws Exhibit Hall (1st Floor -
Convention Center)

12:00 - 1:00 p.m.

**Minnesota County Human
Resource Management
Association (MCHRMA)**
Board Room (Kelly Inn)

12:00 - 1:30 p.m.

**Minnesota Association of
County Administrators (MACA)**
Wilson Suite (2nd Floor - Convention
Center)

12:00 - 1:00 p.m.

**AMC Officer Candidate
Screening**
Board Room C (1st Floor - Convention
Center)

1:00 - 3:30 p.m.

**Solid Waste Administrators
Association (SWAA)**
Clarke/Edelbrock (Part of the
"Opportunities Suite" - 1st Floor -
Convention Center)

12:30 - 2:00 p.m.

**Backpack Build Event – Kids In
Need Foundation**
Convention Center Lobby

The Kids in Need Foundation (kinf.org) is dedicated to providing those in need of school supplies with the tools necessary to be successful in the classroom. Through a US Communities sponsorship, AMC members are invited to assemble 425 backpacks with essential school supplies to be donated to Lincoln Elementary School in St. Cloud.

1:00 - 3:30 p.m.

Minnesota County Engineers Association (MCEA)

Mitchell (Part of the "Stockinger Suite" - 2nd Floor - Convention Center)

2:00 - 2:30 p.m.

SurpriZe Drawing Break Inside Vendor Fair

Winners are drawn from the registration list and you must be present at the time of the drawing to win.

2:30 - 3:30 p.m.

Concurrent Workshops I

Parliamentary Procedure & Board Communication

Fandel/Marsh (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Being "first among equals" is no easy task. Whether you have years of experience with the gavel - or you have yet to chair your first meeting - there's always opportunity to be more effective and efficient as a leader. This session will include an overview of parliamentary procedure and Roberts' Rules. We will also discuss the role of the Chair, building effective relationships with your elected official peers, and setting effective cultural norms for your elected body. The combination of these elements will result in meetings that are more effective - and more efficient.

Economic Development Tools for Counties

University B (Kelly Inn)

Counties can play a key role in expanding their tax base and creating jobs. This session will give you an overview of the tools Counties have at their disposal, including tax abatement, tax increment financing, and HRA's and EDA's. We will give a case study of how counties can strategically use these tools to leverage other resources and achieve their economic development goals.

Mental Health - Community Collaboration

Swishelm/Whitney (Part of the "Stockinger Suite" - 2nd Floor - Convention Center)

After receiving an appropriation from the Legislature, Beltrami County entered into a Jail Diversion Project centered on people with mental illness under arrest, or at risk of coming under arrest. Was there a better answer than the jail or the hospital emergency room? This workshop will show how a rural county pulled many community partners together to address the root issues and to give us options for people in a mental health crisis.

Drainage Authority Responsibilities - Public Drainage Systems

Weidner (Part of the "Opportunities Suite" - 1st Floor - Convention Center)

The presentation addresses the fundamental statutory obligations of Drainage Authorities (County and Joint County Boards) to the drainage systems for which they are responsible. The presentation will discuss basic statutory processes, administrative requirements and common pitfalls related to management of public drainage systems. Topics will include: inspections and maintenance; redeterminations of benefits; records management; finance and accounting; and joint drainage system management. The presentation will include ample time for Q&A.

Empowering Minnesota Youth with Skills to Lead for a Lifetime

University A (Kelly Inn)

Research shows that youth who are both highly engaged in enrichment activities and feel connected to caring adults are best equipped to lead successful lives. Unfortunately, a full 35% of Minnesota youth are missing these important experiences and connections. This workshop will explore how 4-H and other youth development organizations are partnering to meet the needs of all Minnesota youth. Attendees will discover how to ensure local youth have the skills they need to succeed.

3:30 - 5:00 p.m.

MCIT Annual Meeting

State/Sunwood (Kelly Inn)

Registration starts at 3:30 p.m. / Annual Meeting starts at 4:00 p.m.

