

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS November 14, 2017 – BOARD AGENDA

- 9:00 1) J. Mark Wedel, County Board Chair
- A) Call to Order
  - B) Pledge of Allegiance
  - C) Board of Commissioners Meeting Procedure
  - D) Approval of Agenda
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File October 24, 2017 – November 13, 2017**
  - B) **Approve October 24, 2017 County Board Minutes**
  - C) **Approve Commissioner Warrants:**
    - 1. **Commissioner Warrants - Report 1**
    - 2. **Commissioner Warrants - Report 2**
  - D) **Approve Auditors Warrants – October/November School Advance**
  - E) **Approve October Manual Warrants**
  - F) **Accept Donations to STS:**
    - 1. **\$100 from Evangelical Lutheran Church of Beaver**
    - 2. **\$200 from Cedar Lake Norwegian Lutheran Church, and \$200 from Malmo Township**
  - G) **Adopt Resolution: LG230 Off-Site Gambling – Minnewawa Sportsmen's Club**
  - H) **Approve 2018 Fire Protection Contract with Ball Bluff Twp**
  - I) **Adopt Resolution: All-Terrain Vehicle Trail Funding**
  - J) **Adopt Resolution: Repurchase of Tax-Forfeited Land – Maudal**
  - K) **Approve Amended License Center Rental Agreement**
  - L) **Adopt Resolutions (5): Sponsorship of City of Aitkin Projects for LRIP**
  - M) **Approve MnCCC Agreement and Board Ratification Statement**
- 9:05 3) Sarah Hawkins, ECRL Resource Librarian
- A) **Minnesota Libraries Publishing Project**
- 9:30 4) Ross Wagner, Economic Development & Forest Industry Coordinator
- A) **Mille Lacs Scenic Byway Presentation**
  - B) **Accept Blandin Broadband Community Grants**
- 9:55 5) Scott Turner, Sheriff
- A) **Approve Mass Notification System**

- 10:10 6) Penny Harms, Veterans Service Officer  
A) Veterans Services Office Report
- 10:30 Honor Aitkin County Employee Veterans
- 11:00 7) Jessica Seibert, County Administrator  
A) Budget Committee Update
- 11:15 8) Committee Updates
- 11:45 Adjourn

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of October, 2017 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Don Niemi, Bill Pratt, and Anne Marcotte. Commissioner Westerlund was absent. County Administrator Jessica Seibert and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Pratt, seconded by Commissioner Marcotte and carried (4-0), all members voting yes to approve the October 24, 2017 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
October 24, 2017**

**Attendance**

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of October, 2017 at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Anne Marcotte, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Accounting Technician Carli Goble, Financial Services Supervisor Jessi Goble, Child Support Supervisor Ruth Sundermeyer, Social Services Supervisor-Children’s Services Jessi Schultz, Social Services Supervisor-Adult Services Kim Larson, Social Services Intern Jennifer Henke, Health & Human Services Administrative Assistant Shawn Speed, and Guests: Bob Marcum/H&HS Advisory Committee Member, Roberta Elvecrog/H&HS Advisory Committee Member, Penny Olson/H&HS Advisory Committee Member, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

**Agenda**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the October 24, 2017 Health & Human Services Board agenda.

**Minutes**

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the September 26, 2017 Health and Human Services Board minutes.

**Bills**

Carli Goble, Accounting Technician, presented the bills to the board. Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the bills.

**Health & Human Services Director Reports**

**Legislative Updates** – Cynthia Bennett, H&HS Director reported that she attended the AMC District 1 meeting last week with Jessica Siebert, Commissioner Pratt, and Commissioner Niemi and at the meeting the members listed out their top 15 priority statements. The number one priority among all of the members was to support any proposal that supports the mental health continuation of care through regional triage centers for crisis intervention and the creation of new housing options. Specifically

**CALL TO ORDER**

**APPROVED  
AGENDA**

**HEALTH & HUMAN  
SERVICES BOARD**

the statement deals with the Regional Treatment Centers.

**Child Support Info graphic** – Ruth Sundermeyer, Child Support Supervisor, reported that the handout covers the state as a whole from October of 2016 to September of 2017, the state fiscal year. It reflects the impact that Child Support system has on the state. Ruth also gave the commissioners background/history lesson on the Child Support System.

**Financial Reports**

Carli Goble reviewed the financial statement for the board-

- 1) We are on budget overall.
- 2) Foster Care still a high cost.
- 3) Fund Balance has been decreasing over the course of the last few years.
- 4) We will be around 83% of the budget by the end of October.

**Committee Reports**

**H&HS Advisory Committee** – Commissioner Westerlund and/or Pratt

- 1) Committee member Bob Marcum, Penny Olson, and Roberta Elvecrog provided details of their last meeting, held October 4, 2017.
  - a. Was a good, short meeting.
  - b. Bob talked about his involvement with a Public Health Nuisance cleanup he helped with in Salo Township and how he appreciated all of the help various community organizations, such as ANGEL’s, gave to the project.

**CJI Update** – Commissioner Westerlund

- 1) In Commissioner Westerlund’s absence, Jessi Schultz, Social Services Supervisor-Children’s Services, gave an updater about CJI. She mentioned that they talked about foster care placement and foster home locations.

Next Meeting – November 28, 2017

Break: 10:01 a.m. to 10:23 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: October 10, 2017 to October 24, 2017; B) Approve County Board Minutes: October 10, 2017; C) Approve Commissioner Warrants: General Fund \$111,718.65, Road & Bridge \$35,354.21, Health & Human Services \$199.66, Debt Service \$22,278.68, State \$555.00, Trust \$21,616.93, Forest Development \$6,340.51, Agency \$18,721.78, Long Lake Conservation Center \$9,568.39, Parks \$1,281.40 for a total of \$227,635.21; D) Approve Auditor Warrants – September Sales & Use Tax: General Fund \$474.79, Road & Bridge \$1,664.40, State \$7,717.50, Trust \$86.67, Forest Development \$-0.11, Long Lake Conservation Center \$74.23, Parks \$225.71 for a total of \$10,243.19; E) Approve County Administrator’s Performance Evaluation Summary; F) Accept \$2,000 Donation to STS from the McGregor Area Lions Club; G) Approve Request to Allow the DAV Mobile Office to Park in the West Courthouse Parking Lot on November 1, 2017 from 8:00 a.m. to 3:30 p.m.; H) Authorize Sale of Excess Materials/Equipment – Highway Dept.; I) Approve Temporary 3.2% Malt Liquor License – Jacobson Volunteer Fire Dept.; J) Adopt Resolution: Final Contract Payment – Contract No. 20152; K) Adopt Resolution: Local Road Improvement Program

**HHS BOARD  
ADJOURNS**

**BREAK**

**CONSENT  
AGENDA**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for November 10, 2017:

On Sale

Jacobson Community Fire Dept., d/b/a Jacobson Volunteer Fire Dept. – Ball Bluff Township

**TEMPORARY ON SALE 3.2 MALT LIQUOR LICENSE JACOBSON COMMUNITY FIRE DEPT.**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to adopt resolution – Final Contract Payment – Contract No. 20152:

**WHEREAS**, Contract No. 20152 has in all been completed, and the County Board being fully advised in the premises.

**NOW THEN, BE IT RESOLVED** that the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Central Specialties in the amount of \$117,132.94.

**RESOLUTION 20171024-077 FINAL CONTRACT PAYMENT – CONTRACT NO. 20152**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to adopt resolution – Local Road Improvement Program:

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**RESOLUTION 20171024-078 LOCAL ROAD IMPROVEMENT PROGRAM**

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, S.A.P. 01-612-021 is an eligible local project on Aitkin County State Aid Highway No. 12 that is currently seeking funding for construction during the 2018 construction season.

**NOW THEREFORE BE IT RESOLVED**, that Aitkin County hereby supports the submission of S.A.P. 01-612-021 for consideration for 2017 Local Road Improvement Program funding.

Bobbie Danielson, Human Resources Director discussed Personnel Committee recommendations with the Board.

**PERSONNEL COMMITTEE**

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to create a new OSS position in HHS effective October 24, 2017.

**OFFICE SUPPORT SPECIALIST - HHS**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to restructure in the Sheriff's Office to provide a full-time Jail Program Coordinator by January 1, 2018.

**JAIL PROGRAM COORDINATOR**

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried (4-0), all members voting yes to accept Minnesota Life's bid effective January 1, 2017, with Guaranteed Issue, as presented.

It was announced that the County Board will honor employee veterans during the County Board meeting on Tuesday, November 14, 2017 at 10:30 a.m.

Lori Grams, County Treasurer reviewed the 2017 Third Quarter Investment Report with the Board.

Mike Dangers, County Assessor discussed non-profit organizations and property taxes with the Board.

Cathy Buhlmann, Land Asset Manager and Mark Jacobs, Land Commissioner discussed a request to apply for repurchase of tax forfeited property on terms. Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried (4-0), all members voting yes to move forward with the repurchase application on terms, with the understanding that the Board will be updated regularly. A resolution will be brought to the Board for formal approval at the November 14, 2017 County Board meeting. The Board consensus is to allow the applicant to continue living on the property between now and adoption of the formal resolution on November 14, 2017.

John Welle, County Engineer reviewed the 2018-2022 Capital Road Improvement Plan with Board, including:

- 2016-2017 Completed Projects
- Methodology Used to Select Projects
- Draft of Proposed Projects to be Added in 2021/2022
- Proposed Process for Implementation of 2018-2022 Plan

Ross Wagner, Economic Development & Forest Industry Coordinator reviewed the Small Cities Development Program (SCDP) with the Board and asked the Board for support. Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adopt resolution – Small City Development Project:

**BE IT RESOLVED** that Aitkin County act as the legal sponsor for the Small City Development Program project contained in the Application to be submitted on November 9, 2017 and that Jessica Seibert, Aitkin County Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Aitkin County, Minnesota, and

**BE IT FURTHER RESOLVED** that Aitkin County has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life, and

**BE IT FURTHER RESOLVED** that Aitkin County has not violated any Federal, State or

**MINNESOTA LIFE**

**EMPLOYEE VETERANS**

**3<sup>RD</sup> QUARTER INVESTMENT REPORT**

**NON-PROFITS & PROPERTY TAXES**

**REQUEST TO REPURCHASE ON TERMS**

**2018-2022 CAPITAL ROAD IMPROVEMENT PLAN**

**RESOLUTION 20171024-079 SMALL CITY DEVELOPMENT PROJECT**

local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice, and

**BE IT FURTHER RESOLVED** that upon approval of its application by the State of Minnesota, Aitkin County may enter into an agreement with the State of Minnesota for the approved project, and that Aitkin County certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

**NOW, THEREFORE BE IT RESOLVED** that Jessica Seibert, County Administrator or successor in office, is hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of Aitkin County.

Ross Wagner, Economic Development & Forest Industry Coordinator discussed a request for the Trust for Public Land to purchase Mississippi River frontage from Aitkin Growth and deed it over to Aitkin County. A meeting will be scheduled with the Aitkin Airport Commission for further discussion. No action was taken.

Jessica Seibert, County Administrator reviewed the 2017 Third Quarter Budget with the Board.

The Board discussed: Arrowhead Counties, MHB, ARDC, Snake River, Sandy Lake Management, AMC District 1 Mtg., All Hazard Workshop, AIS, Assoc. of Townships, TZD, and Opioids Mtg.

Motion by Commissioner Marcotte seconded by Commissioner Niemi and carried (4-0), all members voting to adjourn the meeting at 1:06 p.m. until Tuesday, November 14, 2017 at 9:00 a.m.

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

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Jessica Seibert, County Administrator