3:45 - 4:45 p.m.

Concurrent Workshops II

Creating an Employee Led Culture of Continuous Engagement

Fandel/Marsh (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Employee engagement is a term that has been around awhile, and for many of us we know it is the leading indicator/metric for measuring future success for an organization/team. However, it has also been a point of continued frustration for many leaders, but that does not need to be the case. Follow the journey Wright County's Social/Human Services has experienced by putting the EMPLOYEE back in Employee Engagement by creating an employee led program.

The Choice of a Lifetime

University B (Kelly Inn)

As employees approach retirement, they will likely face a host of decisions that could significantly impact their financial future. One of the critical decisions they will make is filing for Social Security, which plays a major role in their broader retirement income plan. The choice on when to file could increase your annual benefit by as much as 76%. Making a sound decision about Social Security is critical to ensuring a sound financial future. It also requires a greater understanding of how Social Security income fits into overall retirement planning.

Jail Diversion: Yellow Line Project

Swishelm/Whitney (Part of the "Stockinger Suite" - 2nd Floor - Convention Center)

The Yellow Line Project is designed to provide an early response to individuals with mental or chemical health problems who have become involved with law enforcement and are not a risk to the community. This project enhances the resources and tools available to law enforcement so that residents of Blue Earth County get the right services at the right time and have strong incentives to participate.

Taking Off with Drones

Weidner Room (Part of the "Opportunities Suite" - 1st Floor - Convention Center)

Drones have become a widely adopted and affordable mainstream technology which offer many useful applications to the transportation industry. But can we just buy a drone and go fly? This session will highlight a number of industry specific drone applications and give a detailed account of the rules & regulations governing drone operation in Minnesota. It will outline the licensure, registration and insurance requirements and considerations necessary before you ever leave the ground.

Measles & Other Infectious Diseases: Local Public Health's Role in Preventing and Responding to Outbreaks

University A (Kelly Inn)

In 2017, Minnesota experienced its worst measles outbreak since 1990, exceeding the number of cases in all of the U.S. last year. When outbreaks occur, local public health must respond quickly. Learn about local public health's role in preventing the spread of infectious disease from counties directly and indirectly affected by the 2017 outbreak, why communities remain vulnerable to other outbreaks, and what is needed to better protect the public's health in the future.



5:00 - 6:00 p.m.

**Past Presidents Reception
Inside the Vendor Fair**
Terry Haws Exhibit Hall

6:00 - 8:00 p.m.

Dinner & Awards Banquet
Carlson Hall

- Presentation of MCIT's Annual Awards
- Presentation of AMC's Annual Awards
- Outgoing AMC President's Address
- Presentation of AMC President's Award

8:00 p.m.

County Choir Practice
Carlson Hall - Immediately following the banquet.

TUESDAY, DECEMBER 5

7:30 a.m.

Breakfast Buffet
Carlson Hall

8:00 a.m.

Amc Officer Elections

- Screening Committee Reports
- AMC Officer Candidate Presentations
- Elections

8:00 a.m. - 12:00 p.m.

Vendor Fair Open
Terry Haws Exhibit Hall

8:30 - 9:00 a.m.

Break - Inside Vendor Fair
Complete your Grand Prize Booth Stamp Map and drop it in the box at the AMC Registration Desk before the Vendor Fair ends at Noon to be eligible for the drawing at the close of the conference!

9:00 - 10:00 a.m.

Concurrent Workshops III

Performance Management Workshop - Part I
(Continues during the next workshop block)
Fandel/Marsh (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Gary Weiers has worked as a consultant for David Drown Associates since 2013. In his consulting role, he has conducted approximately 35 executive searches and done management and organizational consulting to cities and counties throughout Minnesota. Prior to joining DDA, Gary served as the Rice County Administrator for over 10 years. Prior to being a County Administrator, he was a Social Services Director, Social Services Supervisor and a Child Protection Social Worker.