**AITKIN GROWTH  
LAND EXCHANGE**

**3<sup>RD</sup> QUARTER  
BUDGET REVIEW**

**BOARD  
DISCUSSION**

**ADJOURN**

2 C 1

DKB1  
10/30/17 2:02PM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# 1

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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           |
| 1      | DEPT                           |        | Commissioners           |               |                             |
| 10200  | Marcotte/Anne Marie            |        |                         |               |                             |
|        | 01-001-000-0000-6332           |        | Hotel/AMC Fall Meeting  | 10/12/17      | Hotel / Motel Lodging       |
| 10200  | Marcotte/Anne Marie            |        |                         |               |                             |
|        |                                | 131.35 |                         |               |                             |
|        |                                | 131.35 | 1 Transactions          |               |                             |
| 6097   | Verizon Wireless               |        |                         |               |                             |
|        | 01-001-000-0000-6250           |        | cell phone charges      | 286287802     | Telephone                   |
| 6097   | Verizon Wireless               |        |                         |               |                             |
|        |                                | 31.52  |                         |               |                             |
|        |                                | 31.52  | 1 Transactions          |               |                             |
| 1      | DEPT Total:                    |        | Commissioners           | 2 Vendors     | 2 Transactions              |
|        |                                | 162.87 |                         |               |                             |
| 12     | DEPT                           |        | Court Administration    |               |                             |
| 8175   | Centurylink                    |        |                         |               |                             |
|        | 01-012-000-0000-6250           |        | LD/LOCAL Q4             | 313645966     | Telephone                   |
| 8175   | Centurylink                    |        |                         |               |                             |
|        |                                | 325.56 |                         |               |                             |
|        |                                | 325.56 | 1 Transactions          |               |                             |
| 5176   | Wetzel Law Firm                |        |                         |               |                             |
|        | 01-012-000-0000-6232           |        | Fees 01- PX- 99- 99     | 11298         | Attorney Services           |
| 5176   | Wetzel Law Firm                |        |                         |               |                             |
|        |                                | 150.00 |                         |               |                             |
|        |                                | 150.00 | 1 Transactions          |               |                             |
| 12     | DEPT Total:                    |        | Court Administration    | 2 Vendors     | 2 Transactions              |
|        |                                | 475.56 |                         |               |                             |
| 40     | DEPT                           |        | Auditor                 |               |                             |
| 88012  | Aitkin Co Auditor              |        |                         |               |                             |
|        | 01-040-021-0000-6205           |        | Postage                 |               | Postage                     |
| 88012  | Aitkin Co Auditor              |        |                         |               |                             |
|        |                                | 200.00 |                         |               |                             |
|        |                                | 200.00 | 1 Transactions          |               |                             |
| 783    | Canon Financial Services, Inc  |        |                         |               |                             |
|        | 01-040-000-0000-6231           |        | Contract Charge- 026    | 17838179      | Services, Labor, Contracts  |
| 783    | Canon Financial Services, Inc  |        |                         |               |                             |
|        |                                | 220.24 |                         |               |                             |
|        |                                | 220.24 | 1 Transactions          |               |                             |
| 8175   | Centurylink                    |        |                         |               |                             |
|        | 01-040-000-0000-6250           |        | LD/LOCAL                | 313645966     | Telephone                   |
|        | 01-040-021-0000-6250           |        | Local phone service     | 314154028     | License Center- Phone       |
| 8175   | Centurylink                    |        |                         |               |                             |
|        |                                | 24.72  |                         |               |                             |
|        |                                | 305.63 |                         |               |                             |
|        |                                | 330.35 | 2 Transactions          |               |                             |
| 10185  | Centurylink Communications Inc |        |                         |               |                             |
|        | 01-040-021-0000-6250           |        | September Long Distance | 320146217     | License Center- Phone       |
|        |                                | 146.34 |                         |               |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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 |          |                              |                |                             |
|                                      | 146.34   |                              | 1 Transactions |                             |
| 1457 CPS Technology Solutions, Inc   |          |                              |                |                             |
| 01- 040- 000- 0000- 6231             | 26.40    | November maintenance         | 373405         | Services, Labor, Contracts  |
| 1457 CPS Technology Solutions, Inc   | 26.40    |                              | 1 Transactions |                             |
| 9844 Huhta/Sally                     |          |                              |                |                             |
| 01- 040- 000- 0000- 6330             | 102.66   | Mileage/Cash Drawer Training | 236@.435       | Transportation & Travel     |
| 9844 Huhta/Sally                     | 102.66   |                              | 1 Transactions |                             |
| 3267 Peysar/Kirk                     |          |                              |                |                             |
| 01- 040- 000- 0000- 6330             | 54.57    | Mileage/MCIS Board Meeting   | 102@.535       | Transportation & Travel     |
|                                      |          | 10/19/2017 10/19/2017        | 0              |                             |
| 01- 040- 000- 0000- 6330             | 32.10    | Mileage/election equip demo  | 60@.535        | Transportation & Travel     |
|                                      |          | 10/18/2017 10/18/2017        | 0              |                             |
| 3267 Peysar/Kirk                     | 86.67    |                              | 2 Transactions |                             |
| 86235 The Office Shop Inc            |          |                              |                |                             |
| 01- 040- 000- 0000- 6405             | 44.21    | Office Supplies              | 1034237- 0     | Office & Computer Supplies  |
| 01- 040- 021- 0000- 6405             | 7.99     | phone cord                   | 294930- 0      | Office & Computer Supplies  |
| 01- 040- 021- 0000- 6405             | 7.49     | Ribbon, Sharpie              | 294970- 0      | Office & Computer Supplies  |
| 86235 The Office Shop Inc            | 59.69    |                              | 3 Transactions |                             |
| 40 DEPT Total:                       | 1,172.35 | Auditor                      | 8 Vendors      | 12 Transactions             |
| 42 DEPT                              |          | Treasurer                    |                |                             |
| 8175 Centurylink                     |          |                              |                |                             |
| 01- 042- 000- 0000- 6250             | 10.84    | LD/LOCAL                     | 313645966      | Telephone                   |
| 8175 Centurylink                     | 10.84    |                              | 1 Transactions |                             |
| 14330 US Bank                        |          |                              |                |                             |
| 01- 042- 000- 0000- 6625             | 117.53   | Ricoh Contract               | 341578292      | Office Equipment            |
| 14330 US Bank                        | 117.53   |                              | 1 Transactions |                             |
| 42 DEPT Total:                       | 128.37   | Treasurer                    | 2 Vendors      | 2 Transactions              |
| 43 DEPT                              |          | Assessor                     |                |                             |
| 8175 Centurylink                     |          |                              |                |                             |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| Vendor Name                          | Rpt  | Warrant Description | Invoice #                      | Account/Formula Description |
|--------------------------------------|------|---------------------|--------------------------------|-----------------------------|
| No. Account/Formula                  | Accr | Amount              | Service Dates                  | On Behalf of Name           |
|                                      |      |                     | Paid On Bhf #                  |                             |
| 8175 Centurylink                     |      | 22.58               | LD/LOCAL                       | Telephone                   |
|                                      |      | 22.58               |                                | 1 Transactions              |
| 4885 Tibbetts/Lori Ruth              |      | 8.90                | Meal/Lead Class Chanhassen     | Meals (Overnight)           |
|                                      |      | 8.90                |                                | 1 Transactions              |
| 6097 Verizon Wireless                |      | 147.68              | monthly cell phone bill        | Telephone                   |
|                                      |      | 147.68              |                                | 1 Transactions              |
| <b>43 DEPT Total:</b>                |      | <b>179.16</b>       | <b>Assessor</b>                | <b>3 Vendors</b>            |
|                                      |      |                     |                                | <b>3 Transactions</b>       |
| <b>44 DEPT</b>                       |      |                     | <b>Central Services</b>        |                             |
| 783 Canon Financial Services, Inc    |      | 326.43              | copier contract charge-031     | Services, Labor, Contracts  |
|                                      |      | 326.43              |                                | 1 Transactions              |
| 8175 Centurylink                     |      | 5.87                | LD/LOCAL                       | Telephone                   |
|                                      |      | 5.87                |                                | 1 Transactions              |
| 10185 Centurylink Communications Inc |      | 0.41                | Toll Free Charges              | Telephone                   |
|                                      |      | 0.41                |                                | 1 Transactions              |
| 1010 City Of Aitkin                  |      | 7,748.83            | 2017 2nd 1/2 abate cnty market | Tax Abatements              |
|                                      |      | 7,748.83            |                                | 1 Transactions              |
| 1181 Crow Wing Co Auditor- Treasurer |      | 11,717.85           | CMCC Aitkin Retiree Health Ins | Services, Labor, Contracts  |
|                                      |      |                     | 07/01/2017 12/31/2017          | 1115 0                      |
|                                      |      |                     |                                | 1 Transactions              |
| 8691 Northland Hydraulic Service     |      | 850.00              | 2017 Tax Abatement             | Tax Abatements              |
|                                      |      | 850.00              |                                | 1 Transactions              |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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>Service Dates</u>          | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 13845 SB PHARMACY LLC<br>01-044-100-0000-6800                          |             | Tax Abatement                 | 59-1-039306          | Tax Abatements                     |
| 13845 SB PHARMACY LLC  |             | 1 Transactions                |                      |                                    |
| 44 DEPT Total:   | 22,036.75   | Central Services              | 7 Vendors            | 7 Transactions                     |
| 45 DEPT  |             | Motor Pool                    |                      |                                    |
| 13934 Tire Barn<br>01-045-000-0000-6302                                | 131.32      | #3 replace bad tire           | 40633                | Car Maintenance                    |
| 13934 Tire Barn  | 131.32      | 1 Transactions                |                      |                                    |
| 45 DEPT Total:   | 131.32      | Motor Pool                    | 1 Vendors            | 1 Transactions                     |
| 49 DEPT  |             | Information Technologies      |                      |                                    |
| 5245 Bennett/Steve<br>01-049-000-0000-6330                             | 46.11       | LASO training                 | 106@.435             | Transportation & Travel & Parking  |
| 5245 Bennett/Steve   | 46.11       | 1 Transactions                |                      |                                    |
| 8175 Centurylink<br>01-049-000-0000-6250                               | 31.83       | LD/LOCAL                      | 313645966            | Telephone                          |
| 8175 Centurylink   | 31.83       | 1 Transactions                |                      |                                    |
| 6097 Verizon Wireless<br>01-049-000-0000-6250                          | 35.01       | October renewal               | 386695110            | Telephone                          |
| 6097 Verizon Wireless  | 35.01       | 1 Transactions                |                      |                                    |
| 49 DEPT Total:   | 112.95      | Information Technologies      | 3 Vendors            | 3 Transactions                     |
| 52 DEPT  |             | Administration/Personnel Dept |                      |                                    |
| 8175 Centurylink<br>01-052-000-0000-6250                               | 30.59       | LD/LOCAL                      | 313645966            | Telephone                          |
| 8175 Centurylink   | 30.59       | 1 Transactions                |                      |                                    |
| 13412 Pemberton, Sorlie, Rufer & Kershner PLLI<br>01-052-000-0000-6232 | 10.50       | legal Asst. .1@\$105.00       |                      | Attorney Services                  |
| 01-052-000-0000-6232   | 34.00       | partner .2@\$170.00           |                      | Attorney Services                  |
| 01-052-000-0000-6232   | 21.00       | Legal Asst. .2@\$105.00       |                      | Attorney Services                  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| Vendor Name | No. | Account/Formula                          | Accr | Rpt | Amount | Warrant Description            | Invoice #      | Account/Formula Description       |
|-------------|-----|--|------|-----|--------|--------------------------------|----------------|-----------------------------------|
|             |     |  |      |     |        | Service Dates                  | Paid On Bhf #  | On Behalf of Name                 |
| 13412       |     | Pemberton, Sorlie, Rufer & Kershner PLLI |      |     | 65.50  |                                |                |                                   |
|             |     |  |      |     |        | 3 Transactions                 |                |                                   |
| 52          |     | DEPT Total:                              |      |     | 96.09  | Administration/Personnel Dept  | 2 Vendors      | 4 Transactions                    |
| 60          |     | DEPT                                     |      |     |        | Elections                      |                |                                   |
| 11051       |     | Department of Human Services             |      |     |        |                                |                |                                   |
|             |     | 01-060-000-0000-6405                     |      |     | 119.06 | Mailing services               | A300IC01175I   | Office & Computer Supplies        |
| 11051       |     | Department of Human Services             |      |     | 119.06 |                                | 1 Transactions |                                   |
| 60          |     | DEPT Total:                              |      |     | 119.06 | Elections                      | 1 Vendors      | 1 Transactions                    |
| 90          |     | DEPT                                     |      |     |        | Attorney                       |                |                                   |
| 117         |     | Aitkin County Sheriff                    |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6250                     |      |     | 18.33  | Ratz Cell Phone                | 17-0718        | Telephone                         |
| 117         |     | Aitkin County Sheriff                    |      |     | 18.33  |                                | 1 Transactions |                                   |
| 8175        |     | Centurylink                              |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6250                     |      |     | 39.17  | LD/LOCAL                       | 313645966      | Telephone                         |
| 8175        |     | Centurylink                              |      |     | 39.17  |                                | 1 Transactions |                                   |
| 10185       |     | Centurylink Communications Inc           |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6250                     |      |     | 0.51   | Toll Free Charges              | 320295974      | Telephone                         |
| 10185       |     | Centurylink Communications Inc           |      |     | 0.51   |                                | 1 Transactions |                                   |
| 89541       |     | Culligan                                 |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6213                     |      |     | 40.50  | monthly water supplies         | 150x00922104   | Drug & Forfeiture Ms387.213       |
| 89541       |     | Culligan                                 |      |     | 40.50  |                                | 1 Transactions |                                   |
| 3520        |     | NDAA                                     |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6240                     |      |     | 105.00 | 2018 membership dues           | 114485         | Dues & Registration Fee           |
| 3520        |     | NDAA                                     |      |     | 105.00 |                                | 1 Transactions |                                   |
| 9489        |     | Redwood Toxicology Laboratory, Inc       |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6213                     |      |     | 185.93 | testing for pretrial defendnts | 12289120179    | Drug & Forfeiture Ms387.213       |
| 9489        |     | Redwood Toxicology Laboratory, Inc       |      |     | 185.93 |                                | 1 Transactions |                                   |
| 4139        |     | Roggenkamp-Rakotz/Lisa M                 |      |     |        |                                |                |                                   |
|             |     | 01-090-000-0000-6330                     |      |     | 171.20 | Travel to the Commitment       | 320@.535       | Transportation & Travel & Parking |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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              |   |                                     |
| 4139 Roggenkamp- Rakotz/Lisa M           |      | 171.20              | 09/29/2017 09/29/2017<br>1 Transactions |                                     |
| 3578 Skaj/Karen                          |      |                     |   |                                     |
| 01- 090- 000- 0000- 6233                 |      | 49.00               | Transcript Billing                      | 2017- 10 Court Reporter Services    |
| 3578 Skaj/Karen                          |      | 49.00               | 1 Transactions                          |                                     |
| 86235 The Office Shop Inc                |      |                     |   |                                     |
| 01- 090- 000- 0000- 6625                 |      | 27.20               | Labels                                  | 1033651- 0 Office Equipment         |
| 01- 090- 000- 0000- 6625                 |      | 275.11              | Chair/Footrest- Lisa Stay               | 1033771- 0 Office Equipment         |
| 86235 The Office Shop Inc                |      | 302.31              | 2 Transactions                          |                                     |
| 5173 THOMSON REUTERS- WEST PUBLISHING    |      |                     |   |                                     |
| 01- 090- 000- 0000- 6406                 |      | 1,301.14            | September Information Charges           | 836909834 Law Publ. & Subscriptions |
| 5173 THOMSON REUTERS- WEST PUBLISHING    |      | 1,301.14            | 1 Transactions                          |                                     |
| 90 DEPT Total:                           |      | 2,213.09            | Attorney                                | 10 Vendors 11 Transactions          |
| 100 DEPT                                 |      |                     | Recorder                                |                                     |
| 8175 Centurylink                         |      |                     |   |                                     |
| 01- 100- 000- 0000- 6250                 |      | 18.06               | LD/LOCAL                                | 313645966 Telephone                 |
| 8175 Centurylink                         |      | 18.06               | 1 Transactions                          |                                     |
| 8525 Mn Dept Of Transportation           |      |                     |   |                                     |
| 01- 100- 000- 0000- 5529                 |      | 46.00               | MN DOT overpayment/refund               | R#2229 County Recorder Fees         |
| 8525 Mn Dept Of Transportation           |      | 46.00               | 1 Transactions                          |                                     |
| 100 DEPT Total:                          |      | 64.06               | Recorder                                | 2 Vendors 2 Transactions            |
| 110 DEPT                                 |      |                     | Courthouse Maintenance                  |                                     |
| 8239 Ameripride Linen & Apparel Services |      |                     |   |                                     |
| 01- 110- 000- 0000- 6422                 |      | 39.45               | mop dry & mop dry handle                | 2200974944 Janitorial Supplies      |
| 8239 Ameripride Linen & Apparel Services |      | 39.45               | 1 Transactions                          |                                     |
| 8175 Centurylink                         |      |                     |   |                                     |
| 01- 110- 000- 0000- 6250                 |      | 5.08                | LD/LOCAL                                | 313645966 Phone                     |
| 8175 Centurylink                         |      | 5.08                | 1 Transactions                          |                                     |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| Vendor | Name                                   | Rpt      | Warrant Description           | Invoice #      | Account/Formular Description |
|--------|--|----------|-------------------------------|----------------|------------------------------|
| No.    | Account/Formula                        | Accr     | Service Dates                 | Paid On Bhf #  | On Behalf of Name            |
| 88628  | Dalco                                  |          | toilet tissue,white hard roll | 3236536        | Janitorial Supplies          |
|        | 01- 110- 000- 0000- 6422               |          |                               |                |                              |
| 88628  | Dalco                                  |          |                               |                |                              |
|        |  | 152.01   |                               |                |                              |
|        |  | 152.01   |                               | 1 Transactions |                              |
| 2186   | Hillyard Inc - Kansas City             |          | 50 bags ice melter            | 602733787      | Janitorial Supplies          |
|        | 01- 110- 000- 0000- 6422               |          |                               |                |                              |
| 2186   | Hillyard Inc - Kansas City             |          |                               |                |                              |
|        |  | 574.00   |                               |                |                              |
|        |  | 574.00   |                               | 1 Transactions |                              |
| 9524   | Hudrlik Carpet & Tile                  |          | Gray stair tred               | 22898          | Janitorial Supplies          |
|        | 01- 110- 000- 0000- 6422               |          |                               |                |                              |
| 9524   | Hudrlik Carpet & Tile                  |          |                               |                |                              |
|        |  | 172.48   |                               |                |                              |
|        |  | 172.48   |                               | 1 Transactions |                              |
| 9692   | Minnesota Energy Resources Corporation |          | Gas- Courthouse               | 0506823754     | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          |                               |                |                              |
| 9692   | Minnesota Energy Resources Corporation |          |                               |                |                              |
|        |  | 188.33   |                               |                |                              |
|        |  | 188.33   |                               | 1 Transactions |                              |
| 3950   | Public Utilities                       |          | Courthouse                    |                | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          |                               |                |                              |
|        | 01- 110- 000- 0000- 6254               |          | Old County Garage             |                | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          | Jail West Annex               |                | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          | CH Building Coordinator       |                | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          | Glarco                        |                | Utilities & Heating          |
|        | 01- 110- 000- 0000- 6254               |          | LA Tool Building              |                | Utilities & Heating          |
| 3950   | Public Utilities                       |          |                               |                |                              |
|        |  | 2,009.47 |                               |                |                              |
|        |  | 28.46    |                               |                |                              |
|        |  | 447.92   |                               |                |                              |
|        |  | 114.02   |                               |                |                              |
|        |  | 90.03    |                               |                |                              |
|        |  | 246.62   |                               |                |                              |
|        |  | 2,936.52 |                               | 6 Transactions |                              |
| 10698  | Stericycle,Inc                         |          | monthly steri- safe billing   | 4007400775     | Garbage                      |
|        | 01- 110- 000- 0000- 6255               |          |                               |                |                              |
| 10698  | Stericycle,Inc                         |          |                               |                |                              |
|        |  | 30.10    |                               |                |                              |
|        |  | 30.10    |                               | 1 Transactions |                              |
| 6097   | Verizon Wireless                       |          | cell phone charges            | 286287802      | Phone                        |
|        | 01- 110- 000- 0000- 6250               |          |                               |                |                              |
| 6097   | Verizon Wireless                       |          |                               |                |                              |
|        |  | 31.38    |                               |                |                              |
|        |  | 31.38    |                               | 1 Transactions |                              |
| 110    | DEPT Total:                            |          | Courthouse Maintenance        | 9 Vendors      | 14 Transactions              |
|        |  | 4,129.35 |                               |                |                              |
| 120    | DEPT                                   |          | Service Officer               |                |                              |
| 10452  | AT&T Mobility                          |          | Foundation Account            | 287270539560   | Telephone                    |
|        | 01- 120- 000- 0000- 6250               |          |                               |                |                              |
|        |  | 62.15    |                               |                |                              |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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                       |
| 10452  | AT&T Mobility                  |          |                          |                |   |
|        |                                | 62.15    |                          | 1 Transactions |   |
| 8175   | Centurylink                    |          |                          |                |   |
|        | 01- 120- 000- 0000- 6250       | 48.43    | LD/LOCAL                 | 313645966      | Telephone                               |
| 8175   | Centurylink                    | 48.43    |                          | 1 Transactions |   |
| 10185  | Centurylink Communications Inc |          |                          |                |   |
|        | 01- 120- 000- 0000- 6250       | 1.52     | Toll Free Charges        | 320295974      | Telephone                               |
| 10185  | Centurylink Communications Inc | 1.52     |                          | 1 Transactions |   |
| 120    | DEPT Total:                    | 112.10   | Service Officer          | 3 Vendors      | 3 Transactions                          |
| 122    | DEPT                           |          | Planning & Zoning        |                |   |
| 86222  | Aitkin Independent Age         |          |                          |                |   |
|        | 01- 122- 000- 0000- 6230       | 112.88   | BOA Hearing 10/4/17      | 1482           | Printing, Publishing & Adv              |
| 86222  | Aitkin Independent Age         | 112.88   |                          | 1 Transactions |   |
| 783    | Canon Financial Services, Inc  |          |                          |                |   |
|        | 01- 122- 000- 0000- 6231       | 248.73   | copier charges- 029      | 17838181       | Services, Labor, Contracts, Programming |
| 783    | Canon Financial Services, Inc  | 248.73   |                          | 1 Transactions |   |
| 8175   | Centurylink                    |          |                          |                |   |
|        | 01- 122- 000- 0000- 6250       | 115.48   | LD/LOCAL                 | 313645966      | Telephone                               |
| 8175   | Centurylink                    | 115.48   |                          | 1 Transactions |   |
| 13066  | Hargrave/Bryan                 |          |                          |                |   |
|        | 01- 122- 000- 0000- 6230       | 3,500.00 | Contract Inspections     | 10@350.00      | Printing, Publishing & Adv              |
|        |                                |          | 10/16/2017               | 10/27/2017     | 0                                       |
| 13066  | Hargrave/Bryan                 | 3,500.00 |                          | 1 Transactions |   |
| 86235  | The Office Shop Inc            |          |                          |                |   |
|        | 01- 122- 000- 0000- 6625       | 178.39   | Office Chair             | 294988- 0      | Office Equipment                        |
| 86235  | The Office Shop Inc            | 178.39   |                          | 1 Transactions |   |
| 6097   | Verizon Wireless               |          |                          |                |   |
|        | 01- 122- 000- 0000- 6250       | 41.52    | monthly cellular charges | 380690138      | Telephone                               |
| 6097   | Verizon Wireless               | 41.52    |                          | 1 Transactions |   |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| 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>Service Dates</u>       | <u>Paid On Bhf #</u>           | <u>On Behalf of Name</u>               |
| 122 DEPT Total:  |             | 4,197.00                   | Planning & Zoning              | 6 Vendors<br>6 Transactions            |
| 200 DEPT   |             |                            | Enforcement                    |  |
| 86359 Aitkin Co Attorney<br>01- 200- 039- 0000- 6425               |             | 1,275.00                   | permit to carry consultations  | July- September<br>Gun Permit Expenses |
| 86359 Aitkin Co Attorney   |             | 1,275.00                   |                                | 1 Transactions                         |
| 14568 Axon Enterprise, Inc<br>01- 200- 000- 0000- 6405             |             | 89.88                      | XDPM battery pack              | SI1505985<br>Office Supplies           |
| 14568 Axon Enterprise, Inc   |             | 89.88                      |                                | 1 Transactions                         |
| 8175 Centurylink<br>01- 200- 000- 0000- 6250                       |             | 119.43                     | LD/LOCAL                       | 313645966<br>Telephone                 |
| 8175 Centurylink   |             | 119.43                     |                                | 1 Transactions                         |
| 10185 Centurylink Communications Inc<br>01- 200- 000- 0000- 6250   |             | 5.67                       | Toll Free Charges              | 320295974<br>Telephone                 |
| 10185 Centurylink Communications Inc                               |             | 5.67                       |                                | 1 Transactions                         |
| 1339 Dennis' Towing<br>01- 200- 000- 0000- 6359                    |             | 192.00                     | tow pickup w/ 4- wheeler       | 17- 2889<br>Wrecker Service            |
| 1339 Dennis' Towing  |             | 192.00                     |                                | 1 Transactions                         |
| 5756 KEEPRS, Inc<br>01- 200- 000- 0000- 6410                       |             | 7.99                       | badge refurbishing #206, jaile | 356417<br>Clothing Allowance           |
| 5756 KEEPRS, Inc   |             | 7.99                       |                                | 1 Transactions                         |
| 5892 McGregor Printing & Graphics, Inc<br>01- 200- 000- 0000- 6405 |             | 207.00                     | business cards #202,#218 plain | 193653<br>Office Supplies              |
| 5892 McGregor Printing & Graphics, Inc                             |             | 207.00                     |                                | 1 Transactions                         |
| 3371 Minnesota Sheriffs' Association<br>01- 200- 039- 0000- 6425   |             | 120.00                     | permit to aquire cards         | 149710<br>Gun Permit Expenses          |
| 3371 Minnesota Sheriffs' Association                               |             | 120.00                     |                                | 1 Transactions                         |
| 10412 O'Reilly Auto Parts<br>01- 200- 000- 0000- 6302              |             | 20.79                      | headlight bulbs                | 1878- 374932<br>Car Maintenance        |
| 10412 O'Reilly Auto Parts  |             | 20.79                      |                                | 1 Transactions                         |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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>Service Dates</u>       | <u>Paid On Bhf #</u>            | <u>On Behalf of Name</u>           |                                   |
| 14668 Parenteau/Nate<br>01-200-003-0000-6330            |             | 152.25                     | mileage/BCA DMT training        | 350@.435                           | Transportation & Travel & Parking |
| 14668 Parenteau/Nate                                    |             | 152.25                     | 1 Transactions                  |                                    |                                   |
| 3951 Pro West & Associates, Inc<br>01-200-000-0000-6231 |             | 116.51                     | #224 software customization     | 1772                               | Services & Labor (Incl Contracts) |
| 3951 Pro West & Associates, Inc                         |             | 116.51                     | 1 Transactions                  |                                    |                                   |
| 4681 Streichers<br>01-200-000-0000-6410                 |             | 59.98                      | belt #206                       | I1284325                           | Clothing Allowance                |
| 4681 Streichers   |             | 59.98                      | 1 Transactions                  |                                    |                                   |
| 13934 Tire Barn<br>01-200-000-0000-6302                 |             | 165.59                     | #210 LOF,rotate,filter,cable    | 40612                              | Car Maintenance                   |
| 01-200-000-0000-6302                                    |             | 585.40                     | #221 4 tires, installation      | 40662                              | Car Maintenance                   |
| 13934 Tire Barn   |             | 750.99                     | 2 Transactions                  |                                    |                                   |
| 4870 Turner/Scott A.<br>01-200-000-0000-6511            |             | 37.30                      | #220 gas                        | 10/14/17-66                        | Gas And Oil                       |
| 4870 Turner/Scott A.                                    |             | 37.30                      | 1 Transactions                  |                                    |                                   |
| 9642 WEX BANK<br>01-200-000-0000-6511                   |             | 3,649.45                   | Gas                             | 0424007043961                      | Gas And Oil                       |
| 9642 WEX BANK   |             | 3,649.45                   | 1 Transactions                  |                                    |                                   |
| 13848 WYATT'S TOWING<br>01-200-000-0000-6359            |             | 250.00                     | tow ice castl fishhouse17- 2933 |                                    | Wrecker Service                   |
| 13848 WYATT'S TOWING                                    |             | 250.00                     | 1 Transactions                  |                                    |                                   |
| 200 DEPT Total:   |             | 7,054.24                   | Enforcement                     | 16 Vendors                         | 17 Transactions                   |
| 202 DEPT  |             |                            | Boat & Water                    |                                    |                                   |
| 3950 Public Utilities<br>01-202-000-0000-6254           |             | 22.70                      | Boat & Water                    |                                    | Utilities                         |
| 3950 Public Utilities                                   |             | 22.70                      | 1 Transactions                  |                                    |                                   |
| 9642 WEX BANK<br>01-202-000-0000-6511                   |             | 357.80                     | Gas                             | 0424007043961                      | Gas And Oil                       |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| Vendor Name                          | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>            | <u>Account/Formular 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> |
| 9642 WEX BANK                        |             | 357.80                     | 1 Transactions              |   |
| 202 DEPT Total:                      |             | 380.50                     | Boat & Water                | 2 Vendors 2 Transactions                      |
| 203 DEPT                             |             |                            | Snowmobile                  |   |
| 9642 WEX BANK                        |             |                            |                             |   |
| 01- 203- 000- 0000- 6511             |             | 34.34                      | Gas                         | 0424007043961 Gas And Oil                     |
| 9642 WEX BANK                        |             | 34.34                      | 1 Transactions              |   |
| 203 DEPT Total:                      |             | 34.34                      | Snowmobile                  | 1 Vendors 1 Transactions                      |
| 252 DEPT                             |             |                            | Corrections                 |   |
| 12106 Antoine Electric               |             |                            |                             |   |
| 01- 252- 000- 0000- 6590             |             | 189.00                     | jail lights, retrofit LED   | 16418 Repair & Maintenance Supplies           |
| 12106 Antoine Electric               |             | 189.00                     | 1 Transactions              |   |
| 710 Brainerd Dispatch                |             |                            |                             |   |
| 01- 252- 252- 0000- 6405             |             | 199.88                     | Jail Subscription 1st Floor | 178234833 Prisoner Welfare                    |
| 710 Brainerd Dispatch                |             | 199.88                     | 1 Transactions              |   |
| 783 Canon Financial Services, Inc    |             |                            |                             |   |
| 01- 252- 000- 0000- 6231             |             | 96.07                      | copier contract- 032        | 17838177 Services & Labor (Incl Contracts)    |
| 783 Canon Financial Services, Inc    |             | 96.07                      | 1 Transactions              |   |
| 8175 Centurylink                     |             |                            |                             |   |
| 01- 252- 000- 0000- 6250             |             | 282.89                     | LD/LOCAL                    | 313645966 Telephone                           |
| 8175 Centurylink                     |             | 282.89                     | 1 Transactions              |   |
| 10185 Centurylink Communications Inc |             |                            |                             |   |
| 01- 252- 000- 0000- 6250             |             | 5.67                       | Toll Free Charges           | 320295974 Telephone                           |
| 10185 Centurylink Communications Inc |             | 5.67                       | 1 Transactions              |   |
| 88628 Dalco                          |             |                            |                             |   |
| 01- 252- 000- 0000- 6422             |             | 361.28                     | jail paper products         | 3236535 Janitorial Supplies                   |
| 88628 Dalco                          |             | 361.28                     | 1 Transactions              |   |
| 2186 Hillyard Inc - Kansas City      |             |                            |                             |   |
| 01- 252- 000- 0000- 6422             |             | 361.40                     | janitorial                  | 602733817 Janitorial Supplies                 |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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   |      |                                |                |                             |
| 01-252-000-0000-6422                               |      | janitorial                     | 602735713      | Janitorial Supplies         |
| <b>2186 Hillyard Inc - Kansas City</b>             |      |                                |                |                             |
| 46.52  |      |                                |                |                             |
| 407.92   |      |                                |                | 2 Transactions              |
| 5756 KEEPRS, Inc                                   |      | badge refurbishing #206, jaile | 356417         | Clothing Allowance          |
| 01-252-000-0000-6410                               |      |                                |                |                             |
| 7.99   |      |                                |                |                             |
| <b>5756 KEEPRS, Inc</b>                            |      |                                |                |                             |
| 7.99   |      |                                |                | 1 Transactions              |
| 3160 Mille Lacs Energy Coop- Albert Lea            |      | Shelter/Tower                  | 345401501      | Utilities & Heating         |
| 01-252-000-0000-6254                               |      |                                |                |                             |
| 236.15   |      |                                |                |                             |
| <b>3160 Mille Lacs Energy Coop- Albert Lea</b>     |      |                                |                |                             |
| 236.15   |      |                                |                | 1 Transactions              |
| 9692 Minnesota Energy Resources Corporation        |      | Gas- Jail                      | 0505221458     | Utilities & Heating         |
| 01-252-000-0000-6254                               |      |                                |                |                             |
| 86.24  |      |                                |                |                             |
| 01-252-000-0000-6254                               |      | Gas- Jail                      | 0505399584     | Utilities & Heating         |
| 384.00   |      |                                |                |                             |
| 01-252-000-0000-6254                               |      | Gas- STS                       | 0506726121     | Utilities & Heating         |
| 34.37  |      |                                |                |                             |
| <b>9692 Minnesota Energy Resources Corporation</b> |      |                                |                |                             |
| 504.61   |      |                                |                | 3 Transactions              |
| 3712 Office Depot                                  |      | toner/printer cartridges       | 970634488001   | Office & Computer Supplies  |
| 01-252-000-0000-6405                               |      |                                |                |                             |
| 310.44   |      |                                |                |                             |
| <b>3712 Office Depot</b>                           |      |                                |                |                             |
| 310.44   |      |                                |                | 1 Transactions              |
| 3789 Pan- O- Gold Baking Company                   |      | groceries                      | 10002417285028 | Groceries                   |
| 01-252-000-0000-6418                               |      |                                |                |                             |
| 180.82   |      |                                |                |                             |
| 01-252-000-0000-6418                               |      | groceries                      | 10002417285029 | Groceries                   |
| 31.50  |      |                                |                |                             |
| 01-252-000-0000-6418                               |      | groceries                      | 10002417292029 | Groceries                   |
| 135.50   |      |                                |                |                             |
| <b>3789 Pan- O- Gold Baking Company</b>            |      |                                |                |                             |
| 284.82   |      |                                |                | 3 Transactions              |
| 11947 Phoenix Supply                               |      | inmate supplies                | 12982          | Inmate Supplies             |
| 01-252-000-0000-6424                               |      |                                |                |                             |
| 959.25   |      |                                |                |                             |
| 01-252-000-0000-6424                               |      | inmate supplies                | 12984          | Inmate Supplies             |
| 125.65   |      |                                |                |                             |
| 01-252-000-0000-6424                               |      | inmate supplies                | 13044          | Inmate Supplies             |
| 95.90  |      |                                |                |                             |
| <b>11947 Phoenix Supply</b>                        |      |                                |                |                             |
| 1,180.80   |      |                                |                | 3 Transactions              |
| 3950 Public Utilities                              |      | Sheriff's Storage Garage       |                | Utilities & Heating         |
| 01-252-000-0000-6254                               |      |                                |                |                             |
| 53.63  |      |                                |                |                             |
| 01-252-000-0000-6254                               |      | New Jail                       |                | Utilities & Heating         |
| 1,553.27   |      |                                |                |                             |
| 01-252-000-0000-6254                               |      | New Jail 2                     |                | Utilities & Heating         |
| 6,386.11   |      |                                |                |                             |
| <b>3950 Public Utilities</b>                       |      |                                |                |                             |
| 7,993.01   |      |                                |                | 3 Transactions              |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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>On Behalf of Name</u>           |                                  |
|                                   |             |                            | <u>Paid On Bhf #</u> |                                    |                                  |
| 4070 Riley Auto Supply            |             | 14.99                      | air handler belts    | 592149                             | Repair & Maintenance Supplies    |
| 4070 Riley Auto Supply            |             | 14.99                      |                      | 1 Transactions                     |                                  |
| 4761 Sysco Minnesota Inc          |             |                            |                      |                                    |                                  |
| 01- 252- 000- 0000- 6418          |             | 108.63-                    | Groceries            | 153123581                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 35.93                      | Groceries            | 153134338                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 239.37-                    | Groceries            | 153137920                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 41.38-                     | Groceries            | 153148977                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 32.50                      | Groceries            | 153149466                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 76.92                      | Groceries            | 153149467                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 32.50                      | Groceries            | 153156347                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 11.92-                     | Groceries            | 153157393                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 117.39-                    | Groceries            | 153162504                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 15.85-                     | Groceries            | 153166689                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 32.50                      | Groceries            | 153166804                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 3,332.67                   | Groceries            | 153179184                          | Groceries                        |
| 01- 252- 000- 0000- 6418          |             | 2,420.11                   | Groceries            | 153183102                          | Groceries                        |
| 4761 Sysco Minnesota Inc          |             | 5,428.59                   |                      | 13 Transactions                    |                                  |
| 9642 WEX BANK                     |             |                            |                      |                                    |                                  |
| 01- 252- 000- 0000- 6330          |             | 159.77                     | Gas                  | 0424007043961                      | Prisoner Transportation & Travel |
| 9642 WEX BANK                     |             | 159.77                     |                      | 1 Transactions                     |                                  |
| 252 DEPT Total:                   |             | 17,663.88                  | Corrections          | 17 Vendors                         | 38 Transactions                  |
| 253 DEPT                          |             |                            | Sentence to Serve    |                                    |                                  |
| 8175 Centurylink                  |             |                            |                      |                                    |                                  |
| 01- 253- 000- 0000- 6250          |             | 4.74                       | LD/LOCAL             | 313645966                          | Telephone                        |
| 8175 Centurylink                  |             | 4.74                       |                      | 1 Transactions                     |                                  |
| 253 DEPT Total:                   |             | 4.74                       | Sentence to Serve    | 1 Vendors                          | 1 Transactions                   |
| 254 DEPT                          |             |                            | Enhanced 911 System  |                                    |                                  |
| 13119 TalkPoint Technologies, Inc |             |                            |                      |                                    |                                  |
| 01- 254- 000- 0000- 6405          |             | 177.95                     | wireless headset     | 11690                              | Office & Computer Supplies       |
| 13119 TalkPoint Technologies, Inc |             | 177.95                     |                      | 1 Transactions                     |                                  |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| 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>Service Dates</u>       | <u>Paid On Bhf #</u>         | <u>On Behalf of Name</u>                      |
| 254 DEPT Total:                         |             | 177.95                     | Enhanced 911 System          | 1 Vendors<br>1 Transactions                   |
| 255 DEPT                                |             |                            | General Crime Victim Grant   |   |
| 14587 Anderson/Gabrea                   |             |                            |                              |   |
| 01- 255- 000- 0000- 6208                |             | 15.03                      | Meal Reimbursement           | 10/11/17<br>Staff Development/Training        |
| 01- 255- 000- 0000- 6208                |             | 12.89                      | Meal Reimbursement           | 10/12/13<br>Staff Development/Training        |
| 01- 255- 000- 0000- 6208                |             | 10.51                      | Meal Reimbursement           | 10/13/17<br>Staff Development/Training        |
| 01- 255- 000- 0000- 6208                |             | 140.44                     | mileage reimbursement        | 262.5@.535<br>Staff Development/Training      |
| 14587 Anderson/Gabrea                   |             | 178.87                     | 10/18/2017 10/18/2017        | 0<br>4 Transactions                           |
| 8175 Centurylink                        |             |                            |                              |   |
| 01- 255- 000- 0000- 6250                |             | 17.05                      | LD/LOCAL                     | 313645966<br>Telephone                        |
| 8175 Centurylink                        |             | 17.05                      |                              | 1 Transactions                                |
| 255 DEPT Total:                         |             | 195.92                     | General Crime Victim Grant   | 2 Vendors<br>5 Transactions                   |
| 257 DEPT                                |             |                            | Community Corrections        |   |
| 783 Canon Financial Services, Inc       |             |                            |                              |   |
| 01- 257- 000- 0000- 6342                |             | 140.67                     | Contract Charge- 036         | 17838186<br>Office Equipment Rental/Contracts |
| 783 Canon Financial Services, Inc       |             | 140.67                     |                              | 1 Transactions                                |
| 8175 Centurylink                        |             |                            |                              |   |
| 01- 257- 000- 0000- 6220                |             | 106.11                     | LC/LOCAL PROBATION           | 313645966<br>Telephone                        |
| 8175 Centurylink                        |             | 106.11                     |                              | 1 Transactions                                |
| 11406 Innovative Office Solutions       |             |                            |                              |   |
| 01- 257- 000- 0000- 6405                |             | 11.50                      | tape,gloves,markers          | IN1795986<br>Office Supplies                  |
| 11406 Innovative Office Solutions       |             | 11.50                      |                              | 1 Transactions                                |
| 13056 McKenzie/Jill                     |             |                            |                              |   |
| 01- 257- 022- 0000- 6406                |             | 30.00                      | reimb.for Holiday Gift cards | Sobriety Crt Expenses                         |
| 13056 McKenzie/Jill                     |             | 30.00                      |                              | 1 Transactions                                |
| 14666 Minnesota Corrections Association |             |                            |                              |   |
| 01- 257- 000- 0000- 6240                |             | 35.00                      | Membership Dues WTR          | 06224<br>Membership Dues                      |
| 01- 257- 251- 0000- 6241                |             | 350.00                     | Conference Training WTR      | 06225<br>Registration Fee                     |
| 01- 257- 000- 0000- 6240                |             | 35.00                      | Membership Dues ADW          | 06226<br>Membership Dues                      |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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              |                |                                   |
| 14666  | Minnesota Corrections Association |      | 350.00<br>770.00    | 06227          | Registration Fee                  |
|        |                                   |      |                     | 4 Transactions |                                   |
| 87101  | North Homes- Standard             |      | 6,777.54            | 3640959        | Juvenile Detention                |
|        | 01- 257- 255- 0000- 6204          |      |                     | 0              |                                   |
|        | 01- 257- 255- 0000- 6204          |      | 132.00              | MR10626        | Juvenile Detention                |
|        |                                   |      |                     | 0              |                                   |
|        | 01- 257- 255- 0000- 6204          |      | 176.00              | MR10627        | Juvenile Detention                |
|        |                                   |      |                     | 0              |                                   |
| 87101  | North Homes- Standard             |      | 7,085.54            |                |                                   |
|        |                                   |      |                     | 3 Transactions |                                   |
| 257    | DEPT Total:                       |      | 8,143.82            | 6 Vendors      | 11 Transactions                   |
| 280    | DEPT                              |      |                     |                | Emergency Management              |
| 361    | Arrowhead EMS Association         |      | 85.00               | 10987          | Dues                              |
|        | 01- 280- 000- 0000- 6240          |      |                     | 0              |                                   |
|        |                                   |      |                     | 1 Transactions |                                   |
| 361    | Arrowhead EMS Association         |      | 85.00               |                |                                   |
| 10185  | Centurylink Communications Inc    |      | 0.99                | 320295974      | Telephone                         |
|        | 01- 280- 000- 0000- 6250          |      |                     |                |                                   |
| 10185  | Centurylink Communications Inc    |      | 0.99                |                |                                   |
|        |                                   |      |                     | 1 Transactions |                                   |
| 280    | DEPT Total:                       |      | 85.99               | 2 Vendors      | 2 Transactions                    |
| 390    | DEPT                              |      |                     |                | Environmental Health (FBL)        |
| 8175   | Centurylink                       |      | 12.19               | 313645966      | Telephone                         |
|        | 01- 390- 000- 0000- 6250          |      |                     |                |                                   |
| 8175   | Centurylink                       |      | 12.19               |                |                                   |
|        |                                   |      |                     | 1 Transactions |                                   |
| 12486  | Leitinger/Michelle                |      | 8.00                | 10/5/17        | Transportation & Travel & Parking |
|        | 01- 390- 000- 0000- 6330          |      |                     |                |                                   |
| 12486  | Leitinger/Michelle                |      | 8.00                |                |                                   |
|        |                                   |      |                     | 1 Transactions |                                   |
| 86235  | The Office Shop Inc               |      | 62.00               | 294864- 0      | Office, Film, And Field Supplies  |
|        | 01- 390- 000- 0000- 6405          |      |                     |                |                                   |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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                                      |           |                                 |               |                             |
| 86235 The Office Shop Inc                   |           |                                 |               |                             |
|   |           | 1 Transactions                  |               |                             |
| 390 DEPT Total:                             | 82.19     | Environmental Health (FBL)      | 3 Vendors     | 3 Transactions              |
| 391 DEPT                                    |           | Solid Waste                     |               |                             |
| 248 Association of Mn Counties              |           |                                 |               |                             |
| 01- 391- 000- 0000- 6241                    | 375.00    | Neff Registration- annual conf. | 47964         | Registration Fee            |
| 248 Association of Mn Counties              | 375.00    | 1 Transactions                  |               |                             |
| 8175 Centurylink                            |           |                                 |               |                             |
| 01- 391- 000- 0000- 6250                    | 9.03      | LD/LOCAL                        | 313645966     | Telephone                   |
| 8175 Centurylink                            | 9.03      | 1 Transactions                  |               |                             |
| 1754 Garrison Disposal Company, Inc         |           |                                 |               |                             |
| 01- 391- 060- 0000- 6360                    | 6,354.47  | July Recycling Program          |               | Recycling Contract          |
| 01- 391- 060- 0000- 6360                    | 4,873.79  | August Recycling                |               | Recycling Contract          |
| 1754 Garrison Disposal Company, Inc         | 11,228.26 | 2 Transactions                  |               |                             |
| 2763 J & H Transfer Station- Lakes Sanitary |           |                                 |               |                             |
| 01- 391- 060- 0000- 6360                    | 612.90    | monthly recycling contract      |               | Recycling Contract          |
| 2763 J & H Transfer Station- Lakes Sanitary | 612.90    | 1 Transactions                  |               |                             |
| 86235 The Office Shop Inc                   |           |                                 |               |                             |
| 01- 391- 000- 0000- 6625                    | 99.00     | Office Chair                    | 1034421- 0    | Office Equipment            |
| 01- 391- 000- 0000- 6405                    | 22.39     | Wall Clock                      | 1034523- 0    | Office & Film Supplies      |
| 86235 The Office Shop Inc                   | 121.39    | 2 Transactions                  |               |                             |
| 6097 Verizon Wireless                       |           |                                 |               |                             |
| 01- 391- 000- 0000- 6250                    | 58.82     | monthly cell phone bill         | 286252299     | Telephone                   |
| 6097 Verizon Wireless                       | 58.82     | 1 Transactions                  |               |                             |
| 391 DEPT Total:                             | 12,405.40 | Solid Waste                     | 6 Vendors     | 8 Transactions              |
| 392 DEPT                                    |           | Water Wells                     |               |                             |
| 2353 Idexx Laboratories, Inc                |           |                                 |               |                             |
| 01- 392- 000- 0000- 6405                    | 150.91    | vessels w/st and sb 200pk       | 3022873945    | Office & Film Supplies      |
| 2353 Idexx Laboratories, Inc                | 150.91    | 1 Transactions                  |               |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
1 General Fund

| Vendor Name                          | <u>Rpt</u>  | <u>Warrant Description</u>           | <u>Invoice #</u>     | <u>Account/Formular 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>            |
| <u>Amount</u>                        |             |                                      |                      |                                     |
| 392 DEPT Total:                      |             | Water Wells                          | 1 Vendors            | 1 Transactions                      |
| 150.91                               |             |                                      |                      |                                     |
| 600 DEPT                             |             | Ag Society, Soil & Water, Ag Inspect |                      |                                     |
| 89856 Aitkin Co Agricultural Society |             | 2017 Appropriation                   |                      | Ag Society Capital Improvements     |
| 01- 600- 550- 0000- 6843             | 10,000.00   |                                      |                      |                                     |
| 89856 Aitkin Co Agricultural Society | 10,000.00   |                                      | 1 Transactions       |                                     |
| 600 DEPT Total:                      | 10,000.00   | Ag Society, Soil & Water, Ag Inspect | 1 Vendors            | 1 Transactions                      |
| 601 DEPT                             |             | Extension                            |                      |                                     |
| 8175 Centurylink                     |             | LD/LOCAL                             | 313645966            | Telephone                           |
| 01- 601- 000- 0000- 6250             | 1.69        |                                      |                      |                                     |
| 8175 Centurylink                     | 1.69        |                                      | 1 Transactions       |                                     |
| 601 DEPT Total:                      | 1.69        | Extension                            | 1 Vendors            | 1 Transactions                      |
| 711 DEPT                             |             | Economic Development                 |                      |                                     |
| 8175 Centurylink                     |             | LD/LOCAL                             | 313645966            | Telephone                           |
| 01- 711- 000- 0000- 6250             | 6.10        |                                      |                      |                                     |
| 8175 Centurylink                     | 6.10        |                                      | 1 Transactions       |                                     |
| 13834 Minnesota Interactive Inc      |             | Events Web Page- BBC community       | 5283                 | Mcnight/Blandin Grant Expenses      |
| 01- 711- 000- 0000- 6303             | 577.75      | Events Web Page- BBC community       | 5306                 | Mcnight/Blandin Grant Expenses      |
| 01- 711- 000- 0000- 6303             | 867.50      | Events Web Page- BBC community       | 5326                 | Mcnight/Blandin Grant Expenses      |
| 13834 Minnesota Interactive Inc      | 371.25      |                                      |                      |                                     |
|                                      | 1,816.50    |                                      | 3 Transactions       |                                     |
| 711 DEPT Total:                      | 1,822.60    | Economic Development                 | 2 Vendors            | 4 Transactions                      |
| 1 Fund Total:                        | 93,534.25   | General Fund                         |                      | 169 Transactions                    |

# Aitkin County



DKB1  
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3 Road & Bridge

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor | Name                              | Rpt  | Warrant Description     | Invoice #     | Account/Formula Description   |
|--------|-----------------------------------|------|-------------------------|---------------|-------------------------------|
| No.    | Account/Formula                   | Accr | Service Dates           | Paid On Bhf # | On Behalf of Name             |
| 0      | DEPT                              |      | Undesignated            |               |                               |
| 1419   | Demenge/Mark                      |      |                         |               |                               |
|        | 03- 000- 000- 0000- 5857          |      | 500.00                  |               | DEPOSIT REFUND                |
| 1419   | Demenge/Mark                      |      | 500.00                  |               | Culverts                      |
|        |                                   |      |                         | 1             | Transactions                  |
| 0      | <b>DEPT Total:</b>                |      | 500.00                  |               | <b>Undesignated</b>           |
|        |                                   |      |                         | 1             | Vendors                       |
|        |                                   |      |                         |               | 1 Transactions                |
| 301    | DEPT                              |      | R&B Administration      |               |                               |
| 783    | Canon Financial Services, Inc     |      |                         |               |                               |
|        | 03- 301- 000- 0000- 6300          |      | 212.26                  |               | CONTRACT CHARGE               |
| 783    | Canon Financial Services, Inc     |      | 212.26                  |               | 17838178                      |
|        |                                   |      |                         | 1             | Transactions                  |
|        |                                   |      |                         |               | Service Contracts             |
|        | 11406 Innovative Office Solutions |      |                         |               |                               |
|        | 03- 301- 000- 0000- 6400          |      | 67.71                   |               | OFFICE SUPPLIES               |
| 11406  | Innovative Office Solutions       |      | 67.71                   |               | IN1792327                     |
|        |                                   |      |                         | 1             | Transactions                  |
|        |                                   |      |                         |               | Supplies And Materials        |
| 301    | <b>DEPT Total:</b>                |      | 279.97                  |               | <b>R&amp;B Administration</b> |
|        |                                   |      |                         | 2             | Vendors                       |
|        |                                   |      |                         |               | 2 Transactions                |
| 303    | DEPT                              |      | R&B Highway Maintenance |               |                               |
| 50     | Aitkin Body Shop, Inc             |      |                         |               |                               |
|        | 03- 303- 000- 0000- 6298          |      | 40.71                   |               | AITKIN SHOP SUPPLIES          |
| 50     | Aitkin Body Shop, Inc             |      | 40.71                   |               | 1207                          |
|        |                                   |      |                         | 1             | Transactions                  |
|        |                                   |      |                         |               | Shop Maintenance              |
|        | 195 Aitkin Tire Shop              |      |                         |               |                               |
|        | 03- 303- 000- 0000- 6590          |      | 150.00                  |               | REPAIR LABOR                  |
|        | 03- 303- 000- 0000- 6590          |      | 3,080.00                |               | TIRES                         |
|        | 03- 303- 000- 0000- 6590          |      | 34.00                   |               | REPAIR LABOR                  |
| 195    | Aitkin Tire Shop                  |      | 3,264.00                |               | 0- 057260                     |
|        |                                   |      |                         | 3             | Transactions                  |
|        |                                   |      |                         |               | Repair & Maintenance Supplies |
|        |                                   |      |                         |               | Repair & Maintenance Supplies |
|        |                                   |      |                         |               | Repair & Maintenance Supplies |
| 13620  | American Door Works               |      |                         |               |                               |
|        | 03- 303- 000- 0000- 6298          |      | 625.80                  |               | MCGREGOR SHOP REPAIRS         |
| 13620  | American Door Works               |      | 625.80                  |               | 0- 185973- IN                 |
|        |                                   |      |                         | 1             | Transactions                  |
|        |                                   |      |                         |               | Shop Maintenance              |
| 12106  | Antoine Electric                  |      |                         |               |                               |
|        | 03- 303- 000- 0000- 6298          |      | 199.19                  |               | MCGRATH SHOP                  |
|        | 03- 303- 000- 0000- 6298          |      | 681.70                  |               | AITKIN SHOP                   |
| 12106  | Antoine Electric                  |      | 880.89                  |               | 16409                         |
|        |                                   |      |                         | 2             | Transactions                  |
|        |                                   |      |                         |               | Shop Maintenance              |
|        |                                   |      |                         |               | Shop Maintenance              |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
3 Road & Bridge

| <u>Vendor Name</u>  | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|---|-------------|----------------------------|----------------------|------------------------------------|
| <u>No. Account/Formula</u>  | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u> | <u>On Behalf of Name</u>           |
|   |             |                            | <u>Paid On Bhf #</u> |                                    |
| 10452 AT&T Mobility<br>03- 303- 000- 0000- 6254                   |             | 34.99                      | PAULS IPAD SERVICE   | 287266104878X1<br>Utilities        |
| 10452 AT&T Mobility   |             | 34.99                      | 1 Transactions       |                                    |
| 14052 Best Oil Company<br>03- 303- 000- 0000- 6513                |             | 1,547.88                   | PALISADE DIESEL      | 6179<br>Motor Fuel & Lubricants    |
| 14052 Best Oil Company  |             | 1,547.88                   | 1 Transactions       |                                    |
| 7053 Bill's Sportsman's Service<br>03- 303- 000- 0000- 6298       |             | 279.98                     | WADERS/SUSPENDERS    | 0- 01291<br>Shop Maintenance       |
| 7053 Bill's Sportsman's Service                                   |             | 279.98                     | 1 Transactions       |                                    |
| 8175 Centurylink<br>03- 303- 000- 0000- 6254                      |             | 61.97                      | LD/LOCAL             | 313645966<br>Utilities             |
| 03- 303- 000- 0000- 6254  |             | 31.29                      | FAX: HWY OFFICE      | OCT- NOV<br>Utilities              |
| 8175 Centurylink  |             | 93.26                      | 2 Transactions       |                                    |
| 11411 Charter Communications<br>03- 303- 000- 0000- 6254          |             | 140.25                     | PHONE: HWY OFFICE    | OCT- NOV<br>Utilities              |
| 11411 Charter Communications                                      |             | 140.25                     | 1 Transactions       |                                    |
| 13468 G & K Services<br>03- 303- 000- 0000- 6298                  |             | 36.38                      | SHOP LAUNDRY         | 6043849814<br>Shop Maintenance     |
| 03- 303- 000- 0000- 6298  |             | 21.37                      | SHOP LAUNDRY         | 6043861176<br>Shop Maintenance     |
| 03- 303- 000- 0000- 6298  |             | 158.43                     | SHOP LAUNDRY         | 6043895343<br>Shop Maintenance     |
| 13468 G & K Services  |             | 216.18                     | 3 Transactions       |                                    |
| 1754 Garrison Disposal Company, Inc<br>03- 303- 000- 0000- 6254   |             | 20.00                      | ROAD CLEAN UP        | 662971<br>Utilities                |
| 1754 Garrison Disposal Company, Inc                               |             | 20.00                      | 1 Transactions       |                                    |
| 1880 Gravelle Plumbing & Heating, Inc<br>03- 303- 000- 0000- 6298 |             | 427.27                     | JACOBSON SHOP        | 75038<br>Shop Maintenance          |
| 03- 303- 000- 0000- 6298  |             | 85.00                      | AITKIN SHOP          | 75040<br>Shop Maintenance          |
| 03- 303- 000- 0000- 6298  |             | 94.47                      | AITKIN SHOP          | 75111<br>Shop Maintenance          |
| 1880 Gravelle Plumbing & Heating, Inc                             |             | 606.74                     | 3 Transactions       |                                    |
| 91187 Lake Country Power<br>03- 303- 000- 0000- 6254              |             | 81.42                      | SEPT- OCT SWATARA    | 140946401<br>Utilities             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

| 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>           |
| 91187 Lake Country Power                |             | 81.42         |                            |                      |                                    |
|   |             |               | 1 Transactions             |                      |                                    |
| 14038 Lube- Tech & Partners, LLC        |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6590                |             | 233.78        | REPAIR PARTS               | 1036222              | Repair & Maintenance Supplies      |
| 14038 Lube- Tech & Partners, LLC        |             | 233.78        |                            |                      |                                    |
|   |             |               | 1 Transactions             |                      |                                    |
| 10824 Maney International Inc           |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6590                |             | 35.52         | REPAIR PARTS               | 765921               | Repair & Maintenance Supplies      |
| 03- 303- 000- 0000- 6590                |             | 349.74        | REPAIR PARTS               | 766057               | Repair & Maintenance Supplies      |
| 03- 303- 000- 0000- 6590                |             | 184.22        | REPAIR PARTS               | 766439               | Repair & Maintenance Supplies      |
| 10824 Maney International Inc           |             | 569.48        |                            |                      |                                    |
|   |             |               | 3 Transactions             |                      |                                    |
| 3160 Mille Lacs Energy Coop- Albert Lea |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6254                |             | 80.88         | POWER: PALISADE            | 18- 52- 026- 01      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 51.09         | 169 & CSAH 3               | 19- 23- 010- 01      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 86.68         | POWER: MCGREGOR            | 29- 53- 003- 01      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 516.84        | POWER: AITKIN              | 33- 52- 007- 02      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 53.82         | 169 & CSAH 28              | 39- 62- 022- 01      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 36.07         | CSAH 12                    | 40- 06- 000- 01      | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 54.70         | 47 & CSAH 2                | 54- 51- 104- 01      | Utilities                          |
| 3160 Mille Lacs Energy Coop- Albert Lea |             | 880.08        |                            |                      |                                    |
|   |             |               | 7 Transactions             |                      |                                    |
| 10720 Nuss Truck & Equipment            |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6590                |             | 195.30        | FILTERS                    | 6103658P             | Repair & Maintenance Supplies      |
| 10720 Nuss Truck & Equipment            |             | 195.30        |                            |                      |                                    |
|   |             |               | 1 Transactions             |                      |                                    |
| 3950 Public Utilities                   |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6254                |             | 48.74         | HWY 210 W & CR 28          | 02- 00059455- 00     | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 70.38         | AITKIN SHOP WATER          | 02- 00063335- 00     | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 52.67         | HWY 210/169E & CR 12       | 02- 00063388- 00     | Utilities                          |
| 03- 303- 000- 0000- 6254                |             | 85.21         | HWY 47 & CR 12             | 02- 00064092- 00     | Utilities                          |
| 3950 Public Utilities                   |             | 257.00        |                            |                      |                                    |
|   |             |               | 4 Transactions             |                      |                                    |
| 13116 Rally Snares                      |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6521                |             | 145.00        | BEAVER REMOVAL             | SEPT 2017            | Maintenance Supplies               |
| 13116 Rally Snares                      |             | 145.00        |                            |                      |                                    |
|   |             |               | 1 Transactions             |                      |                                    |
| 14665 Rapids Plumbing & Heating, Inc.   |             |               |                            |                      |                                    |
| 03- 303- 000- 0000- 6298                |             | 637.50        | SWATARA SHOP               | 13352                | Shop Maintenance                   |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

| Vendor | Name                            | Rpt  | Amount    | Warrant Description           | Invoice #     | Account/Formala Description   |
|--------|---------------------------------|------|-----------|-------------------------------|---------------|-------------------------------|
| No.    | Account/Formula                 | Accr |           | Service Dates                 | Paid On Bhf # | On Behalf of Name             |
| 14665  | Rapids Plumbing & Heating, Inc. |      | 637.50    |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 8208   | Royal Tire, Inc                 |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 50.00-    | TIRE                          | 317- 27840    | Repair & Maintenance Supplies |
|        | 03- 303- 000- 0000- 6590        |      | 2,454.78  | TIRES                         | 417- 2726     | Repair & Maintenance Supplies |
| 8208   | Royal Tire, Inc                 |      | 2,404.78  |                               |               |                               |
|        |                                 |      |           | 2 Transactions                |               |                               |
| 90805  | Temco                           |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 226.80    | REPAIR PARTS                  | 21929         | Repair & Maintenance Supplies |
|        | 03- 303- 000- 0000- 6590        |      | 1,232.50  | REPAIR LABOR                  | 21929         | Repair & Maintenance Supplies |
|        | 03- 303- 000- 0000- 6590        |      | 344.80    | REPAIR PARTS                  | 21966         | Repair & Maintenance Supplies |
|        | 03- 303- 000- 0000- 6590        |      | 2,210.00  | REPAIR LABOR                  | 21966         | Repair & Maintenance Supplies |
| 90805  | Temco                           |      | 4,014.10  |                               |               |                               |
|        |                                 |      |           | 4 Transactions                |               |                               |
| 12788  | Timmer Implement of Aitkin      |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 17.00     | REPAIR PARTS                  | IA11431       | Repair & Maintenance Supplies |
| 12788  | Timmer Implement of Aitkin      |      | 17.00     |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 12125  | Titan Machinery                 |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 422.03    | REPAIR PARTS                  | 10037877GP    | Repair & Maintenance Supplies |
| 12125  | Titan Machinery                 |      | 422.03    |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 8364   | Towmaster, Inc                  |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 815.52    | REPAIR PARTS                  | 396916        | Repair & Maintenance Supplies |
| 8364   | Towmaster, Inc                  |      | 815.52    |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 8605   | Wayne's Sanitation Llc          |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6254        |      | 26.25     | GARBAGE: MCGRATH              | 274828        | Utilities                     |
| 8605   | Wayne's Sanitation Llc          |      | 26.25     |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 5295   | Ziegler Inc                     |      |           |                               |               |                               |
|        | 03- 303- 000- 0000- 6590        |      | 289.64    | REPAIR PARTS                  | PC190070991   | Repair & Maintenance Supplies |
| 5295   | Ziegler Inc                     |      | 289.64    |                               |               |                               |
|        |                                 |      |           | 1 Transactions                |               |                               |
| 303    | DEPT Total:                     |      | 18,739.56 | R&B Highway Maintenance       | 27 Vendors    | 50 Transactions               |
| 307    | DEPT                            |      |           | R&B Capital Infrastructure    |               |                               |
| 14663  | Blondo Consulting, LLC          |      |           |                               |               |                               |
|        | 03- 307- 000- 0000- 6260        |      | 4,000.00  | PHASE 1- ARCAEOLOGICAL SURVEY | 2017- 133     | Professional Services         |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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| <u>Vendor Name</u>           | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>           | <u>Account/Formula Description</u> |
|------------------------------|-------------|----------------------------|----------------------------|------------------------------------|
| <u>No. Account/Formula</u>   | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>       | <u>Paid On Bhf #</u>               |
| <u>On Behalf of Name</u>     |             |                            |                            |                                    |
| 14663 Blondo Consulting, LLC |             | 4,000.00                   | 1 Transactions             |                                    |
| 307 DEPT Total:              |             | 4,000.00                   | R&B Capital Infrastructure | 1 Vendors<br>1 Transactions        |
| 3 Fund Total:                |             | 23,519.53                  | Road & Bridge              | 54 Transactions                    |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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5 Health & Human Services

| 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> |
| 400 DEPT                             |             |                            | Public Health Department    |   |
| 8175 Centurylink                     |             |                            |                             |   |
| 05- 400- 440- 0410- 6250             |             | 0.99                       | LD/LOCAL                    | 313645966 Telephone                           |
| 05- 400- 440- 0410- 6250             |             | 9.08                       | LD/LOCAL- HHS               | 313645966 Telephone                           |
| 05- 400- 440- 0410- 6250             |             | 66.15                      | LD/LOCAL PH                 | 313645966 Telephone                           |
| 8175 Centurylink                     |             | 76.22                      |                             | 3 Transactions                                |
| 10185 Centurylink Communications Inc |             |                            |                             |   |
| 05- 400- 440- 0410- 6250             |             | 6.10                       | Toll Free Charges           | 320295974 Telephone                           |
| 10185 Centurylink Communications Inc |             | 6.10                       |                             | 1 Transactions                                |
| 1457 CPS Technology Solutions, Inc   |             |                            |                             |   |
| 05- 400- 440- 0410- 6300             |             | 11.26                      | November maintenance        | 373405 Maintenance/Service Contracts          |
| 1457 CPS Technology Solutions, Inc   |             | 11.26                      |                             | 1 Transactions                                |
| 10698 Stericycle,Inc                 |             |                            |                             |   |
| 05- 400- 440- 0410- 6231             |             | 19.26                      | monthly steri- safe billing | 4007400775 Services/Labor/Contracts           |
| 10698 Stericycle,Inc                 |             | 19.26                      |                             | 1 Transactions                                |
| 400 DEPT Total:                      |             | 112.84                     | Public Health Department    | 4 Vendors 6 Transactions                      |
| 420 DEPT                             |             |                            | Income Maintenance          |   |
| 8175 Centurylink                     |             |                            |                             |   |
| 05- 420- 600- 4800- 6250             |             | 2.11                       | LD/LOCAL                    | 313645966 Telephone                           |
| 05- 420- 600- 4800- 6250             |             | 19.31                      | LD/LOCAL- HHS               | 313645966 Telephone                           |
| 05- 420- 600- 4800- 6250             |             | 270.81                     | LD/LOCAL - IM               | 313645966 Telephone                           |
| 05- 420- 640- 4800- 6250             |             | 85.00                      | LD/LOCAL- CS                | 313645966 Telephone                           |
| 8175 Centurylink                     |             | 377.23                     |                             | 4 Transactions                                |
| 10185 Centurylink Communications Inc |             |                            |                             |   |
| 05- 420- 600- 4800- 6250             |             | 12.97                      | Toll Free Charges           | 320295974 Telephone                           |
| 10185 Centurylink Communications Inc |             | 12.97                      |                             | 1 Transactions                                |
| 1457 CPS Technology Solutions, Inc   |             |                            |                             |   |
| 05- 420- 600- 4800- 6300             |             | 23.94                      | November maintenance        | 373405 Maintenance/Service Contracts          |
| 05- 420- 640- 4800- 6300             |             | 35.20                      | November maintenance        | 373405 Maintenance/Service Contracts          |
| 1457 CPS Technology Solutions, Inc   |             | 59.14                      |                             | 2 Transactions                                |
| 10698 Stericycle,Inc                 |             |                            |                             |   |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

| Vendor Name                          | Rpt  | Warrant Description         | Invoice #                   | Account/Formula Description          |
|--------------------------------------|------|-----------------------------|-----------------------------|--------------------------------------|
| No. Account/Formula                  | Accr | Service Dates               | Paid On Bhf #               | On Behalf of Name                    |
| Amount                               |      |                             |                             |                                      |
| 10698 Stericycle,Inc                 |      | monthly steri- safe billing | 4007400775                  | Services/Labor/Contracts             |
|                                      |      | 1 Transactions              |                             |                                      |
| 420 DEPT Total:                      |      | 490.28                      | Income Maintenance          | 4 Vendors 8 Transactions             |
| 430 DEPT                             |      |                             | Social Services             |                                      |
| 8175 Centurylink                     |      |                             |                             |                                      |
| 05- 430- 700- 4800- 6250             |      | 3.11                        | LD/LOCAL                    | 313645966 Telephone                  |
| 05- 430- 700- 4800- 6250             |      | 28.39                       | LD/LOCAL- HHS               | 313645966 Telephone                  |
| 05- 430- 700- 4800- 6250             |      | 484.16                      | LD/LOCAL- SS                | 313645966 Telephone                  |
| 8175 Centurylink                     |      | 515.66                      |                             | 3 Transactions                       |
| 10185 Centurylink Communications Inc |      |                             |                             |                                      |
| 05- 430- 700- 4800- 6250             |      | 19.07                       | Toll Free Charges           | 320295974 Telephone                  |
| 10185 Centurylink Communications Inc |      | 19.07                       |                             | 1 Transactions                       |
| 1457 CPS Technology Solutions, Inc   |      |                             |                             |                                      |
| 05- 430- 700- 4800- 6300             |      | 35.20                       | November maintenance        | 373405 Maintenance/Service Contracts |
| 1457 CPS Technology Solutions, Inc   |      | 35.20                       |                             | 1 Transactions                       |
| 10698 Stericycle,Inc                 |      |                             |                             |                                      |
| 05- 430- 700- 4800- 6231             |      | 60.20                       | monthly steri- safe billing | 4007400775 Services/Labor/Contracts  |
| 10698 Stericycle,Inc                 |      | 60.20                       |                             | 1 Transactions                       |
| 430 DEPT Total:                      |      | 630.13                      | Social Services             | 4 Vendors 6 Transactions             |
| 5 Fund Total:                        |      | 1,233.25                    | Health & Human Services     | 20 Transactions                      |

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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           |
| 900    | DEPT   |          | Timber Permit Bonds            |               |                             |
| 14671  | Eklund/Chris<br>10-900-000-0000-2300                     |          | timbr permit bond refundR#1358 | 13192         | Timber Permit Bonds         |
|        |  | 737.50   | 1 Transactions                 |               |                             |
| 14671  | Eklund/Chris   |          |                                |               |                             |
|        |  | 737.50   |                                |               |                             |
| 13447  | Futurewood<br>10-900-000-0000-2300                       |          | timbr permit bond refundR#3149 | 13716         | Timber Permit Bonds         |
|        |  | 940.68   | 1 Transactions                 |               |                             |
| 13447  | Futurewood   |          |                                |               |                             |
|        |  | 940.68   |                                |               |                             |
| 1735   | Gelhar/Paul<br>10-900-000-0000-2300                      |          | timbr permit bond refundR#3190 | 13955         | Timber Permit Bonds         |
|        |  | 375.12   | 1 Transactions                 |               |                             |
| 1735   | Gelhar/Paul  |          |                                |               |                             |
|        |  | 375.12   |                                |               |                             |
| 2424   | Jobe/Pete<br>10-900-000-0000-2300                        |          | timbr permit bond refundR#3171 | 13592         | Timber Permit Bonds         |
|        |  | 314.37   | 1 Transactions                 |               |                             |
| 2424   | Jobe/Pete  |          |                                |               |                             |
|        |  | 314.37   |                                |               |                             |
| 14670  | Kruschek/Thomas<br>10-900-000-0000-2300                  |          | timbr permit bond refundR#2904 | 13712         | Timber Permit Bonds         |
|        |  | 957.16   | 1 Transactions                 |               |                             |
| 14670  | Kruschek/Thomas  |          |                                |               |                             |
|        |  | 957.16   |                                |               |                             |
| 5791   | Sappi<br>10-900-000-0000-2300                            |          | timbr permit bond refundR#3153 | 13822         | Timber Permit Bonds         |
|        |  | 375.12   | 1 Transactions                 |               |                             |
| 5791   | Sappi  |          |                                |               |                             |
|        |  | 375.12   |                                |               |                             |
| 900    | DEPT Total:  | 3,699.95 | Timber Permit Bonds            | 6 Vendors     | 6 Transactions              |
| 921    | DEPT   |          | Co. Development                |               |                             |
| 8175   | Centurylink<br>10-921-000-0000-6250                      |          | LD/LOCAL - GIS                 | 313645966     | Telephone                   |
|        |  | 1.13     | LD/LOCAL Surveyor              | 313645966     | Telephone                   |
| 8175   | Centurylink  |          | 2 Transactions                 |               |                             |
|        |  | 8.58     |                                |               |                             |
| 1880   | Gravelle Plumbing & Heating, Inc<br>10-921-000-0000-6406 |          | 3 PVC #40 pipe solvent         | 75073         | Field Supplies              |
|        |  | 140.79   | 1 Transactions                 |               |                             |
| 1880   | Gravelle Plumbing & Heating, Inc                         |          |                                |               |                             |
|        |  | 140.79   |                                |               |                             |
| 14669  | Jindra/Paul<br>10-921-000-0000-6231                      |          | 5 beaver trapped @\$40 each    | 10/1&10/4/17  | Services, Labor, Contracts  |
|        |  | 200.00   |                                |               |                             |

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor | Name                          | Accr | Rpt | Amount    | Warrant Description            | Invoice #      | Account/Formula Description   |
|--------|-------------------------------|------|-----|-----------|--------------------------------|----------------|-------------------------------|
| No.    | Account/Formula               |      |     |           | Service Dates                  | Paid On Bhf #  | On Behalf of Name             |
| 14669  | Jindra/Paul                   |      |     | 200.00    |                                |                |                               |
|        |                               |      |     |           | 1 Transactions                 |                |                               |
| 921    | DEPT Total:                   |      |     | 349.37    | Co. Development                | 3 Vendors      | 4 Transactions                |
| 923    | DEPT                          |      |     |           | Forfeited Tax Sales            |                |                               |
| 767    | Buhlmann/Catherine Angela     |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6330      |      |     | 36.98     | mileage/show Swatara church pr | 85@.435        | Transportation & Travel       |
| 767    | Buhlmann/Catherine Angela     |      |     | 36.98     |                                | 1 Transactions |                               |
| 783    | Canon Financial Services, Inc |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6405      |      |     | 327.05    | Contract Charges- 034          | 17838185       | Office Supplies               |
| 783    | Canon Financial Services, Inc |      |     | 327.05    |                                | 1 Transactions |                               |
| 8175   | Centurylink                   |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6250      |      |     | 11.29     | LD/LOCAL                       | 313645966      | Telephone                     |
| 8175   | Centurylink                   |      |     | 11.29     |                                | 1 Transactions |                               |
| 91022  | Courtemanche/Richard          |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6330      |      |     | 13.00     | Gas/Rio Tinto Mine- Ladysmith  | 10/18/17       | Transportation & Travel       |
|        | 10- 923- 000- 0000- 6340      |      |     | 8.43      | Meal/Rio Tinto Mine- Ladysmith | 10/18/17       | Meals Reimbursed Non- Taxable |
| 91022  | Courtemanche/Richard          |      |     | 21.43     |                                | 2 Transactions |                               |
| 1735   | Gelhar/Paul                   |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6820      |      |     | 209.25    | overappraised refund           | 13955          | Refunds & Reimbursements      |
| 1735   | Gelhar/Paul                   |      |     | 209.25    |                                | 1 Transactions |                               |
| 13965  | Nuss Truck & Equipment        |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6590      |      |     | 48.52     | Return                         | 6101158P       | Repair & Maintenance Supplies |
|        | 10- 923- 000- 0000- 6590      |      |     | 483.38    | parts for grader               | 6102224P       | Repair & Maintenance Supplies |
|        | 10- 923- 000- 0000- 6590      |      |     | 300.35    | parts for grader               | 6103460P       | Repair & Maintenance Supplies |
|        | 10- 923- 000- 0000- 6590      |      |     | 274.96    | Return                         | CM6099850P     | Repair & Maintenance Supplies |
|        | 10- 923- 000- 0000- 6590      |      |     | 364.72    | Return                         | CM6102224P     | Repair & Maintenance Supplies |
| 13965  | Nuss Truck & Equipment        |      |     | 95.53     |                                |                |                               |
|        |                               |      |     |           | 5 Transactions                 |                |                               |
| 5791   | Sappi                         |      |     |           |                                |                |                               |
|        | 10- 923- 000- 0000- 6820      |      |     | 21,845.91 | overappraised refund           | 13822          | Refunds & Reimbursements      |
| 5791   | Sappi                         |      |     | 21,845.91 |                                | 1 Transactions |                               |
| 86235  | The Office Shop Inc           |      |     |           |                                |                |                               |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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- 6405              |      | pd twice for chairmats        | 1030496- 0       | Office Supplies             |
|              | 10- 923- 000- 0000- 6405              |      | Office Supplies               | 1033836- 0       | Office Supplies             |
|              | 10- 923- 000- 0000- 6405              |      | 11x17 Paper                   | 1033953- 0       | Office Supplies             |
|              | 10- 923- 000- 0000- 6405              |      | copyholder                    | 1033955- 0       | Office Supplies             |
| <b>86235</b> | <b>The Office Shop Inc</b>            |      |                               |                  |                             |
|              |                                       |      |                               |                  | 4 Transactions              |
| <b>923</b>   | <b>DEPT Total:</b>                    |      | <b>Forfeited Tax Sales</b>    | <b>8 Vendors</b> | <b>16 Transactions</b>      |
| <b>926</b>   | <b>DEPT</b>                           |      | <b>Law Library</b>            |                  |                             |
|              | 5173 Thomson Reuters- West Publishing |      |                               |                  |                             |
|              | 10- 926- 000- 0000- 6408              |      | September information charges | 836909835        | Law Books                   |
|              | 10- 926- 000- 0000- 6408              |      | Subscription Charges          | 837000184        | Law Books                   |
|              |                                       |      | 09/05/2017 10/04/2017         | 0                |                             |
|              | 5173 Thomson Reuters- West Publishing |      |                               |                  | 2 Transactions              |
| <b>926</b>   | <b>DEPT Total:</b>                    |      | <b>Law Library</b>            | <b>1 Vendors</b> | <b>2 Transactions</b>       |
| <b>10</b>    | <b>Fund Total:</b>                    |      | <b>Trust</b>                  |                  | <b>28 Transactions</b>      |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
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           |
| 925    | DEPT                     |      | Reforestation       |               |                             |
| 10891  | <b>Roth Construction</b> |      |                     |               |                             |
|        | 11- 925- 000- 0000- 6231 |      | 5 hours Dozer       | 9/25/17       | Services, Labor, Contracts  |
|        | 11- 925- 000- 0000- 6231 |      | 5 hours Excavator   | 9/25/17       | Services, Labor, Contracts  |
|        | 11- 925- 000- 0000- 6231 |      | 5 hours loader      | 9/25/17       | Services, Labor, Contracts  |
|        | 11- 925- 000- 0000- 6231 |      | 10 hours dump truck | 9/25/17       | Services, Labor, Contracts  |
| 10891  | <b>Roth Construction</b> |      | 4 Transactions      |               |                             |
| 925    | DEPT Total:              |      | Reforestation       | 1 Vendors     | 4 Transactions              |
| 11     | Fund Total:              |      | Forest Development  |               | 4 Transactions              |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
19 Long Lake Conservation C

| Vendor | Name                                    | Accr | Rpt | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|--------|---|------|-----|----------|--------------------------------------|----------------------------|--|
| 521    | DEPT                                    |      |     |          | LLCC Administration                  |                            |  |
|        | 85003 Aitkin County DAC                 |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6231                |      |     | 150.00   | cleaned 9/22/17                      |                            | Services, Labor, Contracts                       |
|        | 85003 Aitkin County DAC                 |      |     | 150.00   |                                      | 1 Transactions             |  |
|        | 11419 Beaudry Propane                   |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6254                |      |     | 384.92   | Propane- Director Residence          | 236109                     | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 315.98   | Propane- Instructor Residence        | 236110                     | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 635.95   | Propane- Dining Hall                 | 236113                     | Utilities  |
|        | 11419 Beaudry Propane                   |      |     | 1,336.85 |                                      | 3 Transactions             |  |
|        | 783 Canon Financial Services, Inc       |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6231                |      |     | 106.01   | Contract Charges- 037                | 17838198                   | Services, Labor, Contracts                       |
|        | 783 Canon Financial Services, Inc       |      |     | 106.01   |                                      | 1 Transactions             |  |
|        | 9270 FRESHWATER SOCIETY                 |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6400                |      |     | 192.83   | (14) Calendars, (6) Planners         | 457                        | Commissary Items                                 |
|        | 9270 FRESHWATER SOCIETY                 |      |     | 192.83   |                                      | 1 Transactions             |  |
|        | 2340 Hyytinen Hardware Hank             |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6405                |      |     | 15.95    | IT supplies for WiFi                 | 1423493                    | Office & Computer Supplies                       |
|        | 19- 521- 000- 0000- 6405                |      |     | 4.99     | IT supplies for WiFi                 | 1423684                    | Office & Computer Supplies                       |
|        | 2340 Hyytinen Hardware Hank             |      |     | 20.94    |                                      | 2 Transactions             |  |
|        | 3160 Mille Lacs Energy Coop- Albert Lea |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6254                |      |     | 76.34    | Director's Residence                 | 271300401                  | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 171.02   | Energy Center                        | 271300502                  | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 388.79   | Dining Hall                          | 271300601                  | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 478.93   | North Star Lodge                     | 271300703                  | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 54.04    | Parking Lot                          | 271300801                  | Utilities  |
|        | 19- 521- 000- 0000- 6254                |      |     | 72.54    | Staff Residence                      | 271300901                  | Utilities  |
|        | 3160 Mille Lacs Energy Coop- Albert Lea |      |     | 1,241.66 |                                      | 6 Transactions             |  |
|        | 9463 NMN,Inc                            |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6400                |      |     | 108.30   | playing cards for commissary         | 10057715                   | Commissary Items                                 |
|        | 9463 NMN,Inc                            |      |     | 108.30   |                                      | 1 Transactions             |  |
|        | 4425 Shirts Plus                        |      |     |          |                                      |                            |  |
|        | 19- 521- 000- 0000- 6400                |      |     | 262.80   | (24) Tie- dye Ts                     | 1329                       | Commissary Items                                 |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
10/30/17 2:02PM  
19 Long Lake Conservation C

| Vendor Name                 | Rpt       | Warrant Description            | Invoice #     | Account/Formula Description   |
|-----------------------------|-----------|--------------------------------|---------------|-------------------------------|
| No. Account/Formula         | Accr      | Service Dates                  | Paid On Bhf # | On Behalf of Name             |
| 19- 521- 000- 0000- 6400    | 156.00    | (12) Blaze orange beanies      | 1329          | Commissary Items              |
| 4425 Shirts Plus            | 418.80    |                                |               |                               |
|                             |           | 2 Transactions                 |               |                               |
| 521 DEPT Total:             | 3,575.39  | LLCC Administration            | 8 Vendors     | 17 Transactions               |
| 523 DEPT                    |           | LLCC Food                      |               |                               |
| 5662 McGregor Dairy, Inc    |           |                                |               |                               |
| 19- 523- 000- 0000- 6418    | 405.39    | Groceries                      | 27477         | Groceries- Students           |
| 19- 523- 000- 0000- 6418    | 169.54    | Groceries                      | 27506         | Groceries- Students           |
| 5662 McGregor Dairy, Inc    | 574.93    |                                |               |                               |
|                             |           | 2 Transactions                 |               |                               |
| 4761 Sysco Minnesota Inc    |           |                                |               |                               |
| 19- 523- 000- 0000- 6418    | 808.75    | Groceries                      | 153175104     | Groceries- Students           |
| 19- 523- 000- 0000- 6420    | 115.74    | Food service supplies          | 153175104     | Food Service Supplies         |
| 19- 523- 000- 0000- 6418    | 1,312.49  | Groceries                      | 153179186     | Groceries- Students           |
| 19- 523- 000- 0000- 6420    | 43.81     | Food service supplies          | 153179186     | Food Service Supplies         |
| 4761 Sysco Minnesota Inc    | 2,280.79  |                                |               |                               |
|                             |           | 4 Transactions                 |               |                               |
| 4968 Upper Lakes Foods, Inc |           |                                |               |                               |
| 19- 523- 000- 0000- 6418    | 1,863.40  | Groceries                      | 157318- 00    | Groceries- Students           |
| 19- 523- 000- 0000- 6420    | 145.78    | Food Service Supplies          | 157318- 00    | Food Service Supplies         |
| 19- 523- 000- 0000- 6418    | 1,903.03  | Groceries                      | 162719- 00    | Groceries- Students           |
| 19- 523- 000- 0000- 6418    | 383.84    | Credit- Spaghetti noodles      | 162719- OA    | Groceries- Students           |
| 4968 Upper Lakes Foods, Inc | 3,528.37  |                                |               |                               |
|                             |           | 4 Transactions                 |               |                               |
| 523 DEPT Total:             | 6,384.09  | LLCC Food                      | 3 Vendors     | 10 Transactions               |
| 524 DEPT                    |           | LLCC Maintenance               |               |                               |
| 11946 McGuire Mechanical    |           |                                |               |                               |
| 19- 524- 000- 0000- 6590    | 505.45    | replace walkin freezer fan mot | 8058          | Repair & Maintenance Supplies |
| 11946 McGuire Mechanical    | 505.45    |                                |               |                               |
|                             |           | 1 Transactions                 |               |                               |
| 524 DEPT Total:             | 505.45    | LLCC Maintenance               | 1 Vendors     | 1 Transactions                |
| 19 Fund Total:              | 10,464.93 | Long Lake Conservation Center  |               | 28 Transactions               |

DKB1  
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21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor Name                             | <u>Rpt</u>  | <u>Warrant Description</u>     | <u>Invoice #</u>     | <u>Account/Formular Description</u> |
|---|-------------|--------------------------------|----------------------|-------------------------------------|
| <u>No. Account/Formular</u>             | <u>Accr</u> | <u>Service Dates</u>           | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>            |
| 520 DEPT                                |             | Parks                          |                      |                                     |
| 13649 Aitkin Rental Center              |             | 7365 Excavator #2 mini         | 10259                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 315.00      |                                |                      |                                     |
| 13649 Aitkin Rental Center              | 315.00      | 1 Transactions                 |                      |                                     |
| 9625 Blind Lake ATV Club                |             | Blind Lake ATV Reimbursement   |                      | Trail Grants- State                 |
| 21- 520- 000- 0000- 6802                | 1,921.39    |                                |                      |                                     |
| 9625 Blind Lake ATV Club                | 1,921.39    | 1 Transactions                 |                      |                                     |
| 10618 Erik's Lawn Service               |             | SR Campground 4@190.00         | 4698                 | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 760.00      |                                |                      |                                     |
| 21- 520- 000- 0000- 6231                | 640.00      | Berglund Park 4@160.00         | 4698                 | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 500.00      | Jacobs park/wayside 4@125.00   | 4698                 | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 380.00      | Aitkin Campground 4@95.00      | 4698                 | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 140.00      | RL Beach 4@35.00               | 4698                 | Services, Labor, Contracts          |
| 10618 Erik's Lawn Service               | 2,420.00    | 5 Transactions                 |                      |                                     |
| 1880 Gravelle Plumbing & Heating, Inc   |             | adapter                        | 75115                | Repair & Maintenance Supplies       |
| 21- 520- 000- 0000- 6590                | 0.45        |                                |                      |                                     |
| 1880 Gravelle Plumbing & Heating, Inc   | 0.45        | 1 Transactions                 |                      |                                     |
| 9354 Kangas Enterprise, Inc             |             | Axtell                         | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 90.00       | 09/01/2017 09/30/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 90.00       | Lawler trail head parking lot  | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 90.00       | 09/01/2017 09/30/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 90.00       | McGrath Soo Line               | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 90.00       | 09/01/2017 09/30/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 90.00       | McGregor Trail head parking lo | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 130.00      | 09/01/2017 09/30/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 130.00      | Berglund Campground Dump       | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 130.00      | 09/13/2017 09/13/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 130.00      | Berglund Campground Dump       | 15235                | Services, Labor, Contracts          |
| 21- 520- 000- 0000- 6231                | 120.00      | 09/27/2017 09/27/2017          | 0                    |                                     |
| 21- 520- 000- 0000- 6231                | 120.00      | Jacobson Rest Area             | 15235                | Services, Labor, Contracts          |
| 9354 Kangas Enterprise, Inc             | 740.00      | 09/15/2017 09/15/2017          | 0                    |                                     |
|   |             | 7 Transactions                 |                      |                                     |
| 3160 Mille Lacs Energy Coop- Albert Lea |             |                                |                      |                                     |

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 21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor     | <u>Name</u>                        | <u>Rpt</u>  | <u>Amount</u> | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|------------|------------------------------------|-------------|---------------|----------------------------|----------------------|------------------------------------|
| <u>No.</u> | <u>Account/Formula</u>             | <u>Accr</u> |               | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
|            | 21- 520- 000- 0000- 6254           |             | 112.67        | Berglund Park Electricity  | 185110602            | Utilities                          |
| 3160       | Mille Lacs Energy Coop- Albert Lea |             | 112.67        |                            |                      |                                    |
|            |                                    |             |               | 1 Transactions             |                      |                                    |
| 3950       | Public Utilities                   |             |               |                            |                      |                                    |
|            | 21- 520- 000- 0000- 6254           |             | 166.58        | Land Department            |                      | Utilities                          |
|            | 21- 520- 000- 0000- 6254           |             | 36.98         | Mississippi Access         |                      | Utilities                          |
|            | 21- 520- 000- 0000- 6254           |             | 71.36         | Parks Shower MS Access     |                      | Utilities                          |
| 3950       | Public Utilities                   |             | 274.92        |                            |                      |                                    |
|            |                                    |             |               | 3 Transactions             |                      |                                    |
| 520        | DEPT Total:                        |             | 5,784.43      | Parks                      | 7 Vendors            | 19 Transactions                    |
| 21         | Fund Total:                        |             | 5,784.43      | Parks                      |                      | 19 Transactions                    |
|            | Final Total:                       |             | 166,198.52    | 204 Vendors                | 322 Transactions     |                                    |

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>     | <u>Name</u>                   |
|------------------|-------------------|-------------------------------|
| 1                | 93,534.25         | General Fund                  |
| 3                | 23,519.53         | Road & Bridge                 |
| 5                | 1,233.25          | Health & Human Services       |
| 10               | 28,662.13         | Trust                         |
| 11               | 3,000.00          | Forest Development            |
| 19               | 10,464.93         | Long Lake Conservation Center |
| 21               | 5,784.43          | Parks                         |
| <b>All Funds</b> | <b>166,198.52</b> | <b>Total</b>                  |

Approved by,

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11/9/17 3:33PM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Print List in Order By: 2

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

Page Break By:

1

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

#2

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

Save Report Options?: N

DKB1  
 11/9/17 3:33PM  
 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u>            | <u>Rpt</u>  | <u>Warrant Description</u>      | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|-------------------------------|-------------|---------------------------------|----------------------|------------------------------------|
| <u>No. Account/Formula</u>    | <u>Accr</u> | <u>Service Dates</u>            | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 1 DEPT                        |             | Commissioners                   |                      |                                    |
| 86222 Aitkin Independent Age  |             |                                 |                      |                                    |
| 01-001-000-0000-6230          |             | 133.88 Synopsis 9/12/17         | 1479                 | Printing, Publishing & Adv         |
| 01-001-000-0000-6230          |             | 78.75 Synopsis 9/26/17          | 1479                 | Printing, Publishing & Adv         |
| 86222 Aitkin Independent Age  |             | 212.63                          |                      | 2 Transactions                     |
| 10452 AT&T Mobility           |             |                                 |                      |                                    |
| 01-001-000-0000-6250          |             | 70.78 Foundation Account        | 287259994975         | Telephone                          |
| 10452 AT&T Mobility           |             | 70.78                           |                      | 1 Transactions                     |
| 5972 Dovetail Partners, Inc   |             |                                 |                      |                                    |
| 01-001-000-0000-6241          |             | 40.00 Nat.Resources class-Pratt | 11/17 LLCC           | Registration Fee                   |
| 01-001-000-0000-6241          |             | 40.00 Nat.Resource Reg/Marcotte | 11/17/17 LLCC        | Registration Fee                   |
| 5972 Dovetail Partners, Inc   |             | 80.00                           |                      | 2 Transactions                     |
| 14289 Pratt/Bill              |             |                                 |                      |                                    |
| 01-001-000-0000-6330          |             | 395.90 Mileage 10/3- 10/24      | 740@.535             | Transportation & Travel & Parking  |
| 14289 Pratt/Bill              |             | 395.90                          |                      | 1 Transactions                     |
| 1 DEPT Total:                 |             | 759.31                          | Commissioners        | 4 Vendors 6 Transactions           |
| 12 DEPT                       |             | Court Administration            |                      |                                    |
| 10385 Brandt Law Office       |             |                                 |                      |                                    |
| 01-012-000-0000-6232          |             | 20.00 Services Rendered         | 26870                | Attorney Services                  |
| 10385 Brandt Law Office       |             | 20.00                           |                      | 1 Transactions                     |
| 11634 Gammello & Pearson PLLC |             |                                 |                      |                                    |
| 01-012-000-0000-6232          |             | 22.50 FEES 01- FA- 14- 1140     | 60098                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 142.50 FEES 01- JV- 17- 510     | 60099                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 32.10 MILEAGE                   | 60099                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 375.00 FEES 01- FA- 17- 529     | 60101                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 472.50 FEES 01- JV- 17- 629     | 60102                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 64.20 MILEAGE                   | 60102                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 75.00 FEES 01- JV- 17- 614      | 60103                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 150.00 FEES 01- FA- 17- 647     | 60104                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 32.10 MILEAGE                   | 60104                | Attorney Services                  |
| 01-012-000-0000-6232          |             | 75.00 FEES 01- FA- 17- 764      | 60105                | Attorney Services                  |
| 11634 Gammello & Pearson PLLC |             | 1,440.90                        |                      | 10 Transactions                    |

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



| Vendor | Name                              | Rpt  | Amount   | Warrant Description     | Invoice #     | Account/Formula Description |
|--------|-----------------------------------|------|----------|-------------------------|---------------|-----------------------------|
| No.    | Account/Formula                   | Accr |          | Service Dates           | Paid On Bhf # | On Behalf of Name           |
| 5851   | Gustafson Attorney at Law/Jean M. |      | 630.00   | FEES 01- PR- 16- 766    | 00154         | Attorney Services           |
|        | 01- 012- 000- 0000- 6232          |      |          |                         |               |                             |
| 5851   | Gustafson Attorney at Law/Jean M. |      | 630.00   |                         |               |                             |
|        |                                   |      |          | 1 Transactions          |               |                             |
| 1976   | Haberkorn Law Offices,Ltd         |      | 4,035.00 | FEES JULY- SEPTEMBER    |               | Attorney Services           |
|        | 01- 012- 000- 0000- 6232          |      |          | 07/11/2017 09/29/2017   | 0             |                             |
|        | 01- 012- 000- 0000- 6232          |      | 49.22    | COSTS                   |               | Attorney Services           |
|        |                                   |      |          | 07/11/2017 09/29/2017   | 0             |                             |
| 1976   | Haberkorn Law Offices,Ltd         |      | 4,084.22 |                         |               |                             |
|        |                                   |      |          | 2 Transactions          |               |                             |
| 5176   | Wetzel Law Firm                   |      | 120.00   | FEES 01- PX- 99- 99     | 11452         | Attorney Services           |
|        | 01- 012- 000- 0000- 6232          |      |          |                         |               |                             |
| 5176   | Wetzel Law Firm                   |      | 120.00   |                         |               |                             |
|        |                                   |      |          | 1 Transactions          |               |                             |
| 12     | DEPT Total:                       |      | 6,295.12 | Court Administration    | 5 Vendors     | 15 Transactions             |
| 40     | DEPT                              |      |          | Auditor                 |               |                             |
| 86222  | Aitkin Independent Age            |      | 36.00    | Serv/Dir                | 1014          | Printing, Publishing & Adv  |
|        | 01- 040- 021- 0000- 6230          |      |          |                         |               |                             |
| 86222  | Aitkin Independent Age            |      | 36.00    |                         |               |                             |
|        |                                   |      |          | 1 Transactions          |               |                             |
| 2214   | Holder/Maryann                    |      | 750.00   | December Rent           |               | Rentals                     |
|        | 01- 040- 021- 0000- 6301          |      |          |                         |               |                             |
| 2214   | Holder/Maryann                    |      | 750.00   |                         |               |                             |
|        |                                   |      |          | 1 Transactions          |               |                             |
| 2386   | Information Systems Corp          |      | 503.04   | NEXSAN ASSUREON SUPPORT | 24604         | Services, Labor, Contracts  |
|        | 01- 040- 000- 0000- 6231          |      |          | 01/07/2018 01/07/2019   | 0             |                             |
| 2386   | Information Systems Corp          |      | 503.04   |                         |               |                             |
|        |                                   |      |          | 1 Transactions          |               |                             |
| 86235  | The Office Shop Inc               |      | 11.96    | CRS Cartridge           | 1029572- 0    | Office & Computer Supplies  |
|        | 01- 040- 021- 0000- 6405          |      |          |                         |               |                             |
|        | 01- 040- 021- 0000- 6405          |      | 10.80    | Copy holder             | 293642- 0     | Office & Computer Supplies  |
|        | 01- 040- 021- 0000- 6405          |      | 14.09    | Desk pad calendar       | 295297- 0     | Office & Computer Supplies  |
| 86235  | The Office Shop Inc               |      | 36.85    |                         |               |                             |
|        |                                   |      |          | 3 Transactions          |               |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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1 General Fund

| Vendor Name   | Rpt  | Warrant Description | Invoice #                | Account/Formula Description                |
|---|------|---------------------|--------------------------|--|
| No. Account/Formula   | Accr | Amount              | Service Dates            | Paid On Bhf # On Behalf of Name            |
| 40 DEPT Total:  |      | 1,325.89            | Auditor                  | 4 Vendors 6 Transactions                   |
| 42 DEPT   |      |                     | Treasurer                |  |
| 208 American Solutions For Business<br>01-042-000-0000-6405 |      | 667.16              | TNT forms                | INV03263464 Office & Computer Supplies     |
| 208 American Solutions For Business                         |      | 667.16              |                          | 1 Transactions                             |
| 2386 Information Systems Corp<br>01-042-000-0000-6231       |      | 503.04              | NEXSAN ASSUREON SUPPORT  | 24604 Services, Labor, Contracts           |
| 2386 Information Systems Corp                               |      | 503.04              | 01/07/2018 01/07/2019    | 0 1 Transactions                           |
| 14742 Jaguar Software<br>01-042-000-0000-6231               |      | 2,282.00            | MirrorImage software Mtc | 7037 Services, Labor, Contracts            |
| 14742 Jaguar Software                                       |      | 2,282.00            |                          | 1 Transactions                             |
| 10930 Tidholm Productions<br>01-042-000-0000-6405           |      | 887.60              | #10 window envelopes     | 9515 6939 Office & Computer Supplies       |
| 10930 Tidholm Productions                                   |      | 887.60              |                          | 1 Transactions                             |
| 42 DEPT Total:  |      | 4,339.80            | Treasurer                | 4 Vendors 4 Transactions                   |
| 43 DEPT   |      |                     | Assessor                 |  |
| 10452 AT&T Mobility<br>01-043-000-0000-6250                 |      | 209.94              | monthly wireless         | 287250162187 Telephone                     |
| 10452 AT&T Mobility   |      | 209.94              |                          | 1 Transactions                             |
| 783 Canon Financial Services, Inc<br>01-043-000-0000-6231   |      | 164.08              | Copier Contract-033      | 17838184 Services, Labor, Contracts        |
| 783 Canon Financial Services, Inc                           |      | 164.08              |                          | 1 Transactions                             |
| 10330 Dangers/Mike<br>01-043-000-0000-6330                  |      | 82.65               | AMC mileage-11/6/17      | 190@.435 Transportation & Travel & Parking |
| 10330 Dangers/Mike  |      | 82.65               |                          | 1 Transactions                             |
| 4641 Holiday Credit Office<br>01-043-000-0000-6511          |      | 560.92              | October Gas              | 1400000147443 Gas And Oil                  |

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 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                |
| 4641   | Holiday Credit Office     |      |                               |               |                                  |
|        |                           |      | 1 Transactions                |               |                                  |
| 13934  | Tire Barn                 |      |                               |               |                                  |
|        | 01-043-000-0000-6302      |      | 2012 Escape- 4 tires- mounted | 40758         | Car Maintenance                  |
|        | 01-043-000-0000-6511      |      | tranny line connector repair  | 40849         | Gas And Oil                      |
| 13934  | Tire Barn                 |      | 2 Transactions                |               |                                  |
| 43     | DEPT Total:               |      | Assessor                      | 5 Vendors     | 6 Transactions                   |
| 44     | DEPT                      |      | Central Services              |               |                                  |
| 12449  | NEOPOST USA INC           |      |                               |               |                                  |
|        | 01-044-048-0000-6405      |      | Ink                           | 15248836      | Postage Supplies                 |
| 12449  | NEOPOST USA INC           |      | 1 Transactions                |               |                                  |
| 3336   | Office Of MN. IT Services |      |                               |               |                                  |
|        | 01-044-000-0000-6231      |      | October useage- 100A00002     | DV17100411    | Services, Labor, Contracts       |
| 3336   | Office Of MN. IT Services |      | 1 Transactions                |               |                                  |
| 86235  | The Office Shop Inc       |      |                               |               |                                  |
|        | 01-044-000-0000-6231      |      | Meter #1 B&W                  | 295163-0      | Services, Labor, Contracts       |
|        | 01-044-000-0000-6231      |      | Meter #2 Color                | 295163-0      | Services, Labor, Contracts       |
| 86235  | The Office Shop Inc       |      | 2 Transactions                |               |                                  |
| 44     | DEPT Total:               |      | Central Services              | 3 Vendors     | 4 Transactions                   |
| 45     | DEPT                      |      | Motor Pool                    |               |                                  |
| 170    | Aitkin Motor Company      |      |                               |               |                                  |
|        | 01-045-000-0000-6302      |      | #18 Oil change/tire rotation  | 15372         | Car Maintenance                  |
|        | 01-045-000-0000-6302      |      | #47 Oil change/tire rotation  | 15393         | Car Maintenance                  |
|        | 01-045-000-0000-6302      |      | #31 Oil change/tire rotation  | 15711         | Car Maintenance                  |
| 170    | Aitkin Motor Company      |      | 3 Transactions                |               |                                  |
| 45     | DEPT Total:               |      | Motor Pool                    | 1 Vendors     | 3 Transactions                   |
| 49     | DEPT                      |      | Information Technologies      |               |                                  |
| 10452  | AT&T Mobility             |      |                               |               |                                  |
|        | 01-049-000-0000-6231      |      | IPAD dataplan                 | 287279507473  | Programming, Services, Contracts |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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>Service Dates</u>       | <u>Paid On Bhf #</u>                 | <u>On Behalf of Name</u>                  |
| 10452 AT&T Mobility                                  |             | 36.24                      | 1 Transactions                       |   |
| 9227 Kc Phone Guys<br>01-049-000-0000-6402           |             | 855.00                     | 19 phones- With trade                | 24255 Computer Supplies & Software        |
| 9227 Kc Phone Guys                                   |             | 855.00                     | 1 Transactions                       |   |
| 11158 Solarwinds Inc<br>01-049-000-0000-6231         |             | 423.00                     | Maintenance toolset renewal          | IN349718 Programming, Services, Contracts |
| 11158 Solarwinds Inc                                 |             | 423.00                     | 1 Transactions                       |   |
| <b>49 DEPT Total:</b>                                |             | <b>1,314.24</b>            | <b>Information Technologies</b>      | <b>3 Vendors 3 Transactions</b>           |
| <b>52 DEPT</b>                                       |             |                            | <b>Administration/Personnel Dept</b> |   |
| 86222 Aitkin Independent Age<br>01-052-000-0000-6230 |             | 237.29                     | Position Vacancies                   | 1483 Printing, Publishing & Adv           |
| 86222 Aitkin Independent Age                         |             | 237.29                     | 1 Transactions                       |   |
| 10452 AT&T Mobility<br>01-052-000-0000-6250          |             | 108.97                     | Foundation Account                   | 287259994975 Telephone                    |
| 10452 AT&T Mobility                                  |             | 108.97                     | 1 Transactions                       |   |
| 4641 Holiday Credit Office<br>01-052-000-0000-6511   |             | 23.11                      | October Gas                          | 1400000135194 Gas And Oil                 |
| 4641 Holiday Credit Office                           |             | 23.11                      | 1 Transactions                       |   |
| 86235 The Office Shop Inc<br>01-052-000-0000-6405    |             | 21.65                      | Sheet protectors                     | 1034598-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 19.01                      | Legal pocket folders- expandabl      | 1034988-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 36.18                      | Legal interior Manila folders        | 1034988-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 28.54                      | Storage Boxes                        | 1034988-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 107.99                     | Printer Cartridge                    | 1035083-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 21.12                      | letter size manila folders           | 1035195-0 Office & Computer Supplies      |
| 01-052-000-0000-6405                                 |             | 36.18-                     | return legal Manila folders          | C1034988 Office & Computer Supplies       |
| 86235 The Office Shop Inc                            |             | 198.31                     | 7 Transactions                       |   |
| <b>52 DEPT Total:</b>                                |             | <b>567.68</b>              | <b>Adminlstration/Personnel Dept</b> | <b>4 Vendors 10 Transactions</b>          |
| <b>90 DEPT</b>                                       |             |                            | <b>Attorney</b>                      |   |

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



| Vendor Name                           | Rpt      | Warrant Description             | Invoice #     | Account/Formula Description              |
|---------------------------------------|----------|---------------------------------|---------------|--|
| No. Account/Formula                   | Accr     | Service Dates                   | Paid On Bhf # | On Behalf of Name                        |
|                                       | Amount   |                                 |               |  |
| 529 Benton County Sheriff             |          | subpoena 01CR17551              | 3589          | Co Sheriff Services                      |
| 01-090-000-0000-6234                  | 50.00    |                                 |               |  |
| 529 Benton County Sheriff             | 50.00    | 1 Transactions                  |               |  |
| 13886 Benusa/Nathan                   |          | meal/homicide training          |               | Training/Education                       |
| 01-090-000-0000-6208                  | 13.32    |                                 |               |  |
| 01-090-000-0000-6208                  | 142.32   | mileage/homicide training       | 266@.535      | Training/Education                       |
| 13886 Benusa/Nathan                   | 155.64   | 2 Transactions                  |               |  |
| 783 Canon Financial Services, Inc     |          | Contract Charges-038-10/20/17   | 102717        | Office & Computer Supplies               |
| 01-090-000-0000-6405                  | 359.91   |                                 |               |  |
| 01-090-000-0000-6405                  | 359.91   | Contract Charges-038-1120/17    | 102717        | Office & Computer Supplies               |
| 783 Canon Financial Services, Inc     | 719.82   | 2 Transactions                  |               |  |
| 5173 Thomson Reuters- West Publishing |          | Subscription charges            | 837021422     | Law Publ. & Subscriptions                |
| 01-090-000-0000-6406                  | 82.00    |                                 |               |  |
| 5173 Thomson Reuters- West Publishing | 82.00    | 1 Transactions                  |               |  |
| 10156 Winge/Sarah                     |          | mileage- Walker court appt.     | 140@.535      | Crt.Related Travel Expenses              |
| 01-090-000-0000-6333                  | 74.90    |                                 |               |  |
| 10156 Winge/Sarah                     | 74.90    | 1 Transactions                  |               |  |
| 90 DEPT Total:                        | 1,082.36 | Attorney                        | 5 Vendors     | 7 Transactions                           |
| 100 DEPT                              |          | Recorder                        |               |  |
| 607 GOVERNMENT FORMS & SUPPLIES       |          | PEGBOARD RECEIPTS               | 0307021       | Printing, Publishing & Adv               |
| 01-100-000-0000-6230                  | 332.49   |                                 |               |  |
| 607 GOVERNMENT FORMS & SUPPLIES       | 332.49   | 1 Transactions                  |               |  |
| 2386 Information Systems Corp         |          | maint.agreement- Microfilm read | 0000009250    | Services, Labor, Contracts- Recorder's   |
| 01-100-196-0000-6231                  | 1,605.00 |                                 |               |  |
| 01-100-195-0000-6231                  | 335.35   | NEXSAN ASSUREON SUPPORT         | 24604         | Services, Labor, Contracts- Land Records |
|                                       |          | 01/07/2018 01/07/2019           | 0             |  |
| 01-100-196-0000-6231                  | 838.39   | NEXSAN ASSUREON SUPPORT         | 24604         | Services, Labor, Contracts- Recorder's   |
|                                       |          | 07/07/2017 07/07/2018           | 0             |  |
| 2386 Information Systems Corp         | 2,778.74 | 3 Transactions                  |               |  |
| 10795 Moriarty/Michael                |          | meal- Real Property Institute   | 11/1/17       | Meals                                    |
| 01-100-000-0000-6340                  | 14.56    |                                 |               |  |

# 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                        |
| 01-100-000-0000-6330                       |      | Parkin- Real Property Institute | 11/3/17          | Transportation & Travel                  |
| 01-100-000-0000-6332                       |      | Hotel- Real Property Institute  | 11/3/17          | Hotels / Motels                          |
| 01-100-000-0000-6330                       |      | mileag- Real Property Institute | 266@.435         | Transportation & Travel                  |
| <b>10795 Moriarty/Michael</b>              |      |                                 |                  |  |
|  |      | 4 Transactions                  |                  |  |
| 3951 Pro West & Associates, Inc            |      |                                 |                  |  |
| 01-100-195-0000-6231                       |      | Survey document search          | 001892           | Services, Labor, Contracts- Land Records |
| 01-100-195-0000-6231                       |      | LINK Maintenance                | 001904           | Services, Labor, Contracts- Land Records |
| <b>3951 Pro West &amp; Associates, Inc</b> |      |                                 |                  |  |
|  |      | 2 Transactions                  |                  |  |
| <b>100 DEPT Total:</b>                     |      | <b>Recorder</b>                 | <b>4 Vendors</b> | <b>10 Transactions</b>                   |
| 110 DEPT                                   |      | Courthouse Maintenance          |                  |  |
| 10452 AT&T Mobility                        |      |                                 |                  |  |
| 01-110-000-0000-6250                       |      | Foundation Account              | 287259994975     | Phone                                    |
| <b>10452 AT&amp;T Mobility</b>             |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 13725 Beartooth True Value                 |      |                                 |                  |  |
| 01-110-000-0000-6422                       |      | Mas Bit, Jr Organizer           | B479980          | Janitorial Supplies                      |
| <b>13725 Beartooth True Value</b>          |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 964 Chief Supply Corp                      |      |                                 |                  |  |
| 01-110-000-0000-6422                       |      | (30) boxes 2X gloves            | 282160           | Janitorial Supplies                      |
| <b>964 Chief Supply Corp</b>               |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 1754 Garrison Disposal Company, Inc        |      |                                 |                  |  |
| 01-110-000-0000-6255                       |      | WASTE REMOVAL                   | 29615            | Garbage                                  |
| <b>1754 Garrison Disposal Company, Inc</b> |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 2186 Hillyard Inc - Kansas City            |      |                                 |                  |  |
| 01-110-000-0000-6422                       |      | cloth 16 x 16                   | 602751006        | Janitorial Supplies                      |
| <b>2186 Hillyard Inc - Kansas City</b>     |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 4641 Holiday Credit Office                 |      |                                 |                  |  |
| 01-110-000-0000-6511                       |      | October Gas                     | 1400000135208    | Gas And Oil                              |
| <b>4641 Holiday Credit Office</b>          |      |                                 |                  |  |
|  |      | 1 Transactions                  |                  |  |
| 2340 Hyytinen Hardware Hank                |      |                                 |                  |  |
| 01-110-000-0000-6422                       |      | spray adhesive screws           | 1424622          | Janitorial Supplies                      |

# 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           |
| 01-110-000-0000-6422                 |                 | sonic masonry bits            | 1424709          | Janitorial Supplies         |
| 01-110-000-0000-6422                 |                 | sockets,wrench set , screws   | 1425088          | Janitorial Supplies         |
| 01-110-000-0000-6422                 |                 | nuts, washers,slip joints     | 1425349          | Janitorial Supplies         |
| 01-110-000-0000-6422                 |                 | contact cement, vinly elec    | 1427524          | Janitorial Supplies         |
| 01-110-000-0000-6422                 |                 | sonic masonry,batteries       | 1429347          | Janitorial Supplies         |
| <b>2340 Hyytinen Hardware Hank</b>   |                 |                               |                  |                             |
|                                      | 114.03          |                               | 6 Transactions   |                             |
| <b>89765 Minnesota Elevator, Inc</b> |                 |                               |                  |                             |
| 01-110-000-0000-6231                 |                 | November service              | 727380           | Services, Labor, Contracts  |
| <b>89765 Minnesota Elevator, Inc</b> | 171.64          |                               |                  |                             |
|                                      | 171.64          |                               | 1 Transactions   |                             |
| <b>110 DEPT Total:</b>               | <b>1,256.90</b> | <b>Courthouse Maintenance</b> | <b>8 Vendors</b> | <b>13 Transactions</b>      |
| <b>111 DEPT</b>                      |                 | <b>Buildings</b>              |                  |                             |
| <b>14740 Bear Creek Builders</b>     |                 |                               |                  |                             |
| 01-111-000-0000-6605                 |                 | Basement Remodel              | 16840            | Building & Structures       |
| <b>14740 Bear Creek Builders</b>     | <b>8,479.38</b> |                               |                  |                             |
|                                      | <b>8,479.38</b> |                               | 1 Transactions   |                             |
| <b>2340 Hyytinen Hardware Hank</b>   |                 |                               |                  |                             |
| 01-111-000-0000-6605                 |                 | HHS basement paint supplies   | 1425285          | Building & Structures       |
| 01-111-000-0000-6605                 |                 | HHS basement paint supplies   | 1427523          | Building & Structures       |
| 01-111-000-0000-6605                 |                 | HHS basement paint supplies   | 1427523          | Building & Structures       |
| 01-111-000-0000-6605                 |                 | HHS basement return&credit    | 1429525          | Building & Structures       |
| <b>2340 Hyytinen Hardware Hank</b>   | <b>112.90</b>   |                               |                  |                             |
|                                      | <b>112.90</b>   |                               | 4 Transactions   |                             |
| <b>111 DEPT Total:</b>               | <b>8,592.28</b> | <b>Buildings</b>              | <b>2 Vendors</b> | <b>5 Transactions</b>       |
| <b>120 DEPT</b>                      |                 | <b>Service Officer</b>        |                  |                             |
| <b>10981 Bakken/Glen A.J.</b>        |                 |                               |                  |                             |
| 01-120-000-0000-6350                 |                 | Drive Vet Van                 | Mpls             | Per Diem                    |
|                                      | 50.00           | 11/01/2017                    | 11/01/2017       | 0                           |
| <b>10981 Bakken/Glen A.J.</b>        | <b>50.00</b>    |                               |                  |                             |
|                                      | <b>50.00</b>    |                               | 1 Transactions   |                             |
| <b>4641 Holiday Credit Office</b>    |                 |                               |                  |                             |
| 01-120-000-0000-6511                 |                 | October Gas                   | 1400000136034    | Gas And Oil                 |
| <b>4641 Holiday Credit Office</b>    | <b>227.95</b>   |                               |                  |                             |
|                                      | <b>227.95</b>   |                               | 1 Transactions   |                             |
| <b>2448 Janzen/Carroll Mark</b>      |                 |                               |                  |                             |

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u>         | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|----------------------------|-------------|----------------------------|----------------------|------------------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 01- 120- 000- 0000- 6350   |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 2448 Janzen/Carroll Mark   | 50.00       | 10/17/2017 10/17/2017      | 0                    |                                    |
|                            | 50.00       | 1 Transactions             |                      |                                    |
| 3093 Jones/Stanley Carter  |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/10/2017 10/10/2017      | 0                    |                                    |
| 3093 Jones/Stanley Carter  | 50.00       | 1 Transactions             |                      |                                    |
| 5767 Lamke/Dennis          |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/11/2017 10/11/2017      | 0                    |                                    |
| 5767 Lamke/Dennis          | 50.00       | 1 Transactions             |                      |                                    |
| 10234 Miller/Conrad        |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/31/2017 10/31/2017      | 0                    |                                    |
| 10234 Miller/Conrad        | 50.00       | 1 Transactions             |                      |                                    |
| 10677 Olsen/Gerald D       |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/27/2017 10/27/2017      | 0                    |                                    |
| 10677 Olsen/Gerald D       | 50.00       | 1 Transactions             |                      |                                    |
| 3912 Peterson/Richard      |             | Drive Vet Van              | Mpls                 | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/24/2017 10/24/2017      | 0                    |                                    |
| 3912 Peterson/Richard      | 50.00       | 1 Transactions             |                      |                                    |
| 11362 Roscoe/Bernie        |             | Drive Vet Van              | St Cloud             | Per Diem                           |
| 01- 120- 000- 0000- 6350   | 50.00       | 10/17/2017 10/17/2017      | 0                    |                                    |
| 11362 Roscoe/Bernie        | 50.00       | 1 Transactions             |                      |                                    |
| 6097 Verizon Wireless      |             | Vet van cell phone         | 880690364            | Telephone                          |
| 01- 120- 000- 0000- 6250   | 13.00       |                            |                      |                                    |
| 6097 Verizon Wireless      | 13.00       | 1 Transactions             |                      |                                    |
| 5960 Wilmo/Wesley S.       |             |                            |                      |                                    |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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                       |
| 01-120-000-0000-6350          |          | Drive Vet Van           | St Cloud      | Per Diem                                |
|                               |          | 10/03/2017 10/03/2017   | 0             |   |
| 01-120-000-0000-6350          |          | Drive Vet Van           | St Cloud      | Per Diem                                |
|                               |          | 10/19/2017 10/19/2017   | 0             |   |
| 5960 Wilmo/Wesley S.          |          | 2 Transactions          |               |   |
| 120 DEPT Total:               | 740.95   | Service Officer         | 11 Vendors    | 12 Transactions                         |
| 122 DEPT                      |          | Planning & Zoning       |               |   |
| 86222 Aitkin Independent Age  |          | BOA Hearing Notice 11/1 | 1482          | Printing, Publishing & Adv              |
| 01-122-000-0000-6230          | 105.00   |                         |               |   |
| 86222 Aitkin Independent Age  | 105.00   | 1 Transactions          |               |   |
| 14339 Bright/Richard Edward   |          | BOA/Onsites             | 11/1/17       | Per Diem                                |
| 01-122-000-0000-6350          | 80.00    |                         |               |   |
| 01-122-038-0000-6330          | 71.16    | BOA/Onsites mileage     | 133@.535      | Boa/Pc Mileage                          |
| 14339 Bright/Richard Edward   | 151.16   | 2 Transactions          |               |   |
| 13066 Hargrave/Bryan          |          | CONTRACT INSPECTIONS    | 10@350.00     | Services, Labor, Contracts, Programming |
| 01-122-000-0000-6231          | 3,500.00 | 10/30/2017 11/10/2017   | 0             |   |
| 13066 Hargrave/Bryan          | 3,500.00 | 1 Transactions          |               |   |
| 4641 Holiday Credit Office    |          | October Gas             | 1400000135321 | Gas And Oil                             |
| 01-122-000-0000-6511          | 65.56    |                         |               |   |
| 4641 Holiday Credit Office    | 65.56    | 1 Transactions          |               |   |
| 2386 Information Systems Corp |          | NEXSAN ASSUREON SUPPORT | 24604         | Services, Labor, Contracts, Programming |
| 01-122-000-0000-6231          | 1,173.75 | 01/07/2018 01/07/2019   | 0             |   |
| 2386 Information Systems Corp | 1,173.75 | 1 Transactions          |               |   |
| 5516 Paquette/Jeremy M        |          | BOA/Onsites             | 11/1/17       | Per Diem                                |
| 01-122-000-0000-6350          | 80.00    |                         |               |   |
| 01-122-038-0000-6330          | 120.91   | BOA/Onsite mileage      | 226@.535      | Boa/Pc Mileage                          |
| 5516 Paquette/Jeremy M        | 200.91   | 2 Transactions          |               |   |
| 10028 Spiel/Edward            |          | BOA/Onsites             | 11/1/17       | Per Diem                                |
| 01-122-000-0000-6350          | 80.00    |                         |               |   |

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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                       |
| 10028 Spiel/Edward                  |          | BOA/Onsites mileage       | 119@.535      | Boa/Pc Mileage                          |
|                                     |          | 2 Transactions            |               |   |
| 12077 Stromberg/Kevin               |          | BOA/Onsites               | 11/1/17       | Per Diem                                |
|                                     |          | BOA/Onsites mileage       | 209@.535      | Boa/Pc Mileage                          |
|                                     |          | 2 Transactions            |               |   |
| 86235 The Office Shop Inc           |          | Copy Contract # of copies | 295164-0      | Services, Labor, Contracts, Programming |
| 86235 The Office Shop Inc           |          | 1 Transactions            |               |   |
| 122 DEPT Total:                     | 6,237.90 | Planning & Zoning         | 9 Vendors     | 13 Transactions                         |
| 123 DEPT                            |          | Coroner                   |               |   |
| 988 Hennepin Co Medical Centers     |          | ME 17- 2300               | medex 021868  | Autopsies- - Pathologist, Xrays, Etc    |
|                                     | 151.33   | ME 17- 2488               | medex 021869  | Autopsies- - Pathologist, Xrays, Etc    |
| 988 Hennepin Co Medical Centers     | 231.91   | 2 Transactions            |               |   |
| 6105 National Medical Services      |          | ME 17- 2300               | medex 021868  | Autopsies- - Pathologist, Xrays, Etc    |
| 6105 National Medical Services      | 70.00    | 1 Transactions            |               |   |
| 3987 Ramsey County Medical Examiner |          | ME 17- 2300               | medex 021868  | Autopsies- - Pathologist, Xrays, Etc    |
|                                     | 1,400.00 | ME 17- 2488               | medex 021869  | Autopsies- - Pathologist, Xrays, Etc    |
| 3987 Ramsey County Medical Examiner | 2,800.00 | 2 Transactions            |               |   |
| 123 DEPT Total:                     | 3,101.91 | Coroner                   | 3 Vendors     | 5 Transactions                          |
| 200 DEPT                            |          | Enforcement               |               |   |
| 117 Aitkin County Sheriff           |          | #206 tabs                 |               | Auto & Trailer License                  |
| 117 Aitkin County Sheriff           | 6.00     | 1 Transactions            |               |   |
| 86222 Aitkin Independent Age        |          | two bank deposit stamps   | 1088          | Office Supplies                         |
|                                     | 48.38    |                           |               |   |

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| <u>Vendor Name</u>  | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>               | <u>Account/Formula Description</u>         |
|---|-------------|----------------------------|--------------------------------|--|
| <u>No.</u> <u>Account/Formula</u>                         | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>           | <u>On Behalf of Name</u>                   |
| <u>86222 Aitkin Independent Age</u>                       |             | <u>48.38</u>               | <u>1 Transactions</u>          |  |
| 10452 AT&T Mobility<br>01-200-000-0000-6250               |             | 1,006.15                   | Foundation Account             | 287258495419 Telephone                     |
| 10452 AT&T Mobility                                       |             | 1,006.15                   | 1 Transactions                 |  |
| 86467 Auto Value Aitkin<br>01-200-000-0000-6302           |             | 9.99                       | headlight bulb #223            | 40110725 Car Maintenance                   |
| 86467 Auto Value Aitkin                                   |             | 9.99                       | 1 Transactions                 |  |
| 12445 Brandl Chevrolet, Buick GMC<br>01-200-000-0000-6302 |             | 449.31                     | #204 purge valve,solenoid      | 303854 Car Maintenance                     |
| 12445 Brandl Chevrolet, Buick GMC                         |             | 449.31                     | 1 Transactions                 |  |
| 13325 Bruggman/Paul<br>01-200-040-0000-6304               |             | 28.50                      | October phone/internet         | TZD Grant Expenses                         |
| 01-200-040-0000-6304                                      |             | 735.00                     | October Hours Worked           | 21@35.00 TZD Grant Expenses                |
| 01-200-040-0000-6304                                      |             | 128.40                     | October miles                  | 240@.535 TZD Grant Expenses                |
| 13325 Bruggman/Paul                                       |             | 891.90                     | 3 Transactions                 |  |
| 783 Canon Financial Services, Inc<br>01-200-000-0000-6231 |             | 164.95                     | monthly lease-001 admin copier | 17908520 Services & Labor (Incl Contracts) |
| 783 Canon Financial Services, Inc                         |             | 164.95                     | 1 Transactions                 |  |
| 4641 Holiday Credit Office<br>01-200-000-0000-6511        |             | 130.40                     | October Gas                    | 1400000288942 Gas And Oil                  |
| 4641 Holiday Credit Office                                |             | 130.40                     | 1 Transactions                 |  |
| 2340 Hyytinen Hardware Hank<br>01-200-000-0000-6409       |             | 1.19                       | #218 office key                | 1423723 Deputy Supplies                    |
| 2340 Hyytinen Hardware Hank                               |             | 1.19                       | 1 Transactions                 |  |
| 4010 Rasley Oil Company<br>01-200-000-0000-6511           |             | 197.47                     | Gas                            | AITCOSHERS Gas And Oil                     |
| 4010 Rasley Oil Company                                   |             | 197.47                     | 1 Transactions                 |  |
| 13864 Sandberg/Kristi<br>01-200-000-0000-6150             |             | 1,000.00                   | December Cobra Premium         | Health Insurance- Employer                 |

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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                 |
| 13864 Sandberg/Kristi            |          |                                 |                |                                   |
|                                  | 1,000.00 |                                 | 1 Transactions |                                   |
| 86235 The Office Shop Inc        |          |                                 |                |                                   |
| 01- 200- 000- 0000- 6405         | 224.97   | chair mats                      | 1033280- 0     | Office Supplies                   |
| 01- 200- 000- 0000- 6405         | 8.55     | red pens                        | 1033896- 0     | Office Supplies                   |
| 01- 200- 000- 0000- 6405         | 42.89    | office supplies                 | 1034755- 0     | Office Supplies                   |
| 01- 200- 000- 0000- 6231         | 293.03   | copy count admin copier         | 294612- 0      | Services & Labor (Incl Contracts) |
| 01- 200- 000- 0000- 6405         | 4.49     | pen refill                      | 294858- 0      | Office Supplies                   |
| 01- 200- 000- 0000- 6231         | 8.48     | copy county deputy room         | 295058- 0      | Services & Labor (Incl Contracts) |
| 01- 200- 000- 0000- 6231         | 315.00   | Annual srvc contract- deputy rm | 295197- 0      | Services & Labor (Incl Contracts) |
| 86235 The Office Shop Inc        | 897.41   |                                 | 7 Transactions |                                   |
| 13934 Tire Barn                  |          |                                 |                |                                   |
| 01- 200- 000- 0000- 6302         | 457.75   | Rotors,pads,calipers- Unmarked  | 40368          | Car Maintenance                   |
| 01- 200- 000- 0000- 6302         | 708.64   | #202 LOF, tie rod end,knuckle   | 40778          | Car Maintenance                   |
| 01- 200- 000- 0000- 6302         | 43.98    | #225 OIL CHANGE                 | 40796          | Car Maintenance                   |
| 01- 200- 000- 0000- 6302         | 145.15   | #219 LOF,mount 4 tires,balance  | 40868          | Car Maintenance                   |
| 13934 Tire Barn                  | 1,355.52 |                                 | 4 Transactions |                                   |
| 13848 WYATT'S TOWING             |          |                                 |                |                                   |
| 01- 200- 000- 0000- 6359         | 229.00   | tow Buick Lucerne 17- 3142      | 11/4/17        | Wrecker Service                   |
| 13848 WYATT'S TOWING             | 229.00   |                                 | 1 Transactions |                                   |
| 200 DEPT Total:                  | 6,387.67 | Enforcement                     | 14 Vendors     | 25 Transactions                   |
| 202 DEPT                         |          | Boat & Water                    |                |                                   |
| 10452 AT&T Mobility              |          |                                 |                |                                   |
| 01- 202- 000- 0000- 6250         | 26.50    | Foundation Account              | 287258495419   | Telephone                         |
| 10452 AT&T Mobility              | 26.50    |                                 | 1 Transactions |                                   |
| 6049 Farm Island Repair & Marine |          |                                 |                |                                   |
| 01- 202- 000- 0000- 6302         | 151.00   | prop repair, decontamination    | 61444          | B&W Maintenance                   |
| 6049 Farm Island Repair & Marine | 151.00   |                                 | 1 Transactions |                                   |
| 2340 Hyytinen Hardware Hank      |          |                                 |                |                                   |
| 01- 202- 000- 0000- 6405         | 5.76     | eyebolt, lap link B&W           | 1418975        | Office Supplies                   |
| 2340 Hyytinen Hardware Hank      | 5.76     |                                 | 1 Transactions |                                   |
| 13934 Tire Barn                  |          |                                 |                |                                   |

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| <u>Vendor Name</u>                | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>               | <u>Account/Formula Description</u>  |
|-----------------------------------|-------------|----------------------------|--------------------------------|-------------------------------------|
| <u>No.</u> <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>           | <u>On Behalf of Name</u>            |
|                                   |             |                            | <u>Paid On Bhf #</u>           |                                     |
| 13934 Tire Barn                   |             | 1,109.87                   | #208 LOF,4 tires,front rotors  | Services & Labor (Incl Contracts)   |
|                                   |             | 1,109.87                   | 1 Transactions                 |                                     |
| 202 DEPT Total:                   |             | 1,293.13                   | Boat & Water                   | 4 Vendors 4 Transactions            |
| 203 DEPT                          |             |                            | Snowmobile                     |                                     |
| 10452 AT&T Mobility               |             |                            |                                |                                     |
| 01-203-000-0000-6250              |             | 26.50                      | Foundation Account             | 287258495419 Telephone              |
| 10452 AT&T Mobility               |             | 26.50                      | 1 Transactions                 |                                     |
| 203 DEPT Total:                   |             | 26.50                      | Snowmobile                     | 1 Vendors 1 Transactions            |
| 206 DEPT                          |             |                            | Forfeitures                    |                                     |
| 86467 Auto Value Aitkin           |             |                            |                                |                                     |
| 01-206-000-0000-6409              |             | 14.99                      | tranny fluid for forf.vehicle  | 40110808 Forfeiture Supplies        |
| 86467 Auto Value Aitkin           |             | 14.99                      | 1 Transactions                 |                                     |
| 206 DEPT Total:                   |             | 14.99                      | Forfeitures                    | 1 Vendors 1 Transactions            |
| 252 DEPT                          |             |                            | Corrections                    |                                     |
| 13649 Aitkin Rental Center        |             |                            |                                |                                     |
| 01-252-000-0000-6590              |             | 102.80                     | rent hammer,chisel drill showe | 46550 Repair & Maintenance Supplies |
| 13649 Aitkin Rental Center        |             | 102.80                     | 1 Transactions                 |                                     |
| 10452 AT&T Mobility               |             |                            |                                |                                     |
| 01-252-000-0000-6250              |             | 49.88                      | Foundation Account             | 287258495419 Telephone              |
| 10452 AT&T Mobility               |             | 49.88                      | 1 Transactions                 |                                     |
| 163 Charter Communications        |             |                            |                                |                                     |
| 01-252-252-0000-6405              |             | 185.91                     | Cable TV                       | Prisoner Welfare                    |
| 163 Charter Communications        |             | 185.91                     | 1 Transactions                 |                                     |
| 5583 Crawford Supply Company      |             |                            |                                |                                     |
| 01-252-252-0000-6408              |             | 137.40                     | Commissary supplies            | 903537 Commissary Supplies          |
| 01-252-252-0000-6408              |             | 60.72                      | Commissary supplies            | 903860 Commissary Supplies          |
| 5583 Crawford Supply Company      |             | 198.12                     | 2 Transactions                 |                                     |
| 88628 Dalco                       |             |                            |                                |                                     |

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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>              |
| 88628 Dalco                       |             | Jail paper products            | 3241841              | Janitorial Supplies                   |
|                                   | 405.72      |                                |                      |                                       |
|                                   | 405.72      |                                | 1 Transactions       |                                       |
| 8694 Department of Transportation |             |                                |                      |                                       |
| 01-252-000-0000-6231              | 300.00      | White Pine Tower               | 110023               | Services & Labor (Incl Contracts)     |
| 01-252-000-0000-6231              | 400.00      | Glen Tower                     | 110149               | Services & Labor (Incl Contracts)     |
| 01-252-000-0000-6231              | 300.00      | Lawler Tower                   | 110196               | Services & Labor (Incl Contracts)     |
| 01-252-000-0000-6231              | 300.00      | Logan Tower                    | 110236               | Services & Labor (Incl Contracts)     |
| 01-252-000-0000-6231              | 300.00      | Quadna Tower                   | 110340               | Services & Labor (Incl Contracts)     |
| 01-252-000-0000-6231              | 300.00      | Sandy Lake Tower               | 110353               | Services & Labor (Incl Contracts)     |
| 8694 Department of Transportation | 1,900.00    |                                | 6 Transactions       |                                       |
| 2186 Hillyard Inc - Kansas City   |             |                                |                      |                                       |
| 01-252-000-0000-6422              | 1,473.69    | janitorial, laundry            | 602751045            | Janitorial Supplies                   |
| 2186 Hillyard Inc - Kansas City   | 1,473.69    |                                | 1 Transactions       |                                       |
| 2340 Hyytinen Hardware Hank       |             |                                |                      |                                       |
| 01-252-000-0000-6420              | 13.47       | brasso metal polish,squeegee   | 1423287              | Kitchen Supplies                      |
| 01-252-000-0000-6590              | 5.97        | lightbulb                      | 1424708              | Repair & Maintenance Supplies         |
| 01-252-000-0000-6590              | 10.67       | drain cleaner                  | 1425908              | Repair & Maintenance Supplies         |
| 2340 Hyytinen Hardware Hank       | 30.11       |                                | 3 Transactions       |                                       |
| 5503 Keefe Supply Company         |             |                                |                      |                                       |
| 01-252-252-0000-6408              | 374.64      | commissary supplies            | 903535               | Commissary Supplies                   |
| 01-252-252-0000-6408              | 594.62      | commissary supplies            | 903859               | Commissary Supplies                   |
| 5503 Keefe Supply Company         | 969.26      |                                | 2 Transactions       |                                       |
| 5756 KEEPRS, Inc                  |             |                                |                      |                                       |
| 01-252-000-0000-6410              | 178.98      | uniform pants desiree          | 356843               | Clothing Allowance                    |
| 01-252-000-0000-6410              | 173.98      | return uniform pants           | 356844- 80           | Clothing Allowance                    |
| 01-252-000-0000-6410              | 173.98      | uniform pants #202             | 356844- 90           | Clothing Allowance                    |
| 5756 KEEPRS, Inc                  | 178.98      |                                | 3 Transactions       |                                       |
| 12777 Lammers Appliance Repair    |             |                                |                      |                                       |
| 01-252-000-0000-6231              | 285.00      | replace Thermo./clean dryer ve | 2130                 | Services & Labor (Incl Contracts)     |
| 12777 Lammers Appliance Repair    | 285.00      |                                | 1 Transactions       |                                       |
| 13844 McKesson Medical Surgical   |             |                                |                      |                                       |
| 01-252-000-0000-6262              | 479.38      | inmate med supplies            | 13485061             | Medical Expenses & Supplies - Inmates |

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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>              |
| 01- 252- 000- 0000- 6262                  |             | inmate med supplies          | 13499385             | Medical Expenses & Supplies - Inmates |
| 01- 252- 000- 0000- 6262                  |             | lancets, test strips         | 13621976             | Medical Expenses & Supplies - Inmates |
| 01- 252- 000- 0000- 6262                  |             | lotion                       | 13862296             | Medical Expenses & Supplies - Inmates |
| <b>13844 McKesson Medical Surgical</b>    |             |                              |                      |                                       |
|   |             |                              | 4 Transactions       |                                       |
| <b>8791 Menards Baxter</b>                |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6590                  |             | grout, mortar (jail shower)  | 69093                | Repair & Maintenance Supplies         |
| <b>8791 Menards Baxter</b>                |             |                              | 1 Transactions       |                                       |
| <b>13691 MEnD Correctional Care, PLLC</b> |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6262                  |             | November healthcare services | 2926                 | Medical Expenses & Supplies - Inmates |
| <b>13691 MEnD Correctional Care, PLLC</b> |             |                              | 1 Transactions       |                                       |
| <b>89765 Minnesota Elevator, Inc</b>      |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6231                  |             | November Service             | 727034               | Services & Labor (Incl Contracts)     |
| <b>89765 Minnesota Elevator, Inc</b>      |             |                              | 1 Transactions       |                                       |
| <b>2190 Northern Star Food Equipment</b>  |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6590                  |             | door replacement             | 12277                | Repair & Maintenance Supplies         |
| <b>2190 Northern Star Food Equipment</b>  |             |                              | 1 Transactions       |                                       |
| <b>3789 Pan- O- Gold Baking Company</b>   |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6418                  |             | groceries                    | 10002417299026       | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | groceries                    | 10002417306024       | Groceries                             |
| <b>3789 Pan- O- Gold Baking Company</b>   |             |                              | 2 Transactions       |                                       |
| <b>3810 Paulbeck's County Market</b>      |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6418                  |             | GROCERIES                    | 927210202            | Groceries                             |
| <b>3810 Paulbeck's County Market</b>      |             |                              | 1 Transactions       |                                       |
| <b>4761 Sysco Minnesota Inc</b>           |             |                              |                      |                                       |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153157295            | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153171046            | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153175283            | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153179183            | Groceries                             |
| 01- 252- 000- 0000- 6420                  |             | Thermometer                  | 153183166            | Kitchen Supplies                      |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153185892            | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153187230            | Groceries                             |
| 01- 252- 000- 0000- 6418                  |             | Groceries                    | 153192281            | Groceries                             |

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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                     |
| 4761 Sysco Minnesota Inc                      |           |                               |                |                                       |
|   | 7,003.80  |                               | 8 Transactions |                                       |
| 86235 The Office Shop Inc                     |           |                               |                |                                       |
| 01- 252- 000- 0000- 6405                      | 278.96    | office supplies               | 1032983- 0     | Office & Computer Supplies            |
| 01- 252- 000- 0000- 6405                      | 29.92     | jail envelopes                | 1033144- 0     | Office & Computer Supplies            |
| 01- 252- 000- 0000- 6625                      | 489.99    | riser stand for Pam           | 1033241- 0     | Office Equipment                      |
| 01- 252- 000- 0000- 6205                      | 16.22     | UPS shipping                  | 294758- 0      | Postage                               |
| 01- 252- 000- 0000- 6231                      | 223.58    | copy count dispatch           | 295158- 0      | Services & Labor (Incl Contracts)     |
| 01- 252- 000- 0000- 6205                      | 13.55     | UPS shipping                  | 295192- 0      | Postage                               |
| 01- 252- 000- 0000- 6231                      | 484.50    | Annual srvc contract- Booking | 295197- 0      | Services & Labor (Incl Contracts)     |
| 86235 The Office Shop Inc                     | 1,536.72  |                               | 7 Transactions |                                       |
| 11608 Thrifty White Pharmacy- McGregor        |           |                               |                |                                       |
| 01- 252- 000- 0000- 6262                      | 3,529.90  | October Prescriptions         |                | Medical Expenses & Supplies - Inmates |
| 11608 Thrifty White Pharmacy- McGregor        | 3,529.90  |                               | 1 Transactions |                                       |
| 14743 Wisconsin Lock & Load Prisoner Transpo: |           |                               |                |                                       |
| 01- 252- 000- 0000- 6330                      | 3,660.00  | xport A.Benjamin CA to MN     | PT17- 821      | Prisoner Transportation & Travel      |
| 14743 Wisconsin Lock & Load Prisoner Transpo: | 3,660.00  |                               | 1 Transactions |                                       |
| 5295 Ziegler Inc                              |           |                               |                |                                       |
| 01- 252- 000- 0000- 6231                      | 467.31    | Level 2 Insp Cat G25LTA2      | 050285725      | Services & Labor (Incl Contracts)     |
| 01- 252- 000- 0000- 6231                      | 1,757.68  | Level 2 Insp Cat 3306         | 050285726      | Services & Labor (Incl Contracts)     |
| 01- 252- 000- 0000- 6231                      | 268.39    | Level 2 Insp Generac 64238    | 050285727      | Services & Labor (Incl Contracts)     |
| 5295 Ziegler Inc                              | 2,493.38  |                               | 3 Transactions |                                       |
| 252 DEPT Total:                               | 33,314.59 | Corrections                   | 23 Vendors     | 53 Transactions                       |
| 253 DEPT                                      |           | Sentence to Serve             |                |                                       |
| 10452 AT&T Mobility                           |           |                               |                |                                       |
| 01- 253- 000- 0000- 6250                      | 34.99     | Foundation Account            | 287258495419   | Telephone                             |
| 10452 AT&T Mobility                           | 34.99     |                               | 1 Transactions |                                       |
| 1430 Dotzler Power Equipment                  |           |                               |                |                                       |
| 01- 253- 000- 0000- 6610                      | 639.95    | chainsaw                      | 87733          | Equipment                             |
| 1430 Dotzler Power Equipment                  | 639.95    |                               | 1 Transactions |                                       |
| 7525 Hometown Bldg Supply                     |           |                               |                |                                       |
| 01- 253- 000- 0000- 6405                      | 46.59     | 10" marathon blade            | 4087           | Operating Supplies                    |

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| Vendor Name                 | Rpt      | Warrant Description          | Invoice #     | Account/Formula Description |
|-----------------------------|----------|------------------------------|---------------|-----------------------------|
| No. Account/Formula         | Accr     | Service Dates                | Paid On Bhf # | On Behalf of Name           |
|                             | Amount   |                              |               |                             |
| 01- 253- 000- 0000- 6405    | 16.18    | speed saw, hand saw          | 4196          | Operating Supplies          |
| 7525 Hometown Bldg Supply   | 62.77    |                              |               |                             |
|                             |          | 2 Transactions               |               |                             |
| 2340 Hyytinen Hardware Hank |          |                              |               |                             |
| 01- 253- 000- 0000- 6405    | 9.98     | sander belts                 | 1413886       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 54.47    | hose shutoff, chisel         | 1416583       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 13.99    | finishing trowel             | 1417123       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 12.47    | extension poles, cage roller | 1417215       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 35.98    | grip and grab                | 1422037       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 8.48     | roller cover, paint tray     | 1424906       | Operating Supplies          |
| 01- 253- 000- 0000- 6405    | 9.99     | gloves                       | 1429527       | Operating Supplies          |
| 2340 Hyytinen Hardware Hank | 145.36   |                              |               |                             |
|                             |          | 7 Transactions               |               |                             |
| 12927 Midwest Machinery Co. |          |                              |               |                             |
| 01- 253- 000- 0000- 6405    | 28.70    | shroud, freight              | 1567789       | Operating Supplies          |
| 12927 Midwest Machinery Co. | 28.70    |                              |               |                             |
|                             |          | 1 Transactions               |               |                             |
| 4010 Rasley Oil Company     |          |                              |               |                             |
| 01- 253- 000- 0000- 6511    | 306.10   | Gas                          | AITCOSHES     | Gas And Oil                 |
| 4010 Rasley Oil Company     | 306.10   |                              |               |                             |
|                             |          | 1 Transactions               |               |                             |
| 13934 Tire Barn             |          |                              |               |                             |
| 01- 253- 000- 0000- 6302    | 554.83   | STS Dodge- Brakes            | 40875         | Car Maintenance             |
| 13934 Tire Barn             | 554.83   |                              |               |                             |
|                             |          | 1 Transactions               |               |                             |
| 253 DEPT Total:             | 1,772.70 | Sentence to Serve            | 7 Vendors     | 14 Transactions             |
| 257 DEPT                    |          | Community Corrections        |               |                             |
| 11997 Minnesota Monitoring  |          |                              |               |                             |
| 01- 257- 267- 0000- 6341    | 2,818.75 | Home monitoring              | 4644          | Equipment Rental            |
| 11997 Minnesota Monitoring  | 2,818.75 |                              |               |                             |
|                             |          | 1 Transactions               |               |                             |
| 11030 Tougas/Janet          |          |                              |               |                             |
| 01- 257- 257- 0000- 6330    | 127.02   | Sept/Oct mileage             | 292@.435      | Mileage                     |
| 11030 Tougas/Janet          | 127.02   |                              |               |                             |
|                             |          | 1 Transactions               |               |                             |
| 6097 Verizon Wireless       |          |                              |               |                             |
| 01- 257- 257- 0000- 6215    | 54.43    | cell phone charges           | 842105699     | Wireless Telephone Services |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
1 General Fund

| Vendor Name  | Rpt  | Warrant Description | Invoice #                            | Account/Formula Description     |
|--|------|---------------------|--------------------------------------|---------------------------------|
| No. Account/Formula  | Accr | Amount              | Service Dates                        | Paid On Bhf # On Behalf of Name |
| 6097 Verizon Wireless  |      | 54.43               | 1 Transactions                       |                                 |
| <b>257 DEPT Total:</b>   |      | <b>3,000.20</b>     | <b>Community Corrections</b>         | <b>3 Vendors 3 Transactions</b> |
| 390 DEPT   |      |                     | Environmental Health (FBL)           |                                 |
| 4641 Holiday Credit Office<br>01-390-000-0000-6511                 |      | 101.15              | October Gas                          | 1400000135321 Gas And Oil       |
| 4641 Holiday Credit Office   |      | 101.15              | 1 Transactions                       |                                 |
| <b>390 DEPT Total:</b>   |      | <b>101.15</b>       | <b>Environmental Health (FBL)</b>    | <b>1 Vendors 1 Transactions</b> |
| 391 DEPT   |      |                     | Solid Waste                          |                                 |
| 88880 Datacomm Computers & Networks Inc<br>01-391-000-0000-6625    |      | 984.00              | R.Sovde Computer                     | 10112 Office Equipment          |
| 88880 Datacomm Computers & Networks Inc                            |      | 984.00              | 1 Transactions                       |                                 |
| 4641 Holiday Credit Office<br>01-391-000-0000-6511                 |      | 51.53               | October Gas                          | 1400000135321 Gas And Oil       |
| 4641 Holiday Credit Office   |      | 51.53               | 1 Transactions                       |                                 |
| 2763 J & H Transfer Station-Lakes Sanitary<br>01-391-060-0000-6360 |      | 1,908.90            | monthly recycling contract           | Recycling Contract              |
| 2763 J & H Transfer Station-Lakes Sanitary                         |      | 1,908.90            | 1 Transactions                       |                                 |
| <b>391 DEPT Total:</b>   |      | <b>2,944.43</b>     | <b>Solid Waste</b>                   | <b>3 Vendors 3 Transactions</b> |
| 392 DEPT   |      |                     | Water Wells                          |                                 |
| 13679 Thomas Scientific<br>01-392-000-0000-6405                    |      | 32.15               | Nitrogen,Nitrate,Chlorine labe       | 1173990 Office & Film Supplies  |
| 13679 Thomas Scientific  |      | 32.15               | 1 Transactions                       |                                 |
| <b>392 DEPT Total:</b>   |      | <b>32.15</b>        | <b>Water Wells</b>                   | <b>1 Vendors 1 Transactions</b> |
| 600 DEPT   |      |                     | Ag Society, Soil & Water, Ag Inspect |                                 |
| 91345 Elvecrog/Roberta C<br>01-600-552-0000-6350                   |      | 35.00               | SRW Meeting                          | 10/23/17 SRW Per Diem           |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
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>Amount</u>              | <u>Service Dates</u>                 | <u>Paid On Bhf #</u> <u>On Behalf of Name</u>  |
| 91345 Elvecrog/Roberta C          |             | 35.00                      | 1 Transactions                       |  |
| 600 DEPT Total:                   |             | 35.00                      | Ag Society, Soil & Water, Ag Inspect | 1 Vendors 1 Transactions                       |
| 601 DEPT                          |             |                            | Extension                            |  |
| 89471 Aitkin Co 4- H Council      |             |                            |                                      |  |
| 01- 601- 551- 0000- 5840          |             | 120.00                     | Plat bk sales R#478                  | 5569- 5571 4- H Plat Book Sales                |
| 01- 601- 551- 0000- 5840          |             | 400.00                     | Plat bk sales R#477                  | 5710- 5719 4- H Plat Book Sales                |
| 01- 601- 551- 0000- 5840          |             | 400.00                     | Plat bk sales R#479                  | 5741- 5750 4- H Plat Book Sales                |
| 01- 601- 551- 0000- 5840          |             | 400.00                     | Plat bk sales R#480                  | 5751- 5760 4- H Plat Book Sales                |
| 89471 Aitkin Co 4- H Council      |             | 1,320.00                   | 4 Transactions                       |  |
| 10850 Carlson/David               |             |                            |                                      |  |
| 01- 601- 000- 0000- 6350          |             | 35.00                      | Extension Committee Meeting          | 11/6/17 Per Diem                               |
| 01- 601- 000- 0000- 6360          |             | 21.40                      | Mileage                              | 40@.535 Extension Comm Expenses (Not Per Diem) |
| 10850 Carlson/David               |             | 56.40                      | 2 Transactions                       |  |
| 9440 Dotzler/Sharon A             |             |                            |                                      |  |
| 01- 601- 000- 0000- 6350          |             | 35.00                      | Extension Committee Meeting          | 11/6/17 Per Diem                               |
| 9440 Dotzler/Sharon A             |             | 35.00                      | 1 Transactions                       |  |
| 91345 Elvecrog/Roberta C          |             |                            |                                      |  |
| 01- 601- 000- 0000- 6350          |             | 35.00                      | Extension Committee Meeting          | 11/6/17 Per Diem                               |
| 91345 Elvecrog/Roberta C          |             | 35.00                      | 1 Transactions                       |  |
| 12045 Janzen/Joy                  |             |                            |                                      |  |
| 01- 601- 000- 0000- 6350          |             | 35.00                      | Extension Committee Meeting          | 11/6/17 Per Diem                               |
| 01- 601- 000- 0000- 6360          |             | 9.63                       | Mileage                              | 18@.535 Extension Comm Expenses (Not Per Diem) |
| 12045 Janzen/Joy                  |             | 44.63                      | 2 Transactions                       |  |
| 90853 Mickelson/Bonnie H          |             |                            |                                      |  |
| 01- 601- 000- 0000- 6350          |             | 35.00                      | Extension Committee Meeting          | 11/6/17 Per Diem                               |
| 90853 Mickelson/Bonnie H          |             | 35.00                      | 1 Transactions                       |  |
| 601 DEPT Total:                   |             | 1,526.03                   | Extension                            | 6 Vendors 11 Transactions                      |
| 700 DEPT                          |             |                            | Promotion,AEOA Tran,Airport,RC&D,Toi |  |
| 11458 MSPN                        |             |                            |                                      |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
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>           |
|                    | 01- 700- 909- 0000- 6800   |             | MN Off Road                        | 15442                | Tourism Miscellaneous              |
| 11458              | MSPN                       |             |                                    |                      |                                    |
|                    |                            | 300.00      |                                    |                      |                                    |
|                    |                            | 300.00      |                                    |                      |                                    |
|                    |                            |             | 1 Transactions                     |                      |                                    |
| 700                | DEPT Total:                | 300.00      | Promotion,AEOA Tran,Airport,RC&D,T | 1 Vendors            | 1 Transactions                     |
| 711                | DEPT                       |             | Economic Development               |                      |                                    |
|                    | 4641 Holiday Credit Office |             |                                    |                      |                                    |
|                    | 01- 711- 000- 0000- 6511   |             | October Gas                        | 1400000135194        | Gas And Oil                        |
|                    | 4641 Holiday Credit Office | 22.08       |                                    |                      |                                    |
|                    |                            | 22.08       |                                    |                      |                                    |
|                    |                            |             | 1 Transactions                     |                      |                                    |
| 711                | DEPT Total:                | 22.08       | Economic Development               | 1 Vendors            | 1 Transactions                     |
| 1                  | Fund Total:                | 97,097.78   | General Fund                       |                      | 242 Transactions                   |

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



| Vendor No. | Name                        | Account/Formula      | Rpt Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|-----------------------------|----------------------|----------|----------|--------------------------------------|----------------------------|--|
| 301        | DEPT                        |                      |          |          | R&B Administration                   |                            |  |
| 89541      | Culligan                    | 03-301-000-0000-6400 |          | 50.75    | WATER                                | 436750                     | Supplies And Materials                           |
|            |                             | 03-301-000-0000-6400 |          | 10.50    | NOV RENTAL EQUIP                     | STMNT                      | Supplies And Materials                           |
| 89541      | Culligan                    |                      |          | 61.25    |                                      |                            | 2 Transactions                                   |
| 11406      | Innovative Office Solutions | 03-301-000-0000-6400 |          | 195.00   | OFFICE SUPPLIES                      | IN1804048                  | Supplies And Materials                           |
| 11406      | Innovative Office Solutions |                      |          | 195.00   |                                      |                            | 1 Transactions                                   |
| 11387      | Olsen/Sarah                 | 03-301-000-0000-6296 |          | 55.25    | ROUND TRIP MLG- LITTLE FALLS- RT     |                            | Meeting Expense/Physicals                        |
| 11387      | Olsen/Sarah                 |                      |          | 55.25    |                                      |                            | 1 Transactions                                   |
| 301        | DEPT Total:                 |                      |          | 311.50   | R&B Administration                   | 3 Vendors                  | 4 Transactions                                   |
| 303        | DEPT                        |                      |          |          | R&B Highway Maintenance              |                            |  |
| 195        | Aitkin Tire Shop            | 03-303-000-0000-6590 |          | 100.00   | TIRE                                 | 0-057266                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 20.00    | REPAIR LABOR                         | 0-057272                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 35.00    | REPAIR LABOR                         | 0-057297                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 1,140.00 | TIRES                                | 0-057297                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 36.00    | REPAIR LABOR                         | 0-057305                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 48.00    | REPAIR LABOR                         | 0-057307                   | Repair & Maintenance Supplies                    |
| 195        | Aitkin Tire Shop            |                      |          | 1,379.00 |                                      |                            | 6 Transactions                                   |
| 86467      | Auto Value Aitkin           | 03-303-000-0000-6298 |          | 30.00    | AITKIN SHOP SUPPLIES                 | 40108895                   | Shop Maintenance                                 |
|            |                             | 03-303-000-0000-6298 |          | 46.45    | AITKIN SHOP SUPPLIES                 | 40108924                   | Shop Maintenance                                 |
|            |                             | 03-303-000-0000-6590 |          | 77.67    | REPAIR PARTS                         | 40109230                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 158.69   | FILTERS                              | 40109273                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 279.55   | FILTERS                              | 40109274                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 99.97    | REPAIR PARTS                         | 40110211                   | Repair & Maintenance Supplies                    |
|            |                             | 03-303-000-0000-6590 |          | 44.99    | REPAIR PARTS                         | 40110258                   | Repair & Maintenance Supplies                    |
| 86467      | Auto Value Aitkin           |                      |          | 737.32   |                                      |                            | 7 Transactions                                   |
| 8048       | Cemstone Products Co        | 03-303-000-0000-6524 |          | 5,160.21 | SALT SAND                            | A6088304                   | Winter Sand                                      |
|            |                             | 03-303-000-0000-6524 |          | 298.12   | SALT SAND                            | A6088395                   | Winter Sand                                      |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
3 Road & Bridge

| <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> |
| 8048 Cemstone Products Co           |             | 5,458.33                   | 2 Transactions           |   |
| 9326 Dehn Oil                       |             |                            |                          |   |
| 03-303-000-0000-6513                |             | 7,624.85                   | MCGREGOR DIESEL          | 25110592 Motor Fuel & Lubricants              |
| 03-303-000-0000-6513                |             | 7,629.03                   | MCGRATH DIESEL           | 25110593 Motor Fuel & Lubricants              |
| 9326 Dehn Oil                       |             | 15,253.88                  | 2 Transactions           |   |
| 7935 East Central Energy            |             |                            |                          |   |
| 03-303-000-0000-6254                |             | 117.66                     | SEPT- OCT POWER- MCGRATH | 70415419 Utilities                            |
| 7935 East Central Energy            |             | 117.66                     | 1 Transactions           |   |
| 8622 Frontier                       |             |                            |                          |   |
| 03-303-000-0000-6254                |             | 66.68                      | JACOBSON                 | 218-752-6591 Utilities                        |
| 03-303-000-0000-6254                |             | 66.68                      | MCGREGOR                 | 218-768-4481 Utilities                        |
| 03-303-000-0000-6254                |             | 66.68                      | PALISADE                 | 218-845-2607 Utilities                        |
| 03-303-000-0000-6254                |             | 66.68                      | MCGRATH                  | 320-592-3580 Utilities                        |
| 8622 Frontier                       |             | 266.72                     | 4 Transactions           |   |
| 13468 G & K Services                |             |                            |                          |   |
| 03-303-000-0000-6298                |             | 21.37                      | SHOP LAUNDRY             | 6043101004 Shop Maintenance                   |
| 03-303-000-0000-6298                |             | 21.37                      | SHOP LAUNDRY             | 60431016747 Shop Maintenance                  |
| 13468 G & K Services                |             | 42.74                      | 2 Transactions           |   |
| 1754 Garrison Disposal Company, Inc |             |                            |                          |   |
| 03-303-000-0000-6254                |             | 80.73                      | SEPT MCGREGOR SHOP       | 29392 Utilities                               |
| 1754 Garrison Disposal Company, Inc |             | 80.73                      | 1 Transactions           |   |
| 14741 Hawkinson Sand & Gravel       |             |                            |                          |   |
| 03-303-000-0000-6517                |             | 802.23                     | COLD MIX                 | 208686 Asphalt,Crackfiller,Tack Oil,Etc       |
| 03-303-000-0000-6517                |             | 799.81                     | COLD MIX                 | 208687 Asphalt,Crackfiller,Tack Oil,Etc       |
| 14741 Hawkinson Sand & Gravel       |             | 1,602.04                   | 2 Transactions           |   |
| 4641 Holiday Credit Office          |             |                            |                          |   |
| 03-303-000-0000-6513                |             | 2.81-                      | REBATE                   | 1400000134236 Motor Fuel & Lubricants         |
| 03-303-000-0000-6513                |             | 36.35-                     | FEDERAL TAX ADJUSTMENT   | 1400000134236 Motor Fuel & Lubricants         |
| 03-303-000-0000-6513                |             | 66.00                      | GASOLINE                 | 1400000134236 Motor Fuel & Lubricants         |
| 03-303-000-0000-6513                |             | 55.85                      | GASOLINE                 | 1400000134236 Motor Fuel & Lubricants         |
| 03-303-000-0000-6513                |             | 49.00                      | GASOLINE                 | 1400000134236 Motor Fuel & Lubricants         |
| 03-303-000-0000-6513                |             | 52.00                      | GASOLINE                 | 1400000134236 Motor Fuel & Lubricants         |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
3 Road & Bridge

| Vendor Name                                 | Rpt  | Warrant Description | Invoice #      | Account/Formula Description |
|---|------|---------------------|----------------|-----------------------------|
| No. Account/Formula                         | Accr | Service Dates       | Paid On Bhf #  | On Behalf of Name           |
|   |      | Amount              |                |                             |
| 4641 Holiday Credit Office                  |      | 46.90               | 1400000134236  | Motor Fuel & Lubricants     |
|   |      | 230.59              |                |                             |
|   |      |                     | 7 Transactions |                             |
| 2340 Hyytinen Hardware Hank                 |      |                     |                |                             |
| 03-303-000-0000-6516                        |      | 40.57               | 1424594        | Signs & Posts               |
| 03-303-000-0000-6298                        |      | 42.99               | 1424885        | Shop Maintenance            |
| 03-303-000-0000-6298                        |      | 11.80               | 1425907        | Shop Maintenance            |
| 03-303-000-0000-6298                        |      | 22.96               | 1426148        | Shop Maintenance            |
| 03-303-000-0000-6516                        |      | 12.71               | 1426518        | Signs & Posts               |
| 03-303-000-0000-6298                        |      | 3.38                | 1426523        | Shop Maintenance            |
| 03-303-000-0000-6298                        |      | 4.49                | 1426895        | Shop Maintenance            |
| 03-303-000-0000-6298                        |      | 21.98               | 1427642        | Shop Maintenance            |
| 03-303-000-0000-6298                        |      | 21.28               | 1429984        | Shop Maintenance            |
| 2340 Hyytinen Hardware Hank                 |      | 182.16              |                |                             |
|   |      |                     | 9 Transactions |                             |
| 8775 Itasca Co Highway Dept                 |      |                     |                |                             |
| 03-303-000-0000-6825                        |      | 1,820.00            | 597            | Maintenance Agreements      |
| 03-303-000-0000-6825                        |      | 2,030.00            | 597            | Maintenance Agreements      |
| 8775 Itasca Co Highway Dept                 |      | 3,850.00            |                |                             |
|   |      |                     | 2 Transactions |                             |
| 2763 J & H Transfer Station- Lakes Sanitary |      |                     |                |                             |
| 03-303-000-0000-6254                        |      | 57.65               | 127237         | Utilities                   |
| 2763 J & H Transfer Station- Lakes Sanitary |      | 57.65               |                |                             |
|   |      |                     | 1 Transactions |                             |
| 91187 Lake Country Power                    |      |                     |                |                             |
| 03-303-000-0000-6254                        |      | 64.49               | 1400073000     | Utilities                   |
| 03-303-000-0000-6254                        |      | 58.81               | 141979801      | Utilities                   |
| 03-303-000-0000-6254                        |      | 47.91               | 141979901      | Utilities                   |
| 91187 Lake Country Power                    |      | 171.21              |                |                             |
|   |      |                     | 3 Transactions |                             |
| 13841 Lundquist/Al                          |      |                     |                |                             |
| 03-303-000-0000-6411                        |      | 145.00              | 64226142       | Safety Footwear             |
| 13841 Lundquist/Al                          |      | 145.00              |                |                             |
|   |      |                     | 1 Transactions |                             |
| 2941 M R Sign Co Inc                        |      |                     |                |                             |
| 03-303-000-0000-6516                        |      | 56.16               | 198154         | Signs & Posts               |
| 03-303-000-0000-6516                        |      | 340.12              | 198154         | Signs & Posts               |
| 03-303-000-0000-6516                        |      | 200.04              | 198154         | Signs & Posts               |
| 03-303-000-0000-6516                        |      | 41.66               | 198154         | Signs & Posts               |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
3 Road & Bridge

| <u>Vendor Name</u>                                 | <u>Rpt</u>       | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|--|------------------|----------------------------|----------------------|------------------------------------|
| <u>No.</u> <u>Account/Formula</u>                  | <u>Accr</u>      | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 03-303-000-0000-6516                               | 292.03           | SCHOOL BUS STOP AHEAD      | 198154               | Signs & Posts                      |
| <b>2941 M R Sign Co Inc</b>                        | <b>930.01</b>    |                            |                      | 5 Transactions                     |
| <b>10824 Maney International Inc</b>               |                  |                            |                      |                                    |
| 03-303-000-0000-6590                               | 139.84           | REPAIR PARTS               | 765165               | Repair & Maintenance Supplies      |
| 03-303-000-0000-6298                               | 53.30            | AITKIN SHOP SUPPLIES       | 765921X1             | Shop Maintenance                   |
| 03-303-000-0000-6590                               | 98.15            | REPAIR PARTS               | 767264               | Repair & Maintenance Supplies      |
| <b>10824 Maney International Inc</b>               | <b>291.29</b>    |                            |                      | 3 Transactions                     |
| <b>12927 Midwest Machinery Co.</b>                 |                  |                            |                      |                                    |
| 03-303-000-0000-6590                               | 41.46            | FILTERS                    | 1542126              | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590                               | 280.03           | FILTERS                    | 1549367              | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590                               | 824.48           | FILTERS                    | 1562127              | Repair & Maintenance Supplies      |
| <b>12927 Midwest Machinery Co.</b>                 | <b>1,145.97</b>  |                            |                      | 3 Transactions                     |
| <b>9692 Minnesota Energy Resources Corporation</b> |                  |                            |                      |                                    |
| 03-303-000-0000-6297                               | 371.76           | NAT GAS: AITKIN SHOP       | OCTOBER              | Shop Fuel                          |
| <b>9692 Minnesota Energy Resources Corporation</b> | <b>371.76</b>    |                            |                      | 1 Transactions                     |
| <b>8678 Morton Salt</b>                            |                  |                            |                      |                                    |
| 03-303-000-0000-6518                               | 3,628.64         | DE- ICING SALT             | 5401418053           | De- Icing Salt                     |
| 03-303-000-0000-6518                               | 2,299.64         | DE- ICING SALT             | 5401418054           | De- Icing Salt                     |
| 03-303-000-0000-6518                               | 1,214.12         | DE- ICING SALT             | 5401418956           | De- Icing Salt                     |
| 03-303-000-0000-6518                               | 4,658.97         | DE- ICING SALT             | 5401418957           | De- Icing Salt                     |
| 03-303-000-0000-6518                               | 5,031.23         | DE- ICING SALT             | 5401420057           | De- Icing Salt                     |
| 03-303-000-0000-6518                               | 4,840.23         | DE- ICING SALT             | 5401425471           | De- Icing Salt                     |
| <b>8678 Morton Salt</b>                            | <b>21,672.83</b> |                            |                      | 6 Transactions                     |
| <b>10701 Northern Safety Technology Inc</b>        |                  |                            |                      |                                    |
| 03-303-000-0000-6590                               | 207.90           | REPAIR PARTS               | 44689                | Repair & Maintenance Supplies      |
| <b>10701 Northern Safety Technology Inc</b>        | <b>207.90</b>    |                            |                      | 1 Transactions                     |
| <b>8691 Northland Hydraulic Service</b>            |                  |                            |                      |                                    |
| 03-303-000-0000-6298                               | 40.74            | SWATARA SHOP SUPPLIES      | 9228                 | Shop Maintenance                   |
| 03-303-000-0000-6590                               | 40.74            | REPAIR PARTS               | 9228                 | Repair & Maintenance Supplies      |
| <b>8691 Northland Hydraulic Service</b>            | <b>81.48</b>     |                            |                      | 2 Transactions                     |
| <b>8436 Northland Parts</b>                        |                  |                            |                      |                                    |
| 03-303-000-0000-6298                               | 14.90            | MCGREGOR SHOP SUPPLIES     | 349956               | Shop Maintenance                   |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

| <u>Vendor Name</u>                  | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|-------------------------------------|-------------|----------------------------|----------------------|------------------------------------|
| <u>No. Account/Formula</u>          | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 8436 Northland Parts                |             |                            |                      |                                    |
|                                     |             |                            | 1 Transactions       |                                    |
| 10720 Nuss Truck & Equipment        |             |                            |                      |                                    |
| 03-303-000-0000-6590                | 39.68       | REPAIR PARTS               | 6103719P             | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590                | 55.43       | REPAIR PARTS               | 6103726P             | Repair & Maintenance Supplies      |
| 10720 Nuss Truck & Equipment        | 95.11       |                            | 2 Transactions       |                                    |
| 3760 Palisade Cooperative Oil Assoc |             |                            |                      |                                    |
| 03-303-000-0000-6513                | 54.00       | GASOLINE                   | 381568               | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 40.00       | GASOLINE                   | 381990               | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 40.00       | GASOLINE                   | 382018               | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 57.00       | GASOLINE                   | 382955               | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 45.60       | GASOLINE                   | 383509               | Motor Fuel & Lubricants            |
| 3760 Palisade Cooperative Oil Assoc | 236.60      |                            | 5 Transactions       |                                    |
| 8537 Powerplan OIB                  |             |                            |                      |                                    |
| 03-303-000-0000-6590                | 294.24      | REPAIR PARTS               | 1788586              | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590                | 125.55      | REPAIR PARTS               | 1796082              | Repair & Maintenance Supplies      |
| 8537 Powerplan OIB                  | 419.79      |                            | 2 Transactions       |                                    |
| 4010 Rasley Oil Company             |             |                            |                      |                                    |
| 03-303-000-0000-6513                | 48.75       | GASOLINE                   | 26609                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 28.81       | GASOLINE                   | 26616                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 34.89       | GASOLINE                   | 26666                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 45.90       | GASOLINE                   | 26709                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 80.27       | GASOLINE                   | 26714                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 34.43       | GASOLINE                   | 26718                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 52.47       | GASOLINE                   | 26748                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 63.74       | GASOLINE                   | 26752                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 33.50       | GASOLINE                   | 26771                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 43.15       | GASOLINE                   | 26774                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 48.84       | GASOLINE                   | 26917                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 36.87       | GASOLINE                   | 26924                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 68.85       | GASOLINE                   | 26960                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 52.33       | GASOLINE                   | 26970                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 36.72       | GASOLINE                   | 26973                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 44.06       | GASOLINE                   | 27016                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 36.72       | GASOLINE                   | 27019                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513                | 49.57       | GASOLINE                   | 27096                | Motor Fuel & Lubricants            |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| <u>Vendor Name</u>                | <u>Rpt</u>  | <u>Amount</u>   | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|-----------------------------------|-------------|-----------------|----------------------------|----------------------|------------------------------------|
| <u>No.</u> <u>Account/Formula</u> | <u>Accr</u> |                 | <u>Service Dates</u>       | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 03-303-000-0000-6513              |             | 81.88           | GASOLINE                   | 27105                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 27.53           | GASOLINE                   | 27143                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 46.41           | GASOLINE                   | 27155                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 37.63           | GASOLINE                   | 27199                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 41.32           | GASOLINE                   | 27208                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 26.68           | GASOLINE                   | 27225                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 66.09           | GASOLINE                   | 27301                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 35.47           | GASOLINE                   | 27307                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 63.71           | GASOLINE                   | 27315                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 58.74           | GASOLINE                   | 27323                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 56.42           | GASOLINE                   | 27367                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 53.47           | GASOLINE                   | 27368                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 58.30           | GASOLINE                   | 27369                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 45.14           | GASOLINE                   | 27377                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 38.72           | GASOLINE                   | 27490                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 56.23           | GASOLINE                   | 27544                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 55.43           | GASOLINE                   | 27550                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 56.39           | GASOLINE                   | 27558                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 47.01           | GASOLINE                   | 27581                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 48.08           | GASOLINE                   | 27600                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 49.77           | GASOLINE                   | 27625                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 42.19           | GASOLINE                   | 27629                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 36.87           | GASOLINE                   | 27633                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 85.94           | GASOLINE                   | 27658                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 43.74           | GASOLINE                   | 27723                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 29.50           | GASOLINE                   | 27724                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 29.50           | GASOLINE                   | 27730                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 42.63           | GASOLINE                   | 27801                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 46.08           | GASOLINE                   | 27804                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 41.60           | GASOLINE                   | 27811                | Motor Fuel & Lubricants            |
| 03-303-000-0000-6513              |             | 46.10           | GASOLINE                   | 27862                | Motor Fuel & Lubricants            |
| <b>4010 Rasley Oil Company</b>    |             | <b>2,334.44</b> |                            |                      |                                    |
|                                   |             |                 | 49 Transactions            |                      |                                    |
| 03-303-000-0000-6590              |             | 37.99           | REPAIR PARTS               | 591778               | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590              |             | 113.34          | REPAIR PARTS               | 591797               | Repair & Maintenance Supplies      |
| 03-303-000-0000-6590              |             | 9.78            | REPAIR PARTS               | 591806               | Repair & Maintenance Supplies      |
| 03-303-000-0000-6298              |             | 11.97           | AITKIN SHOP SUPPLIES       | 591947               | Shop Maintenance                   |
| 03-303-000-0000-6590              |             | 231.17          | REPAIR PARTS               | 591955               | Repair & Maintenance Supplies      |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

| <u>Vendor Name</u>                | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>     | <u>Account/Formula Description</u> |                               |
|-----------------------------------|-------------|----------------------------|----------------------|------------------------------------|-------------------------------|
| <u>No.</u> <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u> | <u>On Behalf of Name</u>           |                               |
|                                   |             |                            | <u>Paid On Bhf #</u> |                                    |                               |
| 03-303-000-0000-6590              |             | 5.97                       | REPAIR PARTS         | 591994                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 890.98                     | REPAIR PARTS         | 592061                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6298              |             | 69.90                      | AITKIN SHOP SUPPLIES | 592133                             | Shop Maintenance              |
| 03-303-000-0000-6590              |             | 19.98                      | REPAIR PARTS         | 592167                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 134.86                     | REPAIR PARTS         | 592201                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 12.99                      | REPAIR PARTS         | 592207                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6298              |             | 279.96                     | AITKIN SHOP SUPPLIES | 592208                             | Shop Maintenance              |
| 03-303-000-0000-6298              |             | 12.99                      | AITKIN SHOP SUPPLIES | 592220                             | Shop Maintenance              |
| 03-303-000-0000-6298              |             | 27.00                      | AITKIN SHOP SUPPLIES | 592222                             | Shop Maintenance              |
| 03-303-000-0000-6590              |             | 64.99                      | REPAIR PARTS         | 592227                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 37.99                      | REPAIR PARTS         | 592290                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 100.09                     | REPAIR PARTS         | 592434                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590              |             | 13.99                      | REPAIR PARTS         | 592455                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6298              |             | 21.98                      | AITKIN SHOP SUPPLIES | 592474                             | Shop Maintenance              |
| 03-303-000-0000-6590              |             | 12.99                      | REPAIR PARTS         | 592474                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6298              |             | 71.82                      | AITKIN SHOP SUPPLIES | 592518                             | Shop Maintenance              |
| 03-303-000-0000-6298              |             | 22.74                      | AITKIN SHOP SUPPLIES | 592534                             | Shop Maintenance              |
| 03-303-000-0000-6590              |             | 431.15                     | REPAIR PARTS         | 592550                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6298              |             | 17.88                      | AITKIN SHOP SUPPLIES | 592552                             | Shop Maintenance              |
| 03-303-000-0000-6590              |             | 279.96                     | REPAIR PARTS         | 592567                             | Repair & Maintenance Supplies |
| <b>4070 Riley Auto Supply</b>     |             | <b>2,934.46</b>            |                      |                                    | <b>25 Transactions</b>        |
| <b>10257 Sadie Llama Designs</b>  |             |                            |                      |                                    |                               |
| 03-303-000-0000-6516              |             | 78.00                      | E-911 SIGNING        | 86082.4930                         | Signs & Posts                 |
| <b>10257 Sadie Llama Designs</b>  |             | <b>78.00</b>               |                      |                                    | <b>1 Transactions</b>         |
| <b>4711 Sunnys Citgo</b>          |             |                            |                      |                                    |                               |
| 03-303-000-0000-6513              |             | 44.64                      | GASOLINE             | 1012861                            | Motor Fuel & Lubricants       |
| 03-303-000-0000-6513              |             | 45.25                      | GASOLINE             | 1012965                            | Motor Fuel & Lubricants       |
| 03-303-000-0000-6513              |             | 48.00                      | GASOLINE             | 1014644                            | Motor Fuel & Lubricants       |
| 03-303-000-0000-6513              |             | 54.74                      | GASOLINE             | 1016894                            | Motor Fuel & Lubricants       |
| <b>4711 Sunnys Citgo</b>          |             | <b>192.63</b>              |                      |                                    | <b>4 Transactions</b>         |
| <b>90805 Temco</b>                |             |                            |                      |                                    |                               |
| 03-303-000-0000-6590              |             | 39.96                      | REPAIR PARTS         | 22004                              | Repair & Maintenance Supplies |
| <b>90805 Temco</b>                |             | <b>39.96</b>               |                      |                                    | <b>1 Transactions</b>         |
| <b>8364 Towmaster, Inc</b>        |             |                            |                      |                                    |                               |
| 03-303-000-0000-6590              |             | 127.95                     | REPAIR PARTS         | 397406                             | Repair & Maintenance Supplies |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor Name  | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>                      | <u>Account/Formula Description</u> |                               |
|--|-------------|----------------------------|---------------------------------------|------------------------------------|-------------------------------|
| <u>No.</u> <u>Account/Formula</u>                  | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>                  | <u>On Behalf of Name</u>           |                               |
|  |             |                            | <u>Paid On Bhf #</u>                  |                                    |                               |
| 03-303-000-0000-6590                               |             | 384.84                     | REPAIR PARTS                          | 397690                             | Repair & Maintenance Supplies |
| 03-303-000-0000-6590                               |             | 27.69                      | REPAIR PARTS                          | 397769                             | Repair & Maintenance Supplies |
| <b>8364 Towmaster, Inc</b>                         |             | <b>540.48</b>              |                                       |                                    |                               |
|  |             |                            | 3 Transactions                        |                                    |                               |
| 4988 Viking Industrial Center                      |             |                            |                                       |                                    |                               |
| 03-303-000-0000-6298                               |             | 123.93                     | AITKIN SHOP SUPPLIES                  | 3121949                            | Shop Maintenance              |
| <b>4988 Viking Industrial Center</b>               |             | <b>123.93</b>              |                                       |                                    |                               |
|  |             |                            | 1 Transactions                        |                                    |                               |
| 8671 Village Laundromat & Car Wash, Inc            |             |                            |                                       |                                    |                               |
| 03-303-000-0000-6298                               |             | 20.00                      | RAGS                                  | 841491                             | Shop Maintenance              |
| <b>8671 Village Laundromat &amp; Car Wash, Inc</b> |             | <b>20.00</b>               |                                       |                                    |                               |
|  |             |                            | 1 Transactions                        |                                    |                               |
| 8279 Winzer Corporation                            |             |                            |                                       |                                    |                               |
| 03-303-000-0000-6298                               |             | 1,284.71                   | AITKIN SHOP SUPPLIES                  | 5982847                            | Shop Maintenance              |
| <b>8279 Winzer Corporation</b>                     |             | <b>1,284.71</b>            |                                       |                                    |                               |
|  |             |                            | 1 Transactions                        |                                    |                               |
| 5295 Ziegler Inc                                   |             |                            |                                       |                                    |                               |
| 03-303-000-0000-6590                               |             | 361.47                     | REPAIR PARTS                          | SW190021730                        | Repair & Maintenance Supplies |
| 03-303-000-0000-6590                               |             | 279.00                     | REPAIR LABOR                          | SW190021730                        | Repair & Maintenance Supplies |
| <b>5295 Ziegler Inc</b>                            |             | <b>640.47</b>              |                                       |                                    |                               |
|  |             |                            | 2 Transactions                        |                                    |                               |
| <b>303 DEPT Total:</b>                             |             | <b>63,231.75</b>           | <b>R&amp;B Highway Maintenance</b>    | <b>36 Vendors</b>                  | <b>169 Transactions</b>       |
| <b>307 DEPT</b>                                    |             |                            | <b>R&amp;B Capital Infrastructure</b> |                                    |                               |
| 8694 Department of Transportation                  |             |                            |                                       |                                    |                               |
| 03-307-000-0000-6260                               |             | 9,848.94                   | JOB COST TRANSFERS                    | P00008543                          | Professional Services         |
| <b>8694 Department of Transportation</b>           |             | <b>9,848.94</b>            |                                       |                                    |                               |
|  |             |                            | 1 Transactions                        |                                    |                               |
| <b>307 DEPT Total:</b>                             |             | <b>9,848.94</b>            | <b>R&amp;B Capital Infrastructure</b> | <b>1 Vendors</b>                   | <b>1 Transactions</b>         |
| <b>3 Fund Total:</b>                               |             | <b>73,392.19</b>           | <b>Road &amp; Bridge</b>              |                                    | <b>174 Transactions</b>       |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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5 Health & Human Services

| 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> |                                    |
| 257 DEPT                          |             |                            |                      | Community Corrections              |
| 14740 Bear Creek Builders         |             |                            |                      |                                    |
| 05- 257- 000- 0000- 6605          |             | 366.70                     | 16840                | Basement Remodel                   |
| 14740 Bear Creek Builders         |             | 366.70                     |                      | 1 Transactions                     |
| 2340 Hyytinen Hardware Hank       |             |                            |                      |                                    |
| 05- 257- 000- 0000- 6422          |             | 0.88                       | 1424538              | Agency- Jani supplies              |
| 05- 257- 000- 0000- 6422          |             | 0.38                       | 1428660              | Agency- Jani supplies              |
| 2340 Hyytinen Hardware Hank       |             | 1.26                       |                      | 2 Transactions                     |
| 257 DEPT Total:                   |             | 367.96                     | 2 Vendors            | 3 Transactions                     |
| 390 DEPT                          |             |                            |                      | Environmental Health (FBL)         |
| 14740 Bear Creek Builders         |             |                            |                      |                                    |
| 05- 390- 000- 0000- 6605          |             | 66.67                      | 16840                | Basement Remodel                   |
| 14740 Bear Creek Builders         |             | 66.67                      |                      | 1 Transactions                     |
| 2340 Hyytinen Hardware Hank       |             |                            |                      |                                    |
| 05- 390- 000- 0000- 6422          |             | 0.16                       | 1424538              | Agency- Jani supplies              |
| 05- 390- 000- 0000- 6422          |             | 0.07                       | 1428660              | Agency- Jani supplies              |
| 2340 Hyytinen Hardware Hank       |             | 0.23                       |                      | 2 Transactions                     |
| 390 DEPT Total:                   |             | 66.90                      | 2 Vendors            | 3 Transactions                     |
| 400 DEPT                          |             |                            |                      | Public Health Department           |
| 14740 Bear Creek Builders         |             |                            |                      |                                    |
| 05- 400- 440- 0410- 6605          |             | 466.71                     | 16840                | Basement Remodel                   |
| 14740 Bear Creek Builders         |             | 466.71                     |                      | 1 Transactions                     |
| 2340 Hyytinen Hardware Hank       |             |                            |                      |                                    |
| 05- 400- 440- 0410- 6422          |             | 1.11                       | 1424538              | Agency- Jani supplies              |
| 05- 400- 440- 0410- 6422          |             | 0.49                       | 1428660              | Agency- Jani supplies              |
| 2340 Hyytinen Hardware Hank       |             | 1.60                       |                      | 2 Transactions                     |
| 2386 Information Systems Corp     |             |                            |                      |                                    |
| 05- 400- 440- 0410- 6300          |             | 160.97                     | 24604                | NEXSAN ASSUREON SUPPORT            |
|                                   |             |                            | 01/07/2018           | 01/07/2019                         |
|                                   |             |                            |                      | 0                                  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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5 Health & Human Services

| Vendor Name   | Rpt         | Warrant Description | Invoice #                       | Account/Formula Description                    |
|---|-------------|---------------------|---------------------------------|--|
| <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>  |
| 2386 Information Systems Corp                         |             | 160.97              | 1 Transactions                  |  |
| <b>400 DEPT Total:</b>                                |             | <b>629.28</b>       | <b>Public Health Department</b> | <b>3 Vendors 4 Transactions</b>                |
| 420 DEPT  |             |                     | Income Maintenance              |  |
| 14740 Bear Creek Builders<br>05-420-600-4800-6605     |             | 1,033.42            | Basement Remodel                | 16840 Building & Structure Related Expenditure |
| 14740 Bear Creek Builders                             |             | 1,033.42            | 1 Transactions                  |  |
| 2340 Hyytinen Hardware Hank<br>05-420-600-4800-6422   |             | 2.48                | Agency- Jani supplies           | 1424538 Janitorial Services/Supplies           |
| 05-420-600-4800-6422                                  |             | 1.08                | Agency- Jani supplies           | 1428660 Janitorial Services/Supplies           |
| 05-420-630-4800-6801                                  |             | 10.58               | Re- Design Paint sample         | 1429212 Bonus Bucks Expenditures               |
| 05-420-630-4800-6801                                  |             | 2.36                | Re- Design Paint brushes        | 1429442 Bonus Bucks Expenditures               |
| 2340 Hyytinen Hardware Hank                           |             | 16.50               | 4 Transactions                  |  |
| 2386 Information Systems Corp<br>05-420-600-4800-6300 |             | 342.06              | NEXSAN ASSUREON SUPPORT         | 24604 Maintenance/Service Contracts            |
|   |             |                     | 01/07/2018 01/07/2019           | 0  |
| 2386 Information Systems Corp                         |             | 342.06              | 1 Transactions                  |  |
| <b>420 DEPT Total:</b>                                |             | <b>1,391.98</b>     | <b>Income Maintenance</b>       | <b>3 Vendors 6 Transactions</b>                |
| 430 DEPT  |             |                     | Social Services                 |  |
| 14740 Bear Creek Builders<br>05-430-700-4800-6605     |             | 1,400.12            | Basement Remodel                | 16840 Building & Structure Related Expenditure |
| 14740 Bear Creek Builders                             |             | 1,400.12            | 1 Transactions                  |  |
| 2340 Hyytinen Hardware Hank<br>05-430-700-4800-6422   |             | 3.36                | Agency- Jani supplies           | 1424538 Janitorial Services/Supplies           |
| 05-430-700-4800-6422                                  |             | 1.47                | Agency- Jani supplies           | 1428660 Janitorial Services/Supplies           |
| 2340 Hyytinen Hardware Hank                           |             | 4.83                | 2 Transactions                  |  |
| 2386 Information Systems Corp<br>05-430-700-4800-6300 |             | 503.04              | NEXSAN ASSUREON SUPPORT         | 24604 Maintenance/Service Contracts            |
|   |             |                     | 01/07/2018 01/07/2019           | 0  |
| 2386 Information Systems Corp                         |             | 503.04              | 1 Transactions                  |  |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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5 Health & Human Services

| <u>Vendor Name</u>         | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>        | <u>Account/Formula Description</u> |                          |
|----------------------------|-------------|----------------------------|-------------------------|------------------------------------|--------------------------|
| <u>No. Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>    | <u>Paid On Bhf #</u>               | <u>On Behalf of Name</u> |
| 430 DEPT Total:            |             | 1,907.99                   | Social Services         | 3 Vendors                          | 4 Transactions           |
| 5 Fund Total:              |             | 4,364.11                   | Health & Human Services |                                    | 20 Transactions          |

DKB1  
 11/9/17 3:33PM  
 6 Debt Service

# 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           |
| 949    | DEPT                          |           | Courthouse Addition |               |                             |
| 14044  | Boarman Kroos Vogel Group Inc |           |                     |               |                             |
|        | 06-949-000-0000-6231          |           | Design Development  | 44179         | Services, Labor, Contracts  |
|        | 06-949-000-0000-6231          |           | Civil Consultant    | 44179         | Services, Labor, Contracts  |
|        | 06-949-000-0000-6231          |           | Expenses            | 44179         | Services, Labor, Contracts  |
| 14044  | Boarman Kroos Vogel Group Inc |           |                     |               |                             |
|        |                               | 59,031.50 |                     |               |                             |
|        |                               | 3,500.00  |                     |               |                             |
|        |                               | 593.27    |                     |               |                             |
|        |                               | 63,124.77 |                     |               |                             |
|        |                               |           | 3 Transactions      |               |                             |
| 949    | DEPT Total:                   |           | Courthouse Addition | 1 Vendors     | 3 Transactions              |
|        |                               | 63,124.77 |                     |               |                             |
| 6      | Fund Total:                   |           | Debt Service        |               | 3 Transactions              |
|        |                               | 63,124.77 |                     |               |                             |

# Aitkin County



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           |
| 900    | DEPT   |          | Timber Permit Bonds            |               |                             |
| 584    | Blandin Paper Co<br>10-900-000-0000-2300                       |          | timbr permit bond refundR#3129 | 13677         | Timber Permit Bonds         |
| 584    | Blandin Paper Co   | 1,849.60 | 1 Transactions                 |               |                             |
| 1735   | Gelhar/Paul<br>10-900-000-0000-2300                            | 654.80   | timbr permit bond refundR#2867 | 13574         | Timber Permit Bonds         |
| 1735   | Gelhar/Paul  | 654.80   | 1 Transactions                 |               |                             |
| 5791   | Sappi<br>10-900-000-0000-2300                                  | 1,578.72 | timbr permit bond refundR#3152 | 13758         | Timber Permit Bonds         |
| 5791   | Sappi  | 1,578.72 | 1 Transactions                 |               |                             |
| 14367  | Sunne/Lyle<br>10-900-000-0000-2300                             | 607.03   | timbr permit bond refundR#3210 | 13718         | Timber Permit Bonds         |
| 14367  | Sunne/Lyle   | 607.03   | 1 Transactions                 |               |                             |
| 900    | DEPT Total:  | 4,690.15 | Timber Permit Bonds            | 4 Vendors     | 4 Transactions              |
| 921    | DEPT   |          | Co. Development                |               |                             |
| 5398   | CDW Government, Inc<br>10-921-000-0000-6405                    | 356.50   | Office Pro Plus                | KQD9457       | Office Supplies             |
| 5398   | CDW Government, Inc  | 356.50   | 1 Transactions                 |               |                             |
| 1325   | Demenge Trucking & Forest Products LLC<br>10-921-000-0000-6231 | 720.00   | pipe cleaning                  | 10/28/17      | Services, Labor, Contracts  |
| 1325   | Demenge Trucking & Forest Products LLC                         | 720.00   | 1 Transactions                 |               |                             |
| 2386   | Information Systems Corp<br>10-921-000-0000-6405               | 167.68   | NEXSAN ASSUREON supp- randy    | 24604         | Office Supplies             |
|        |  |          | 01/07/2018 01/07/2019          | 0             |                             |
|        | 10-921-000-0000-6405   | 167.68   | NEXSAN ASSUREON SUPP- dan      | 24604         | Office Supplies             |
|        |  |          | 01/07/2018 01/07/2019          | 0             |                             |
| 2386   | Information Systems Corp                                       | 335.36   | 2 Transactions                 |               |                             |
| 7062   | Kern Excavating LLC<br>10-921-000-0000-6231                    | 460.00   | remove beaver dams             | 11517LD       | Services, Labor, Contracts  |
| 7062   | Kern Excavating LLC  | 460.00   | 1 Transactions                 |               |                             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
10 Trust

| <u>Vendor Name</u>          | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>                   | <u>Account/Formula Description</u>         |
|-----------------------------|-------------|----------------------------|------------------------------------|--|
| <u>No. Account/Formula</u>  | <u>Accr</u> | <u>Service Dates</u>       | <u>Paid On Bhf #</u>               | <u>On Behalf of Name</u>                   |
| 921 DEPT Total:             |             | 1,871.86                   | Co. Development                    | 4 Vendors 5 Transactions                   |
| 923 DEPT                    |             |                            | Forfeited Tax Sales                |  |
| 170 Aitkin Motor Company    |             |                            |                                    |  |
| 10- 923- 000- 0000- 6590    |             | 2.92                       | AA Cover                           | 12744 Repair & Maintenance Supplies        |
| 10- 923- 000- 0000- 6590    |             | 687.63                     | LOF & actuator asy x2              | 15348 Repair & Maintenance Supplies        |
| 10- 923- 000- 0000- 6590    |             | 1,501.28                   | hub asy, valve, shaft, tube, actua | 15553 Repair & Maintenance Supplies        |
| 10- 923- 000- 0000- 6590    |             | 248.95                     | caliper asy                        | 15588 Repair & Maintenance Supplies        |
| 10- 923- 000- 0000- 6590    |             | 192.55                     | L rear caliper, brake fluid        | 15589 Repair & Maintenance Supplies        |
| 10- 923- 000- 0000- 6590    |             | 45.76                      | LOF                                | 15639 Repair & Maintenance Supplies        |
| 170 Aitkin Motor Company    |             | 2,679.09                   |                                    | 6 Transactions                             |
| 195 Aitkin Tire Shop        |             |                            |                                    |  |
| 10- 923- 000- 0000- 6590    |             | 310.00                     | goodyear tires                     | 57972 Repair & Maintenance Supplies        |
| 195 Aitkin Tire Shop        |             | 310.00                     |                                    | 1 Transactions                             |
| 10452 AT&T Mobility         |             |                            |                                    |  |
| 10- 923- 000- 0000- 6254    |             | 150.36                     | CELL PHONE CHARGES                 | 287257204209 Utilities                     |
| 10452 AT&T Mobility         |             | 150.36                     |                                    | 1 Transactions                             |
| 584 Blandin Paper Co        |             |                            |                                    |  |
| 10- 923- 000- 0000- 6820    |             | 2,068.71                   | overappraised refund               | 13677 Refunds & Reimbursements             |
| 584 Blandin Paper Co        |             | 2,068.71                   |                                    | 1 Transactions                             |
| 14745 Hanson/Roger          |             |                            |                                    |  |
| 10- 923- 000- 0000- 6820    |             | 90.00                      | overpay land sale purchase         | Refunds & Reimbursements                   |
| 14745 Hanson/Roger          |             | 90.00                      |                                    | 1 Transactions                             |
| 2340 Hyytinen Hardware Hank |             |                            |                                    |  |
| 10- 923- 000- 0000- 6590    |             | 6.98                       | gloves & febreze                   | 1426761 Repair & Maintenance Supplies      |
| 2340 Hyytinen Hardware Hank |             | 6.98                       |                                    | 1 Transactions                             |
| 2410 Jacobs/Mark H          |             |                            |                                    |  |
| 10- 923- 000- 0000- 6330    |             | 46.11                      | MACLC Grand Rapids                 | 106@.435 Transportation & Travel           |
| 10- 923- 000- 0000- 6330    |             | 80.04                      | IRRRB Meeting Eveleth              | 184@.435 Transportation & Travel           |
| 2410 Jacobs/Mark H          |             | 126.15                     |                                    | 2 Transactions                             |
| 10412 O'Reilly Auto Parts   |             |                            |                                    |  |
| 10- 923- 000- 0000- 6590    |             | 9.09                       | capsule                            | 1878- 376357 Repair & Maintenance Supplies |

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
10 Trust

| <u>Vendor Name</u>               | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>               | <u>Account/Formula Description</u> |
|----------------------------------|-------------|----------------------------|--------------------------------|------------------------------------|
| <u>No. Account/Formula</u>       | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>           | <u>Paid On Bhf #</u>               |
| <u>On Behalf of Name</u>         |             |                            |                                |                                    |
| 10412 O'Reilly Auto Parts        |             | 9.09                       | 1 Transactions                 |                                    |
| 4010 Rasley Oil Company          |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6511         |             | 1,956.90                   | October Gas                    | AITCOL&PS                          |
| Gas And Oil                      |             |                            |                                |                                    |
| 4010 Rasley Oil Company          |             | 1,956.90                   | 1 Transactions                 |                                    |
| 4070 Riley Auto Supply           |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6590         |             | 70.35                      | antifreeze                     | 592388                             |
| Repair & Maintenance Supplies    |             |                            |                                |                                    |
| 4070 Riley Auto Supply           |             | 70.35                      | 1 Transactions                 |                                    |
| 5791 Sappi                       |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6820         |             | 2,037.43                   | overappraised refund           | 13758                              |
| Refunds & Reimbursements         |             |                            |                                |                                    |
| 5791 Sappi                       |             | 2,037.43                   | 1 Transactions                 |                                    |
| 14367 Sunne/Lyle                 |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6820         |             | 640.85                     | overappraised refund           | 13718                              |
| Refunds & Reimbursements         |             |                            |                                |                                    |
| 14367 Sunne/Lyle                 |             | 640.85                     | 1 Transactions                 |                                    |
| 4711 Sunnys Citgo                |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6511         |             | 308.04                     | October Fuel                   |                                    |
| Gas And Oil                      |             |                            |                                |                                    |
| 4711 Sunnys Citgo                |             | 308.04                     | 1 Transactions                 |                                    |
| 86235 The Office Shop Inc        |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6405         |             | 113.19                     | Calendars                      | 1034642- 0                         |
| Office Supplies                  |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6405         |             | 26.39                      | corrector tape                 | 1034765- 0                         |
| Office Supplies                  |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6405         |             | 466.22                     | copies on copier               | 295157- 0                          |
| Office Supplies                  |             |                            |                                |                                    |
| 86235 The Office Shop Inc        |             | 605.80                     | 3 Transactions                 |                                    |
| 12788 Timmer Implement of Aitkin |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6590         |             | 44.98                      | filters                        | IA11581                            |
| Repair & Maintenance Supplies    |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6590         |             | 1,982.33                   | replace filters,injector, ligh | WA02122                            |
| Repair & Maintenance Supplies    |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6590         |             | 160.79                     | battery                        | WA0226                             |
| Repair & Maintenance Supplies    |             |                            |                                |                                    |
| 12788 Timmer Implement of Aitkin |             | 2,188.10                   | 3 Transactions                 |                                    |
| 13934 Tire Barn                  |             |                            |                                |                                    |
| 10- 923- 000- 0000- 6590         |             | 68.99                      | antifreeze, repair coolant lea | 40578                              |
| Repair & Maintenance Supplies    |             |                            |                                |                                    |
| 13934 Tire Barn                  |             | 68.99                      | 1 Transactions                 |                                    |
| 4654 Westerlund Cenex            |             |                            |                                |                                    |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
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- 6511       |           | gas                           | 1013456         | Gas And Oil                 |
| 4654   | Westerlund Cenex               |           |                               |                 |                             |
|        |                                | 38.93     |                               |                 |                             |
|        |                                | 38.93     |                               |                 |                             |
|        |                                |           | 1 Transactions                |                 |                             |
| 923    | DEPT Total:                    | 13,355.77 | Forfeited Tax Sales           | 17 Vendors      | 27 Transactions             |
| 926    | DEPT                           |           | Law Library                   |                 |                             |
|        | 1976 Haberkorn Law Offices,Ltd |           |                               |                 |                             |
|        | 10- 926- 000- 0000- 6232       | 570.00    | Law library self help program | July- September | Attorney Services           |
|        | 1976 Haberkorn Law Offices,Ltd | 570.00    |                               |                 |                             |
|        |                                |           | 1 Transactions                |                 |                             |
| 926    | DEPT Total:                    | 570.00    | Law Library                   | 1 Vendors       | 1 Transactions              |
| 10     | Fund Total:                    | 20,487.78 | Trust                         |                 | 37 Transactions             |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
11 Forest Development

| Vendor No. | Name<br>Account/Formula   | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name |
|------------|---|-------------|------------------|--------------------------------------|----------------------------|--|
| 924        | DEPT  |             |                  | Forest Resource                      |                            |  |
| 10452      | AT&T Mobility<br>11- 924- 000- 0000- 6250                       |             | 80.19            | CELL PHONE CHARGES                   | 287257204209               | Telephone  |
| 10452      | AT&T Mobility   |             | 80.19            | 1 Transactions                       |                            |  |
| 13234      | Western EcoSystems Technology, Inc.<br>11- 924- 000- 0000- 6231 |             | 896.72           | bat survey                           | 56222                      | Services, Labor, Contracts                       |
| 13234      | Western EcoSystems Technology, Inc.                             |             | 896.72           | 1 Transactions                       |                            |  |
| 924        | <b>DEPT Total:</b>  |             | <b>976.91</b>    | <b>Forest Resource</b>               | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |
| 925        | DEPT  |             |                  | Reforestation                        |                            |  |
| 1701       | Forestry Suppliers Inc<br>11- 925- 000- 0000- 6406              |             | 2,343.78         | Paint and disc                       | 26821700                   | Field Supplies                                   |
| 1701       | Forestry Suppliers Inc  |             | 2,343.78         | 1 Transactions                       |                            |  |
| 7062       | Kern Excavating LLC<br>11- 925- 000- 0000- 6231                 |             | 1,720.00         | culvert,excavator,gravel             | 11517LD                    | Services, Labor, Contracts                       |
|            | 11- 925- 000- 0000- 6231  |             | 2,642.50         | culvert,excavator,gravel             | 11517LD                    | Services, Labor, Contracts                       |
|            | 11- 925- 000- 0000- 6231  |             | 3,125.00         | rock,excavator,gravel                | 11517LD                    | Services, Labor, Contracts                       |
| 7062       | Kern Excavating LLC   |             | 7,487.50         | 3 Transactions                       |                            |  |
| 13234      | Western EcoSystems Technology, Inc.<br>11- 925- 000- 0000- 6231 |             | 6,569.43         | habitat conservation plan            | 56286                      | Services, Labor, Contracts                       |
| 13234      | Western EcoSystems Technology, Inc.                             |             | 6,569.43         | 1 Transactions                       |                            |  |
| 925        | <b>DEPT Total:</b>  |             | <b>16,400.71</b> | <b>Reforestation</b>                 | <b>3 Vendors</b>           | <b>5 Transactions</b>                            |
| 11         | <b>Fund Total:</b>  |             | <b>17,377.62</b> | <b>Forest Development</b>            |                            | <b>7 Transactions</b>                            |

# Aitkin County



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                                    |          | LLCC Administration           |               |                              |
| 8622 Frontier                               |          |                               |               |                              |
| 19- 521- 000- 0000- 6250                    |          | Service and LD                | 2187684653    | Telephone                    |
| 8622 Frontier                               |          |                               |               |                              |
|   | 521.14   |                               |               |                              |
|   | 521.14   | 1 Transactions                |               |                              |
| 2763 J & H Transfer Station- Lakes Sanitary |          |                               |               |                              |
| 19- 521- 000- 0000- 6255                    |          | Garbage Service- Nov          | 127267        | Garbage                      |
| 2763 J & H Transfer Station- Lakes Sanitary |          |                               |               |                              |
|   | 92.38    |                               |               |                              |
|   | 92.38    | 1 Transactions                |               |                              |
| 521 DEPT Total:                             |          | LLCC Administration           | 2 Vendors     | 2 Transactions               |
|   | 613.52   |                               |               |                              |
| 523 DEPT                                    |          | LLCC Food                     |               |                              |
| 5814 Hagen/Christine                        |          |                               |               |                              |
| 19- 523- 000- 0000- 6418                    |          | OJ- Roadside Market           |               | Groceries- Students          |
| 5814 Hagen/Christine                        |          |                               |               |                              |
|   | 22.90    |                               |               |                              |
|   | 22.90    | 1 Transactions                |               |                              |
| 5662 McGregor Dairy, Inc                    |          |                               |               |                              |
| 19- 523- 000- 0000- 6418                    |          | Groceries                     | 27534         | Groceries- Students          |
| 19- 523- 000- 0000- 6418                    |          | Groceries                     | 27564         | Groceries- Students          |
| 5662 McGregor Dairy, Inc                    |          |                               |               |                              |
|   | 232.77   |                               |               |                              |
|   | 192.81   |                               |               |                              |
|   | 425.58   | 2 Transactions                |               |                              |
| 4761 Sysco Minnesota Inc                    |          |                               |               |                              |
| 19- 523- 000- 0000- 6418                    |          | GROCERIES                     | 153187232     | Groceries- Students          |
| 19- 523- 000- 0000- 6418                    |          | GROCERIES                     | 153192283     | Groceries- Students          |
| 4761 Sysco Minnesota Inc                    |          |                               |               |                              |
|   | 1,577.38 |                               |               |                              |
|   | 1,024.41 |                               |               |                              |
|   | 2,601.79 | 2 Transactions                |               |                              |
| 4968 Upper Lakes Foods, Inc                 |          |                               |               |                              |
| 19- 523- 000- 0000- 6418                    |          | Groceries                     | 164071- 00    | Groceries- Students          |
| 19- 523- 000- 0000- 6418                    |          | Groceries                     | 167262- 00    | Groceries- Students          |
| 19- 523- 000- 0000- 6420                    |          | Groceries                     | 167262- 00    | Food Service Supplies        |
| 19- 523- 000- 0000- 6418                    |          | Groceries                     | 172088- 00    | Groceries- Students          |
| 4968 Upper Lakes Foods, Inc                 |          |                               |               |                              |
|   | 38.98    |                               |               |                              |
|   | 1,486.30 |                               |               |                              |
|   | 173.05   |                               |               |                              |
|   | 1,161.54 |                               |               |                              |
|   | 2,859.87 | 4 Transactions                |               |                              |
| 523 DEPT Total:                             |          | LLCC Food                     | 4 Vendors     | 9 Transactions               |
|   | 5,910.14 |                               |               |                              |
| 524 DEPT                                    |          | LLCC Maintenance              |               |                              |
| 88628 Dalco                                 |          |                               |               |                              |
| 19- 524- 000- 0000- 6422                    |          | toilet paper and paper towels | 3241859       | Janitorial Services/Supplies |
|   | 211.41   |                               |               |                              |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
19 Long Lake Conservation C

| Vendor Name                        | <u>Rpt</u>    | <u>Warrant Description</u>    | <u>Invoice #</u>     | <u>Account/Formula Description</u> |
|------------------------------------|---------------|-------------------------------|----------------------|------------------------------------|
| <u>No.</u> <u>Account/Formula</u>  | <u>Accr</u>   | <u>Service Dates</u>          | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>           |
| 19- 524- 000- 0000- 6422           | 27.00-        | refund shipping               | 3241859              | Janitorial Services/Supplies       |
| <b>88628 Dalco</b>                 | <b>184.41</b> |                               |                      |                                    |
|                                    |               | 2 Transactions                |                      |                                    |
| 2340 Hyytinen Hardware Hank        |               |                               |                      |                                    |
| 19- 524- 000- 0000- 6422           | 39.33         | toilet repair supplies        | 1426016              | Janitorial Services/Supplies       |
| 19- 524- 000- 0000- 6422           | 36.97         | torch head, propane           | 1428822              | Janitorial Services/Supplies       |
| <b>2340 Hyytinen Hardware Hank</b> | <b>76.30</b>  |                               |                      |                                    |
|                                    |               | 2 Transactions                |                      |                                    |
| 524 DEPT Total:                    | 260.71        | LLCC Maintenance              | 2 Vendors            | 4 Transactions                     |
| 19 Fund Total:                     | 6,784.37      | Long Lake Conservation Center |                      | 15 Transactions                    |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
21 Parks

| Vendor | Name                       | Rpt  | Amount | Warrant Description      | Invoice #     | Account/Formula Description   |
|--------|----------------------------|------|--------|--------------------------|---------------|-------------------------------|
| No.    | Account/Formula            | Accr |        | Service Dates            | Paid On Bhf # | On Behalf of Name             |
| 520    | DEPT                       |      |        | Parks                    |               |                               |
| 10452  | AT&T Mobility              |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6250   |      | 50.12  | CELL PHONE CHARGES       | 287257204209  | Telephone                     |
| 10452  | AT&T Mobility              |      | 50.12  |                          |               |                               |
|        |                            |      |        | 1 Transactions           |               |                               |
| 13725  | Beartooth True Value       |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6406   |      | 28.97  | paint,tire kit, tie down | A23212        | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 79.00  | vispo supplies           | B48011        | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 29.48  | pruner, connector        | B48791        | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 40.46  | paint, tape, batteries   | B49259        | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 73.28  | waders, thread seal      | B49422        | Field Supplies                |
| 13725  | Beartooth True Value       |      | 251.19 |                          |               |                               |
|        |                            |      |        | 5 Transactions           |               |                               |
| 10083  | Cedarbrook Lumber Comp     |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6406   |      | 53.83  | brushes & bronze label   | 89897         | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 112.05 | post                     | 90435         | Field Supplies                |
| 10083  | Cedarbrook Lumber Comp     |      | 165.88 |                          |               |                               |
|        |                            |      |        | 2 Transactions           |               |                               |
| 1310   | Door Doctor                |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6590   |      | 75.00  | labor to clap springs    | 1658          | Repair & Maintenance Supplies |
| 1310   | Door Doctor                |      | 75.00  |                          |               |                               |
|        |                            |      |        | 1 Transactions           |               |                               |
| 1829   | Goble's Sewer Service Inc. |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6231   |      | 135.00 | Aitkin Pumping           | 6715          | Services, Labor, Contracts    |
|        | 21- 520- 000- 0000- 6231   |      | 195.00 | SR Pumping               | 6844          | Services, Labor, Contracts    |
| 1829   | Goble's Sewer Service Inc. |      | 330.00 |                          |               |                               |
|        |                            |      |        | 2 Transactions           |               |                               |
| 7525   | Hometown Bldg Supply       |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6590   |      | 18.58  | rim blade                | 3039          | Repair & Maintenance Supplies |
|        | 21- 520- 000- 0000- 6590   |      | 41.74  | blade & sand             | 3772          | Repair & Maintenance Supplies |
|        | 21- 520- 000- 0000- 6590   |      | 17.37  | sand                     | 3791          | Repair & Maintenance Supplies |
|        | 21- 520- 000- 0000- 6590   |      | 31.58  | vinyl patch              | 3809          | Repair & Maintenance Supplies |
| 7525   | Hometown Bldg Supply       |      | 109.27 |                          |               |                               |
|        |                            |      |        | 4 Transactions           |               |                               |
| 2340   | Hyytinen Hardware Hank     |      |        |                          |               |                               |
|        | 21- 520- 000- 0000- 6406   |      | 20.48  | nuts, screws             | 1425233       | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 8.49   | auto carpet cleaner      | 1425236       | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 15.36  | nuts, bolts              | 1426169       | Field Supplies                |
|        | 21- 520- 000- 0000- 6406   |      | 24.99  | 1 ton power pull         | 1427929       | Field Supplies                |

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
11/9/17 3:33PM  
21 Parks

| Vendor Name  | Rpt               | Warrant Description             | Invoice #               | Account/Formula Description   |
|--|-------------------|---------------------------------|-------------------------|-------------------------------|
| No. Account/Formula                                    | Accr              | Service Dates                   | Paid On Bhf #           | On Behalf of Name             |
| Amount   |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6406                               |                   | rollers, brushes                | 1428069                 | Field Supplies                |
| 21- 520- 000- 0000- 6406                               |                   | forged load binder              | 1428149                 | Field Supplies                |
| <b>2340 Hyytinen Hardware Hank</b>                     |                   |                                 |                         |                               |
|  | 13.97             |                                 |                         |                               |
|  | 59.98             |                                 |                         |                               |
|  | 143.27            | 6 Transactions                  |                         |                               |
| 2763 J & H Transfer Station- Lakes Sanitary            |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6254                               | 102.67            | Berglund Park Garbage           | 127325                  | Utilities                     |
| <b>2763 J &amp; H Transfer Station- Lakes Sanitary</b> | 102.67            | 1 Transactions                  |                         |                               |
| 2991 Malmo Market                                      |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6511                               | 257.48            | October gas                     |                         | Gas And Oil                   |
| <b>2991 Malmo Market</b>                               | 257.48            | 1 Transactions                  |                         |                               |
| 12927 Midwest Machinery Co.                            |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6590                               | 1,417.45          | alternator,pully,plugs,v- belts | 1571352                 | Repair & Maintenance Supplies |
| <b>12927 Midwest Machinery Co.</b>                     | 1,417.45          | 1 Transactions                  |                         |                               |
| 9692 Minnesota Energy Resources Corporation            |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6254                               | 138.45            | heating gas for shop            | 0502544561              | Utilities                     |
| <b>9692 Minnesota Energy Resources Corporation</b>     | 138.45            | 1 Transactions                  |                         |                               |
| 3255 Mn Counties Intergovernmental Trust               |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6610                               | 53.00             | Morooka Track Hauler            | 5109                    | Equipment                     |
| <b>3255 Mn Counties Intergovernmental Trust</b>        | 53.00             | 1 Transactions                  |                         |                               |
| 14483 Norland Sanitary Services                        |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6231                               | 90.00             | Jacobson dumpster               | 38202                   | Services, Labor, Contracts    |
| <b>14483 Norland Sanitary Services</b>                 | 90.00             | 1 Transactions                  |                         |                               |
| 90805 Temco  |                   |                                 |                         |                               |
| 21- 520- 000- 0000- 6590                               | 224.80            | repair lock box gate            | 21983                   | Repair & Maintenance Supplies |
| <b>90805 Temco</b>                                     | 224.80            | 1 Transactions                  |                         |                               |
| <b>520 DEPT Total:</b>                                 | <b>3,408.58</b>   | <b>Parks</b>                    | <b>14 Vendors</b>       | <b>28 Transactions</b>        |
| <b>21 Fund Total:</b>                                  | <b>3,408.58</b>   | <b>Parks</b>                    |                         | <b>28 Transactions</b>        |
| <b>Final Total:</b>                                    | <b>286,037.20</b> | <b>249 Vendors</b>              | <b>526 Transactions</b> |                               |

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>     | <u>Name</u>                   |
|------------------|-------------------|-------------------------------|
| 1                | 97,097.78         | General Fund                  |
| 3                | 73,392.19         | Road & Bridge                 |
| 5                | 4,364.11          | Health & Human Services       |
| 6                | 63,124.77         | Debt Service                  |
| 10               | 20,487.78         | Trust                         |
| 11               | 17,377.62         | Forest Development            |
| 19               | 6,784.37          | Long Lake Conservation Center |
| 21               | 3,408.58          | Parks                         |
| <b>All Funds</b> | <b>286,037.20</b> | <b>Total</b>                  |

Approved by, .....

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2D

# Aitkin County



DKB1  
10/20/17 1:44PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

Page Break By: 1

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

Explode Dist. Formulas 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

October/November School Advance

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
10/20/17 1:44PM  
12 Agency

| Vendor | Name   | Rpt  | Warrant Description | Invoice #            | Account/Formula Description |                   |
|--------|--|------|---------------------|----------------------|-----------------------------|-------------------|
| No.    | Account/Formula  | Accr | Amount              | Service Dates        | Paid On Bhf #               | On Behalf of Name |
| 932    | DEPT   |      |                     | Schools              |                             |                   |
| 393    | Isd 1 Aitkin- Treasurer<br>12- 932- 000- 0000- 6801                |      | 427,908.06          | Oct/November Advance |                             | Appropriations    |
| 393    | Isd 1 Aitkin- Treasurer  |      | 427,908.06          | 1 Transactions       |                             |                   |
| 1985   | Isd 182 Crosby- Treasurer<br>12- 932- 000- 0000- 6801              |      | 17.89               | Oct/November Advance |                             | Appropriations    |
| 1985   | Isd 182 Crosby- Treasurer  |      | 17.89               | 1 Transactions       |                             |                   |
| 392    | Isd 2 Hill City- Treasurer<br>12- 932- 000- 0000- 6801             |      | 129,309.55          | Oct/November Advance |                             | Appropriations    |
| 392    | Isd 2 Hill City- Treasurer   |      | 129,309.55          | 1 Transactions       |                             |                   |
| 1983   | Isd 2165 Hinckley Finlayson- Treasurer<br>12- 932- 000- 0000- 6801 |      | 56,576.75           | Oct/November Advance |                             | Appropriations    |
| 1983   | Isd 2165 Hinckley Finlayson- Treasurer                             |      | 56,576.75           | 1 Transactions       |                             |                   |
| 1979   | ISD 2580 East Central- Treasurer<br>12- 932- 000- 0000- 6801       |      | 13,757.97           | Oct/November Advance |                             | Appropriations    |
| 1979   | ISD 2580 East Central- Treasurer                                   |      | 13,757.97           | 1 Transactions       |                             |                   |
| 395    | ISD 4 McGregor- Treasurer<br>12- 932- 000- 0000- 6801              |      | 541,447.75          | Oct/November Advance |                             | Appropriations    |
| 395    | ISD 4 McGregor- Treasurer  |      | 541,447.75          | 1 Transactions       |                             |                   |
| 1982   | Isd 473 Isle- Treasurer<br>12- 932- 000- 0000- 6801                |      | 102,038.98          | Oct/November Advance |                             | Appropriations    |
| 1982   | Isd 473 Isle- Treasurer  |      | 102,038.98          | 1 Transactions       |                             |                   |
| 1981   | Isd 577 Willow River- Treasurer<br>12- 932- 000- 0000- 6801        |      | 3,934.82            | Oct/November Advance |                             | Appropriations    |
| 1981   | Isd 577 Willow River- Treasurer                                    |      | 3,934.82            | 1 Transactions       |                             |                   |
| 394    | Isd 698 Floodwood- Treasurer<br>12- 932- 000- 0000- 6801           |      | 4,349.24            | Oct/November Advance |                             | Appropriations    |
| 394    | Isd 698 Floodwood- Treasurer                                       |      | 4,349.24            | 1 Transactions       |                             |                   |
| 1984   | Isd 95 Cromwell- Wright- Treasurer<br>12- 932- 000- 0000- 6801     |      | 15.69               | Oct/November Advance |                             | Appropriations    |

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
10/20/17 1:44PM  
12 Agency

| Vendor | Name                               | Rpt  | Amount       | Warrant Description | Invoice #       | Account/Formula Description |
|--------|------------------------------------|------|--------------|---------------------|-----------------|-----------------------------|
| No.    | Account/Formula                    | Accr |              | Service Dates       | Paid On Bhf #   | On Behalf of Name           |
| 1984   | Isd 95 Cromwell- Wright- Treasurer |      | 15.69        |                     | 1 Transactions  |                             |
| 932    | DEPT Total:                        |      | 1,279,356.70 | Schools             | 10 Vendors      | 10 Transactions             |
| 12     | Fund Total:                        |      | 1,279,356.70 | Agency              |                 | 10 Transactions             |
|        | Final Total:                       |      | 1,279,356.70 | 10 Vendors          | 10 Transactions |                             |

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b> |
|----------------------|--------------------|----------------------|--------------------|
|                      | 12                 | 1,279,356.70         | Agency             |
| <b>All Funds</b>     |                    | <b>1,279,356.70</b>  | <b>Total</b>       |

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DKB1  
11/01/2017

1:15PM

October

Manual Warrants

# Aitkin County

## WARRANT REGISTER



2E

| <u>Warr #</u> | <u>Vendor #</u> | <u>Vendor Name</u>  | <u>Amount</u> | <u>Description</u>              | <u>Account Number</u>       | <u>Invoice #</u> | <u>PO #</u>    |
|---------------|-----------------|---|---------------|---------------------------------|-----------------------------|------------------|----------------|
|               |                 |   |               | <u>OBO#</u>                     | <u>On- Behalf- of- Name</u> | <u>From Date</u> | <u>To Date</u> |
| 2338          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                 |                             |                  |                |
|               |                 |   | 1,425.18      | Dep Care FSA Claims             | 01-044-904-0000-6360        | 38513647         | 0              |
|               |                 |   | 137.20        | Med FSA Claims                  | 01-044-904-0000-6360        | 38513647         | 0              |
|               |                 | <b>Warrant # 2338 Total</b>                                   | 1,562.38      | <b>Date 10/4/17</b>             |                             |                  |                |
| 2339          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                 |                             |                  |                |
|               |                 |   | 15.00         | camping refund R#1347           | 21-520-000-0000-5510        | Metcalfe         | 0              |
|               |                 | <b>Warrant # 2339 Total</b>                                   | 15.00         | <b>Date 10/4/17</b>             |                             |                  |                |
| 2340          | 5462            | Bremer Bank (Elan ACH)<br><br>ELAN ACH<br>AITKIN, MN 56431    |               |                                 |                             |                  |                |
|               |                 |   | 225.00        | Leadership Course- L.Tibbetts   | 01-043-000-0000-6208        |                  | 0              |
|               |                 |   | -1.03         | Office shop sales tax refund    | 01-049-000-0000-6402        |                  | 0              |
|               |                 |   | 151.60        | Cable Runners                   | 01-049-000-0000-6402        |                  | 0              |
|               |                 |   | 28.78         | Velcros and zip ties            | 01-049-000-0000-6402        |                  | 0              |
|               |                 |   | 371.06        | 1000' of Cable                  | 01-049-000-0000-6402        |                  | 0              |
|               |                 |   | 46.27         | Canon Exchange roller Kit       | 01-052-000-0000-6625        |                  | 0              |
|               |                 |   | 133.48        | Vertical blinds- Judge chambers | 01-110-000-0000-6231        |                  | 0              |
|               |                 |   | 195.56        | Hotel/VSO Convention            | 01-120-000-0000-6332        |                  | 0              |
|               |                 |   | 50.00         | #209 3 yr NRA instructor recer  | 01-200-000-0000-6231        |                  | 0              |
|               |                 |   | 10.99         | Amazon membership- one montl    | 01-200-000-0000-6231        |                  | 0              |
|               |                 |   | 23.05         | CR2032 batteries                | 01-200-000-0000-6405        |                  | 0              |
|               |                 |   | 75.67         | ACSO Checks- Cks Unlimited      | 01-200-000-0000-6405        |                  | 0              |
|               |                 |   | 265.21        | Security Camera                 | 01-200-000-0000-6610        |                  | 0              |
|               |                 |   | 250.00        | #216 amorer's course registrat  | 01-200-003-0000-6241        |                  | 0              |
|               |                 |   | 25.00         | #221 BCA trafficking conferenc  | 01-200-003-0000-6241        |                  | 0              |
|               |                 |   | 25.00         | #218 BCA trafficking conferenc  | 01-200-003-0000-6241        |                  | 0              |
|               |                 |   | 87.32         | Groceries                       | 01-252-000-0000-6418        |                  | 0              |
|               |                 |   | 54.80         | Towels                          | 01-252-000-0000-6424        |                  | 0              |
|               |                 |   | 14.58         | Gas                             | 01-252-000-0000-6511        |                  | 0              |
|               |                 |   | 213.00        | Hotel/Zuercher Conf.- Kramer    | 01-252-003-0000-6332        |                  | 0              |
|               |                 |   | 29.06         | Gas/Zuercher Conf.- Kramer      | 01-252-003-0000-6511        |                  | 0              |
|               |                 |   | 53.50         | Imate prizes                    | 01-252-252-0000-6405        |                  | 0              |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u> | <u>Vendor Name</u> | <u>Amount</u> | <u>Description</u>               | <u>Account Number</u>       | <u>Invoice #</u> | <u>PO #</u>    |
|---------------|-----------------|--------------------|---------------|----------------------------------|-----------------------------|------------------|----------------|
|               |                 |                    |               | <u>OBO#</u>                      | <u>On- Behalf- of- Name</u> | <u>From Date</u> | <u>To Date</u> |
|               |                 |                    | 263.32        | Hotel/NEHA Conference            | 01-390-000-0000-6332        |                  | 0              |
|               |                 |                    | 26.85         | meals/NEHA Conference            | 01-390-000-0000-6340        |                  | 0              |
|               |                 |                    | 49.19         | meals/NEHA Conference            | 01-391-000-0000-6340        |                  | 0              |
|               |                 |                    | 164.26        | WIC- BF- emp lodging trng        | 05-400-410-0413-6332        |                  | 0              |
|               |                 |                    | 32.18         | WIC- BF- emp meal trng           | 05-400-410-0413-6340        |                  | 0              |
|               |                 |                    | 111.96        | WIC- PH budget- oral health pron | 05-400-410-0413-6406        |                  | 0              |
|               |                 |                    | 93.96         | C&TC - oral health promo         | 05-400-430-0403-6416        |                  | 0              |
|               |                 |                    | -6.10         | Power of Sour Tax Credit         | 05-400-430-0403-6416        |                  | 0              |
|               |                 |                    | 57.28         | Project Mgmt Workshop CB&SS      | 05-400-440-0410-6241        |                  | 0              |
|               |                 |                    | 5.12          | COS Class Meal                   | 05-400-440-0410-6340        |                  | 0              |
|               |                 |                    | 7.19          | wireless mouse/keyboard SS       | 05-400-440-0410-6402        |                  | 0              |
|               |                 |                    | 3.35          | Agency supplies                  | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 18.14         | Monthly Planner EM               | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 7.06          | Agency Supplies- pens/pencils    | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 4.40          | Agency Supplies                  | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 11.77         | Agency Supplies                  | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 1.39          | Office Supplies- SS              | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 2.83          | Director- Light Fixture          | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 0.96          | Agency Supplies                  | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 21.24         | PH OSS Supplies                  | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 31.20         | ink cartr. for mail machine      | 05-400-440-0410-6405        |                  | 0              |
|               |                 |                    | 12.92         | Meal/SHIP Conference- HC         | 05-400-450-0451-6340        |                  | 0              |
|               |                 |                    | 121.72        | Project Mgmt Workshop CB&SS      | 05-420-600-4800-6241        |                  | 0              |
|               |                 |                    | 408.16        | Hotel/EMP Conference             | 05-420-600-4800-6332        |                  | 0              |
|               |                 |                    | 10.89         | COS Class Meal                   | 05-420-600-4800-6340        |                  | 0              |
|               |                 |                    | 15.30         | wireless mouse/keyboard SS       | 05-420-600-4800-6402        |                  | 0              |
|               |                 |                    | 7.14          | Agency supplies                  | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 14.99         | Agency Supplies- pens/pencils    | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 9.34          | Agency Supplies                  | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 25.02         | Agency Supplies                  | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 2.94          | Office Supplies- SS              | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 6.04          | Director- Light Fixture          | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 2.05          | Agency Supplies                  | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 66.30         | ink cartr. for mail machine      | 05-420-600-4800-6405        |                  | 0              |
|               |                 |                    | 179.00        | Project Mgmt Workshop CB&SS      | 05-430-700-4800-6241        |                  | 0              |
|               |                 |                    | 32.28         | EMP- Parking                     | 05-430-700-4800-6330        |                  | 0              |
|               |                 |                    | 718.14        | EMP- Hotel                       | 05-430-700-4800-6332        |                  | 0              |
|               |                 |                    | 28.00         | EMP- gas county car              | 05-430-700-4800-6335        |                  | 0              |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u>  | <u>Vendor Name</u> | <u>Amount</u> | <u>Description</u>              | <u>Account Number</u>       | <u>Invoice #</u> | <u>PO #</u>    |
|---------------|------------------|--------------------|---------------|---------------------------------|-----------------------------|------------------|----------------|
|               |                  |                    |               | <u>OBO#</u>                     | <u>On- Behalf- of- Name</u> | <u>From Date</u> | <u>To Date</u> |
|               |                  |                    | 16.01         | COS Class Meal                  | 05-430-700-4800-6340        |                  | 0              |
|               |                  |                    | 7.43          | EMP- meals overnight conference | 05-430-700-4800-6340        |                  | 0              |
|               |                  |                    | 7.64          | EMP- Meals overnight            | 05-430-700-4800-6340        |                  | 0              |
|               |                  |                    | 7.43          | MACHMP Meals                    | 05-430-700-4800-6340        |                  | 0              |
|               |                  |                    | 22.50         | wireless mouse/keyboard SS      | 05-430-700-4800-6402        |                  | 0              |
|               |                  |                    | 10.50         | Agency supplies                 | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 22.05         | Agency Supplies- pens/pencils   | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 13.74         | Agency Supplies                 | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 36.79         | Agency Supplies                 | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 4.33          | Office Supplies- SS             | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 8.88          | Director- Light Fixture         | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 3.01          | Agency Supplies                 | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 97.50         | ink cartr. for mail machine     | 05-430-700-4800-6405        |                  | 0              |
|               |                  |                    | 57.49         | battery backup for WiFi         | 19-521-000-0000-6405        |                  | 0              |
|               |                  |                    | 20.00         | Critter Food                    | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 14.96         | playing supplies                | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 15.97         | masking tape                    | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 6.64          | super glue                      | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 19.69         | bouys, anchor line              | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 211.54        | award stickers                  | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 25.18         | labels, paper                   | 19-522-000-0000-6416        |                  | 0              |
|               |                  |                    | 92.99         | Smoke alarm with Strobe         | 19-524-000-0000-6422        |                  | 0              |
|               |                  |                    | 107.95        | light switches & ballasts       | 19-524-000-0000-6422        |                  | 0              |
|               |                  |                    | 15.99         | light bulbs                     | 19-524-000-0000-6422        |                  | 0              |
|               |                  |                    | 53.66         | light bulbs                     | 19-524-000-0000-6422        |                  | 0              |
|               |                  |                    | 37.98         | light bulbs                     | 19-524-000-0000-6422        |                  | 0              |
|               |                  |                    | 149.25        | Hotel/AMC Policy Meeting        | 01-001-000-0000-6332        | Niemi            | 0              |
|               |                  |                    | 13.91         | Meal/AMC Policy Meeting         | 01-001-000-0000-6340        | Niemi            | 0              |
|               |                  |                    | 149.25        | Hotel/AMC Policy Meeting        | 01-001-000-0000-6332        | Pratt            | 0              |
|               |                  |                    | 149.25        | Hotel/AMC Policy Meeting        | 01-001-000-0000-6332        | Seibert          | 0              |
|               |                  |                    | 12.23         | Meal/Administrator Meeting      | 01-052-000-0000-6108        | Seibert          | 0              |
|               |                  |                    | 84.00         | San Disk SSD Plus 240GB         | 01-122-000-0000-6405        | Sovde computer   | 0              |
|               |                  |                    | 149.25        | Hotel/AMC Policy Meeting        | 01-001-000-0000-6332        | Westerlund       | 0              |
|               | <b>Warrant #</b> | <b>2340</b>        | <b>Total</b>  | <b>6,540.67</b>                 | <b>Date 10/5/17</b>         |                  |                |
| 2341          | 780              | Bremer Bank        |               |                                 |                             |                  |                |
|               |                  | MORTGAGE- DEED TAX |               |                                 |                             |                  |                |
|               |                  | AITKIN, MN 56431   |               |                                 |                             |                  |                |
|               |                  |                    | 0.06          | Sept Mortgage Reg               | 01-040-000-0000-5081        |                  | 0              |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u>  | <u>Vendor Name</u>  | <u>Amount</u> | <u>Description</u>           | <u>Account Number</u>       | <u>Invoice #</u> | <u>PO #</u>    |
|---------------|------------------|---|---------------|------------------------------|-----------------------------|------------------|----------------|
|               |                  |   |               | <u>OBO#</u>                  | <u>On- Behalf- of- Name</u> | <u>From Date</u> | <u>To Date</u> |
|               |                  |   | 0.09          | Sept Deed Tax                | 01-042-000-0000-5079        |                  | 0              |
|               |                  |   | 42,155.47     | Sept Deed Tax                | 09-000-000-0000-2025        |                  | 0              |
|               |                  |   | 27,988.78     | Sept Mortgage Reg            | 09-000-000-0000-2026        |                  | 0              |
|               |                  |   | 70,144.40     | Date 10/6/17                 |                             |                  | 0              |
|               | <b>Warrant #</b> | <b>2341</b>   | <b>Total</b>  |                              |                             |                  |                |
| 2342          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                              |                             |                  |                |
|               | <b>Warrant #</b> | <b>2342</b>   | <b>Total</b>  |                              |                             |                  |                |
|               |                  |   | 40.00         | NSF Check- Daniel Rhodes     | 01-392-000-0000-5546        |                  | 0              |
|               |                  |   | 40.00         | Date 10/6/17                 |                             |                  |                |
| 2343          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                              |                             |                  |                |
|               | <b>Warrant #</b> | <b>2343</b>   | <b>Total</b>  |                              |                             |                  |                |
|               |                  |   | 440.50        | NSF Travis Hall R#28569      | 10-900-000-0000-2300        |                  | 0              |
|               |                  |   | 3,904.96      | NSF Travis Hall R#28569      | 10-923-000-0000-5254        |                  | 0              |
|               |                  |   | 4,345.46      | Date 10/11/17                |                             |                  |                |
| 2344          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                              |                             |                  |                |
|               | <b>Warrant #</b> | <b>2344</b>   | <b>Total</b>  |                              |                             |                  |                |
|               |                  |   | 207.58        | 24- 1- 086500 NSF Per 2      | 13-943-000-0000-2001        | Kukowski         | 0              |
|               |                  |   | 207.58        | Date 10/11/17                |                             |                  |                |
| 2345          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                              |                             |                  |                |
|               | <b>Warrant #</b> | <b>2345</b>   | <b>Total</b>  |                              |                             |                  |                |
|               |                  |   | 137.39        | Credit Card Fee              | 19-522-000-0000-6217        |                  | 0              |
|               |                  |   | 137.39        | Date 10/11/17                |                             |                  |                |
| 2346          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                              |                             |                  |                |
|               | <b>Warrant #</b> | <b>2346</b>   | <b>Total</b>  |                              |                             |                  |                |
|               |                  |   | 19.98         | monthly CC machine lease fee | 19-522-000-0000-6217        |                  | 0              |
|               |                  |   | 19.98         | Date 10/11/17                |                             |                  |                |
| 2347          | 8410             | Bremer Bank   |               |                              |                             |                  |                |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u> | <u>Vendor Name</u>  | <u>Amount</u>   | <u>Description</u><br><u>OBO#</u> | <u>Account Number</u><br><u>On- Behalf- of- Name</u> | <u>Invoice #</u><br><u>From Date</u> | <u>PO #</u><br><u>To Date</u> |
|---------------|-----------------|---|-----------------|-----------------------------------|--|--------------------------------------|-------------------------------|
|               |                 | 101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431                |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2347      Total</b>                         | <b>982.53</b>   | <b>Med FSA Claims</b>             | <b>01- 044- 904- 0000- 6360</b>                      | <b>38517616</b>                      | <b>0</b>                      |
|               |                 |   | <b>982.53</b>   | <b>Date 10/11/17</b>              |  |                                      |                               |
| 2348          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2348      Total</b>                         | <b>1,439.36</b> | <b>16- 1- 091000 NSF Per 2</b>    | <b>13- 943- 000- 0000- 2001</b>                      | <b>Kandaswamy</b>                    | <b>0</b>                      |
|               |                 |   | <b>1,439.36</b> | <b>Date 10/16/17</b>              |  |                                      |                               |
| 2349          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2349      Total</b>                         | <b>20.33</b>    | <b>Credit Card Fee- Bambora</b>   | <b>19- 522- 000- 0000- 6217</b>                      |                                      | <b>0</b>                      |
|               |                 |   | <b>20.33</b>    | <b>Date 10/16/17</b>              |  |                                      |                               |
| 2350          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2350      Total</b>                         | <b>2.00</b>     | <b>Wells Fargo Stop Payment</b>   | <b>01- 042- 000- 0000- 5840</b>                      |                                      | <b>0</b>                      |
|               |                 |   | <b>2.00</b>     | <b>Date 10/16/17</b>              |  |                                      |                               |
| 2351          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2351      Total</b>                         | <b>558.00</b>   | <b>07- 1- 101300 NSF Per 2</b>    | <b>13- 943- 000- 0000- 2001</b>                      | <b>Verness</b>                       | <b>0</b>                      |
|               |                 |   | <b>558.00</b>   | <b>Date 11/17/17</b>              |  |                                      |                               |
| 2371          | 8410            | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |                 |                                   |  |                                      |                               |
|               |                 | <b>Warrant #      2371      Total</b>                         | <b>450.02</b>   | <b>Dep Care FSA Claims</b>        | <b>01- 044- 904- 0000- 6360</b>                      | <b>38521788</b>                      | <b>0</b>                      |
|               |                 |   | <b>969.14</b>   | <b>Med FSA Claims</b>             | <b>01- 044- 904- 0000- 6360</b>                      | <b>38521788</b>                      | <b>0</b>                      |
|               |                 |   | <b>1,419.16</b> | <b>Date 11/18/17</b>              |  |                                      |                               |
| 2372          | 5462            | Bremer Bank (Elan ACH)  |                 |                                   |  |                                      |                               |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u> | <u>Vendor Name</u>           | <u>Amount</u> | <u>Description</u><br><u>OBO#</u> | <u>Account Number</u><br><u>On- Behalf- of- Name</u> | <u>Invoice #</u><br><u>From Date</u> | <u>PO #</u><br><u>To Date</u> |
|---------------|-----------------|------------------------------|---------------|-----------------------------------|--|--------------------------------------|-------------------------------|
|               |                 | ELAN ACH<br>AITKIN, MN 56431 |               |                                   |  |                                      |                               |
|               |                 |                              | 103.76        | Hotel/MRC Meeting                 | 01- 001- 000- 0000- 6332                             |                                      | 0                             |
|               |                 |                              | 30.02         | Office supplies/Pens              | 01- 049- 000- 0000- 6405                             |                                      | 0                             |
|               |                 |                              | 53.69         | Office Supplies/Misc.             | 01- 049- 000- 0000- 6405                             |                                      | 0                             |
|               |                 |                              | 95.00         | Ruttger's conference meals        | 01- 052- 000- 0000- 6108                             |                                      | 0                             |
|               |                 |                              | 10.00         | MACA- MCHRMA Conference Fee       | 01- 052- 000- 0000- 6241                             |                                      | 0                             |
|               |                 |                              | 17.17         | blades/scrapers to remove deca    | 01- 200- 000- 0000- 6405                             |                                      | 0                             |
|               |                 |                              | 31.69         | disinfectant spray                | 01- 252- 000- 0000- 6405                             |                                      | 0                             |
|               |                 |                              | 11.00         | Dreft Detergent                   | 01- 252- 000- 0000- 6424                             |                                      | 0                             |
|               |                 |                              | 35.00         | MEHA Membership renewal           | 01- 390- 000- 0000- 6240                             |                                      | 0                             |
|               |                 |                              | 33.74         | DVD writer and supplies           | 01- 390- 000- 0000- 6405                             |                                      | 0                             |
|               |                 |                              | 170.85        | GoDaddy Domain                    | 01- 711- 000- 0000- 6303                             |                                      | 0                             |
|               |                 |                              | 29.00         | Gas purchase #64                  | 01- 711- 000- 0000- 6511                             |                                      | 0                             |
|               |                 |                              | 152.83        | MCH- HFA lodging                  | 05- 400- 430- 0408- 6332                             |                                      | 0                             |
|               |                 |                              | 94.03         | MCH- HFA meals                    | 05- 400- 430- 0408- 6340                             |                                      | 0                             |
|               |                 |                              | 15.84         | Meeting Minutes Webinar           | 05- 400- 440- 0410- 6241                             |                                      | 0                             |
|               |                 |                              | 72.77         | MACSSA Conference lodging         | 05- 400- 440- 0410- 6332                             |                                      | 0                             |
|               |                 |                              | 2.22          | COS class meal                    | 05- 400- 440- 0410- 6340                             |                                      | 0                             |
|               |                 |                              | 7.87          | PH- Office Supplies (EM)          | 05- 400- 440- 0410- 6405                             |                                      | 0                             |
|               |                 |                              | 19.99         | PH- Office Supplies (EM)          | 05- 400- 440- 0410- 6405                             |                                      | 0                             |
|               |                 |                              | 34.20         | PH- Office Heater (EM)            | 05- 400- 440- 0410- 6450                             |                                      | 0                             |
|               |                 |                              | 33.66         | Meeting Minutes Webinar           | 05- 420- 600- 4800- 6241                             |                                      | 0                             |
|               |                 |                              | 154.66        | MACSSA Conference lodging         | 05- 420- 600- 4800- 6332                             |                                      | 0                             |
|               |                 |                              | 4.72          | COS class meal                    | 05- 420- 600- 4800- 6340                             |                                      | 0                             |
|               |                 |                              | 88.76         | ERG- Office supplies (DJ/DJ)      | 05- 420- 600- 4800- 6405                             |                                      | 0                             |
|               |                 |                              | -3.07         | Discount                          | 05- 420- 600- 4800- 6405                             |                                      | 0                             |
|               |                 |                              | 49.50         | Meeting Minutes Webinar           | 05- 430- 700- 4800- 6241                             |                                      | 0                             |
|               |                 |                              | 389.43        | Duluth Conf Lodging               | 05- 430- 700- 4800- 6332                             |                                      | 0                             |
|               |                 |                              | 227.44        | MACSSA Conference lodging         | 05- 430- 700- 4800- 6332                             |                                      | 0                             |
|               |                 |                              | 6.94          | COS class meal                    | 05- 430- 700- 4800- 6340                             |                                      | 0                             |
|               |                 |                              | 29.97         | SS- Office Supplies (RP)          | 05- 430- 700- 4800- 6405                             |                                      | 0                             |
|               |                 |                              | 19.98         | ERG- Office Supply (BC/PS)        | 05- 430- 700- 4800- 6405                             |                                      | 0                             |
|               |                 |                              | 17.15         | open house ads                    | 19- 521- 000- 0000- 6230                             |                                      | 0                             |
|               |                 |                              | 29.99         | Adobe Cloud Subscription          | 19- 521- 000- 0000- 6230                             |                                      | 0                             |
|               |                 |                              | 67.65         | critter kit supplies              | 19- 521- 000- 0000- 6400                             |                                      | 0                             |
|               |                 |                              | 312.00        | 120 arrows                        | 19- 522- 000- 0000- 6416                             |                                      | 0                             |
|               |                 |                              | 82.98         | Motorola Radios                   | 19- 522- 000- 0000- 6416                             |                                      | 0                             |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u>  | <u>Vendor Name</u>  | <u>Amount</u> | <u>Description</u>             | <u>Account Number</u>          | <u>Invoice #</u>                | <u>PO #</u>    |          |
|---------------|------------------|---|---------------|--------------------------------|--------------------------------|---------------------------------|----------------|----------|
|               |                  |   |               | <u>OBO#</u>                    | <u>On- Behalf- of- Name</u>    | <u>From Date</u>                | <u>To Date</u> |          |
|               |                  |   | 20.00         | Critter Food                   | 19- 522- 000- 0000- 6416       |                                 | 0              |          |
|               |                  |   | -69.99        | - Return Motorola Radios       | 19- 522- 000- 0000- 6416       |                                 | 0              |          |
|               |                  |   | -68.69        | - Return Midland Radios        | 19- 522- 000- 0000- 6416       |                                 | 0              |          |
|               |                  |   | 61.32         | Chocolate Bars                 | 19- 523- 000- 0000- 6418       |                                 | 0              |          |
|               |                  |   | 62.22         | plastic cups                   | 19- 523- 000- 0000- 6420       |                                 | 0              |          |
|               |                  |   | 69.99         | vacuum for dining hall         | 19- 524- 000- 0000- 6422       |                                 | 0              |          |
|               |                  |   | 68.69         | Midland Radios                 | 19- 524- 000- 0000- 6422       |                                 | 0              |          |
|               |                  |   | 234.08        | Hotel/Lead Classes Chanhassen  | 01- 043- 000- 0000- 6332       | 10/11- 10/12                    | 0              |          |
|               |                  |   | 34.20         | Meals/Lead Classes Chanhassen  | 01- 043- 000- 0000- 6340       | 10/11- 10/12                    | 0              |          |
|               |                  |   | 94.25         | Hotel/SWAA Conference          | 01- 391- 000- 0000- 6332       | 9/28/17                         | 0              |          |
|               |                  |   | 153.13        | Hotel/Training                 | 01- 200- 003- 0000- 6332       | Card 4                          | 0              |          |
|               |                  |   | 233.45        | Hotel/K- 9 Training- G.Payment | 01- 200- 019- 0000- 6332       | Card 4                          | 0              |          |
|               |                  |   | 38.10         | Meals/K- 9 Training- G.Payment | 01- 200- 019- 0000- 6340       | Card 4                          | 0              |          |
|               |                  |   | 33.05         |                                | 01- 200- 019- 0000- 6409       | Card 4                          | 0              |          |
|               | <b>Warrant #</b> | <b>2372</b>   | <b>Total</b>  | <b>3,496.23</b>                | <b>Date 10/19/17</b>           |                                 |                |          |
| 2373          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                |                                |                                 |                |          |
|               | <b>Warrant #</b> | <b>2373</b>   | <b>Total</b>  | <b>1,576.00</b>                | <b>16- 0- 043000 NSF Per 2</b> | <b>13- 943- 000- 0000- 2001</b> | <b>Aust</b>    | <b>0</b> |
|               |                  |   |               | <b>1,576.00</b>                | <b>Date 10/19/17</b>           |                                 |                |          |
| 2382          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                |                                |                                 |                |          |
|               | <b>Warrant #</b> | <b>2382</b>   | <b>Total</b>  | <b>1,012,612.76</b>            | <b>State General Tax</b>       | <b>09- 000- 000- 0000- 2058</b> |                | <b>0</b> |
|               |                  |   |               | <b>1,012,612.76</b>            | <b>Date 10/20/17</b>           |                                 |                |          |
| 2383          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                |                                |                                 |                |          |
|               | <b>Warrant #</b> | <b>2383</b>   | <b>Total</b>  | <b>336.00</b>                  | <b>11- 1- 112100 NSF Per 3</b> | <b>13- 943- 000- 0000- 2001</b> | <b>Kimball</b> | <b>0</b> |
|               |                  |   |               | <b>336.00</b>                  | <b>Date 10/23/17</b>           |                                 |                |          |
| 2384          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431 |               |                                |                                |                                 |                |          |
|               |                  |   |               | <b>800.70</b>                  | <b>Participant Fees</b>        | <b>01- 044- 904- 0000- 6231</b> | <b>1205497</b> | <b>0</b> |

# Aitkin County

## WARRANT REGISTER



Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u>  | <u>Vendor Name</u>  | <u>Amount</u> | <u>Description</u>            | <u>Account Number</u>    | <u>Invoice #</u> | <u>PO #</u> |
|---------------|------------------|---|---------------|-------------------------------|--------------------------|------------------|-------------|
|               | <u>Warrant #</u> | <u>Total</u>  | <u>OBO#</u>   | <u>On- Behalf- of- Name</u>   | <u>From Date</u>         | <u>To Date</u>   |             |
|               | 2384             |   | 800.70        | Date 10/24/17                 |                          |                  |             |
| 2385          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431   |               |                               |                          |                  |             |
|               |                  |   | 237.50        | Dep Care FSA Claims           | 01-044-904-0000-6360     | 38525239         | 0           |
|               |                  |   | 1,474.05      | Med FSA Claims                | 01-044-904-0000-6360     | 38525239         | 0           |
|               |                  |   | 1,711.55      | Date 10/25/17                 |                          |                  |             |
|               | 2385             |   |               |                               |                          |                  |             |
| 2386          | 8410             | Bremer Bank<br>101 MINNESOTA AVENUE NORTH<br>AITKIN, MN 56431   |               |                               |                          |                  |             |
|               |                  |   | 634.00        | 29- 1- 388100,002 NSF per 3   | 13- 943- 000- 0000- 2001 | White            | 0           |
|               |                  |   | 634.00        | Date 10/30/17                 |                          |                  |             |
|               | 2386             |   |               |                               |                          |                  |             |
| 44889         | 14660            | Ferguson Brothers Excavating<br>2050 County Rd 82 NW<br>Alexandria, MN 56308                          |               |                               |                          |                  |             |
|               |                  |   | 44,856.86     | GRAVEL PAYMENT                | 03- 303- 000- 0000- 6519 | 20174            | 0           |
|               |                  |   | 44,856.86     | Date 10/10/17                 |                          |                  |             |
|               | 44889            |   |               |                               |                          |                  |             |
| 44890         | 13228            | Hardrives, Inc.<br>14475 Quiram Drive<br>Rogers, MN 55374- 9461                                       |               |                               |                          |                  |             |
|               |                  |   | 5,527.05      | Contract Payment              | 03- 307- 000- 0000- 6262 | 20172            | 0           |
|               |                  |   | 5,527.05      | Date 10/13/17                 |                          |                  |             |
|               | 44890            |   |               |                               |                          |                  |             |
| 44891         | 12514            | Greater Minnesota Parks & Trails<br>Tom Salkowski, Treasurer<br>401 First Ave NW<br>Buffalo, MN 55313 |               |                               |                          |                  |             |
|               |                  |   | 20.00         | Annual Meeting Fee- C.Johnson | 21- 520- 000- 0000- 6208 |                  | 0           |
|               |                  |   | 20.00         | Date 11/17/17                 |                          |                  |             |
|               | 44891            |   |               |                               |                          |                  |             |
| 44892         | 13713            | Young Excavating<br>PO Box 400<br>Hackensack, MN 56452  |               |                               |                          |                  |             |
|               |                  |   | 215,379.31    | Contract Payment              | 03- 307- 000- 0000- 6262 | 20173            | 0           |
|               |                  |   | 215,379.31    | Date 11/18/17                 |                          |                  |             |
|               | 44892            |   |               |                               |                          |                  |             |

# Aitkin County

## WARRANT REGISTER



### Manual Warrants

| <u>Warr #</u> | <u>Vendor #</u> | <u>Vendor Name</u>   | <u>Amount</u> | <u>Description</u><br><u>OBO#</u>   | <u>Account Number</u><br><u>On- Behalf- of- Name</u> | <u>Invoice #</u><br><u>From Date</u> | <u>PO #</u><br><u>To Date</u> |
|---------------|-----------------|--|---------------|---|--|--------------------------------------|-------------------------------|
| 44893         | 12194           | BWSR<br>Board of Water & Soil Resources<br>520 Lafayette Road N<br>St Paul, MN 55155 |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 44893</b>   | <b>Total</b>  | 135.00 BWSR Reg Fee- Sovde<br>135.00 Date 10/20/17  | 01- 122- 000- 0000- 6208                             |                                      | 0                             |
| 44894         | 13722           | Neo Funds by Neopost<br>PO BOX 30193<br>Tampa, FL 33630- 3193                        |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 44894</b>   | <b>Total</b>  | 4,000.00 Postage<br>4,000.00 Date 10/20/17  | 01- 044- 048- 0000- 6205                             |                                      | 0                             |
| 44895         | 111             | Aitkin Co Soil & Water<br>130 SOUTHGATE DRIVE<br>AITKIN, MN 56431                    |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 44895</b>   | <b>Total</b>  | 8,310.00 1/4 WCA Grant<br>13,888.00 Water Plan Funds<br>22,198.00 Date 10/25/17                 | 01- 600- 552- 0000- 5397<br>01- 600- 552- 0000- 5397 |                                      | 0<br>0                        |
| 44896         | 8352            | Central Specialties, Inc.<br>6325 CO. RD. 87 SW<br>ALEXANDRIA, MN 56308              |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 44896</b>   | <b>Total</b>  | 117,132.94 Final Contract Payment<br>117,132.94 Date 10/25/17                                   | 03- 307- 000- 0000- 6262                             | 20152                                | 0                             |
| 44897         | 14714           | Carroll/William<br>301 4th St SE<br>Aitkin, MN 56431                                 |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 44897</b>   | <b>Total</b>  | 89.85 Latirete Spectralock- Shower<br>309.90 Waterproofing membrane kit<br>399.75 Date 10/27/17 | 01- 252- 000- 0000- 6590<br>01- 252- 000- 0000- 6590 | 7727<br>7830                         | 0<br>0                        |
| 71968         | 10895           | Westerlund/Laurie Ann<br>30517 270TH LANE<br>AITKIN, MN 56431                        |               |   |  |                                      |                               |
|               |                 | <b>Warrant # 71968</b>   | <b>Total</b>  | -50.00 - Dovetail Partners regist<br>50.00- Date 10/10/17                                       | 01- 001- 000- 0000- 6241                             | Reg.canceled                         | 0                             |
| 72529         | 12194           | BWSR   |               |   |  |                                      |                               |

DKB1  
11/01/2017

1:15PM

# Aitkin County

## WARRANT REGISTER



### Manual Warrants

| <u>Warr #</u>         | <u>Vendor #</u>  | <u>Vendor Name</u>   | <u>Amount</u>       | <u>Description</u><br><u>OBO#</u>                                | <u>Account Number</u><br><u>On- Behalf- of- Name</u> | <u>Invoice #</u><br><u>From Date</u> | <u>PO #</u><br><u>To Date</u> |
|-----------------------|------------------|--|---------------------|--|--|--------------------------------------|-------------------------------|
|                       |                  | Board of Water & Soil Resources<br>520 Lafayette Road N<br>St Paul, MN 55155           |                     |  |  |                                      |                               |
|                       | <b>Warrant #</b> | <b>72529</b>   | <b>Total</b>        | -180.00 - 2017 BWSR Reg Fee<br>180.00- Date 10/23/17             | 