What County Boards Need to Know
University B (Kelly Inn)

This session addresses the following topics: 1) The roles and responsibilities of governance (county boards); 2) How to read and interpret governmental financial statements; 3) How accounting standards affect the county's financial reporting; 4) How to know if your county is gaining or losing ground; and 5) How to spot signs of financial health, as well as red flags.

Planning to Win in the Long Run: Best Practices in Multi-Year Financial Projections
Swishhelm/Whitney (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Multi-year planning is a critical exercise for local governments, focused on addressing the underlying challenges faced today while moving your community toward a financially healthier tomorrow. An interactive presentation illustrating best practice concepts around this process will be delivered on PFM's dedicated strategic planning platform for local governments.

Then There Were 5

Weidner (Part of the "Opportunities Suite" - 1st Floor - Convention Center)

Work-life expectancy is expanding and organizational careers don't look the way they did before. This presentation will cover the now 5 generations in the workplace, their attributes, their influences, what they expect from the workplace, how to prevent workplace tension and what different approaches managers can do to motivate them. A must for anyone who supervises or manages.

Beyond The Right-Of-Way Line: Avoiding Drainage Missteps
University A (Kelly Inn)

More often than not, drainage related issues for roadway corridor managers are manifested as a result of drainage patterns outside of the Right-Of-Way. It is critical that drainage considerations are identified and evaluated during the project scoping and design phases. This presentation will identify numerous drainage related considerations that should be identified early in project development to avoid delays in design and construction, along with limiting long term liability.

9:00 - 11:30 a.m.

Group/Affiliate Meetings

- Minnesota Association of Community Corrections Act Counties (MACCAC)
Sunwood (Kelly Inn)
- Minnesota Association of County Planning & Zoning Administrators (MACPZA)
Congress (Kelly Inn)
- Minnesota Association of County Surveyors (MACS)
Board Room (Kelly Inn)
- Northern Land Use Coordinating Board and Consolidated Conservation/Natural Resources Board
State (Kelly Inn)

10:15 - 11:15 a.m.

Concurrent Workshops IV

Performance Management Workshop - Part II
(Continued from previous workshop block)
Fandel/Marsh (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Gary Weiers has worked as a consultant for David Drown Associates since 2013. In his consulting role, he has conducted approximately 35 executive searches and done management and organizational consulting to cities and counties throughout Minnesota. Prior to joining DDA, Gary served as the Rice County Administrator for over 10 years. Prior to being a County Administrator, he was a Social Services Director, Social Services Supervisor and a Child Protection Social Worker.

Structure and Staffing Levels: Are You in Balance?
University B (Kelly Inn)

The recession is over; a tepid recovery is underway. Given the impacts to discretionary state and federal spending, local governments are pressured to perform as never before. This presentation discusses how to optimize and align your Human Resource practices with your organization's strategic goals by focusing on getting your best talent working on your greatest needs at the right time. Strategic Workforce Planning offers much opportunity for the public sector at this particularly demanding time.

Getting It Right: Complying with Minnesota's Open Meeting Law
Swisshelm/Whitney (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

Elected officials are legally required to conduct business in a public forum. A violation of the Open Meeting Law can affect the credibility of the organization and its leaders, as well as expose them to litigation, fines and penalties. Session covers components of the law that often trip up commissioners and county staff and provides tips for sidestepping these pitfalls.

A County's Role In Creating A Successful Juvenile Justice Legacy
Weidner Room (Part of the "Opportunities Suite" - 1st Floor - Convention Center)

In 2015, Pine County partnered with the University of Minnesota and implemented a juvenile justice program based on the latest restorative justice research. The nationally-recognized program has been a success - reducing recidivism, decreasing county costs and engaging the community. The presenters will discuss how to build a successful juvenile restorative justice program through a partnership with the county board and other stakeholders. The presenters will also share examples of their program's successes.

One Watershed One Plan: What's in it for Counties?
University A (Kelly Inn)

This workshop will address common questions and concerns Counties may have about participating in the One Watershed One Plan water planning process. The presentation will include topics such as planning and implementation grants, work load expectations, financial and local control issues, and other key considerations and benefits that are specific to Counties. You will also hear perspectives directly from a panel of County officials who have been through or are in the midst of the One Watershed One Plan process and will have ample opportunity to ask questions.

11:15 - 11:45 a.m.

Break - Vendor Fair Finale!
Silent Auction Bidding Ends at 11:30 a.m.
SHARP!

11:15 a.m. - 12:45 p.m.

AMC Extension Committee
Coborn Room (Part of the "Herberger Suite" - 2nd Floor - Convention Center)

11:45 a.m.

Lunch Served
Carlson Hall
• Performance by AMC's County Choir

1:00 p.m.

AMC Business Meeting
Carlson Hall
• **Parliamentarian:**
Commissioner Randy Maluchnik, Carver County



• **Secretary/Treasurer Report**
Commissioner Mary Jo McGuire, Ramsey County

• **AMC Platform Amendments/Adoption**

• **Federal Update**
Dennis McGrann, Director of Federal Relations, Lockridge Grindal Nauen

• **Executive Director's Report**

• **2017 AMC President's Address**

3:00 p.m.

Grand Prize Drawing/Adjourn
You must be present to win!

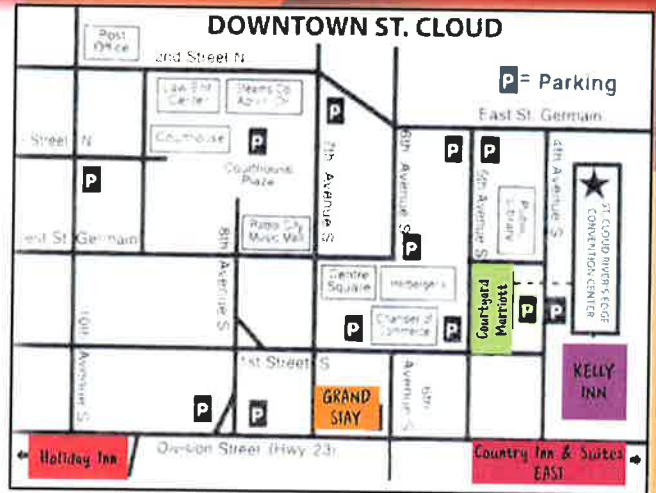
2017 ASSOCIATION OF MINNESOTA COUNTIES'
AMC ANNUAL CONFERENCE

LODGING

You are responsible for making your own hotel reservations, but you must mention the AMC room block to receive the group rates below.

AMC's "Last Minute" Lodging Cancellation Policy: In an attempt to have AMC members cancel their unneeded hotel rooms within a reasonable amount of time before the start of the conference so that AMC members on waiting lists have a chance to use cancelled rooms, AMC will invoice a \$100 cancellation fee for Best Western Kelly Inn or Courtyard Marriott cancellations made within the last week before the start of the conference (November 27 - December 4, 2017).

There will be shuttles again this year that continually circle between the Holiday Inn, Country Inn, GrandStay and the River's Edge Convention Center during conference hours.



BEST WESTERN PLUS KELLY INN

100 4th Avenue S.,
St. Cloud
Phone: 320-253-0606
or 1-800-528-1234

www.bestwesternstcloud.com

Per Night Rate:
\$91 Single/ \$101 Double
(government rate) + tax

Reservation Deadline:
11/3/17

COURTYARD MARRIOTT

404 W. St. Germain,
St. Cloud
Phone: 320-654-1661

www.marriott.com/hotels/travel/stccy-courtyard-st-cloud/

Per Night Rate:
\$142 Single
or Double + tax

Reservation Deadline:
11/3/17

HOLIDAY INN & SUITES

75 S. 37th Avenue
(at Hwys. 15 & 23), St. Cloud
Phone: 320-253-9000

www.holidayinn.com

Per Night Rate:
\$91 Standard Room/
\$104.95 Suite + tax

Reservation Deadline:
11/3/17

GRANDSTAY HOTEL

213 6th Avenue S.,
St. Cloud
Phone: 320-251-5400

www.grandstayhospitality.com

Per Night Rate:
\$109 + tax

Reservation Deadline:
11/3/17

COUNTRY INN & SUITES EAST

120 7th Avenue S.E.,
St. Cloud
Phone: 320-252-8282

www.countryinns.com

Per Night Rate:
\$95 + tax

Reservation Deadline:
11/3/17



Board of County Commissioners Agenda Request

4D
Agenda Item #

Requested Meeting Date: September 26, 2017

Title of Item: Enbridge Line 3 Replacement Project

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<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)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
---	--------------------------------------

Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 minutes
---	--

Summary of Issue:

A request has been made for a resolution showing Board support for Enbridge's Line 3 Replacement Project. Please see the attached draft resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt or deny the attached 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:*

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

ADOPTED September 26, 2017

By Commissioner: xx

20170926-0xx

In support of the Line 3 Replacement Project and Enbridge's Proposed Route

WHEREAS, Enbridge has been operating safely and successfully in our state for more than 65 years, with hundreds of employees and contractors that live, work and raise their families here in Minnesota;

WHEREAS, significant improvements to the nation's energy infrastructure are desperately needed in order to increase national security and energy independence and to ensure safe energy transportation;

WHEREAS, Enbridge places safety and environmental protection at the forefront of all its daily operations and major projects, and constantly improves procedures, technologies and training to reduce the potential for spills as well as improve results from remediation;

WHEREAS, Enbridge is currently investing more than \$2 billion in the Line 3 Replacement Project in Minnesota;

WHEREAS, the Line 3 Replacement Project will bring an additional tax revenue to the county, which will ease the burden for property owners;

WHEREAS, as a pump station community, the existing Enbridge infrastructure in our area provides good jobs, a strong tax base, and a good corporate neighbor;

WHEREAS, Line 3 Replacement will create approximately 1,500 family-sustaining jobs in Minnesota; about 50 percent hired from local union halls;

WHEREAS, any delay in the Line 3 Replacement Project, or any significant reroute, will prevent Aitkin County from benefiting from the significant positive economic impact that will result from this project;

WHEREAS, construction delays will limit the availability of employment for skilled craft workers;

WHEREAS, Enbridge has worked with all state and local authorities to determine the proposed route of the Line 3 Replacement across the state of Minnesota, respecting all impacts to people and the environment while fulfilling all applicable regulatory requirements;

NOW, THEREFORE, BE IT RESOLVED that Aitkin County extends its support for Enbridge's proposed Line 3 Replacement Project, their Preferred Route and their plan for deactivating the existing Line 3 and urges the Public Utilities Commission to adhere to an efficient permitting process for the Line 3 Replacement and to approve Enbridge's proposed route;

BE IT FURTHER RESOLVED that Enbridge be recognized for its longstanding performance and continual efforts to protect the environment, wildlife and habitats, as well as the people who live in the communities in which it operates.

FISCAL NOTE: There is no direct cost to Aitkin County resulting from the adoption of this resolution.

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}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of September 2017

Jessica Seibert
County Administrator



Aitkin County Board of Commissioners Agenda Request Form

5

Agenda Item #

Requested Meeting Date: September 26, 2017
Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Pratt
Aitkin County CARE Board			Westerlund
Aitkin County Community Corrections Advisory			Wedel and Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3 rd 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		Westerlund
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Pratt and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Pratt, Alt. Marcotte
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Pratt
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Pratt and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Marcotte
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund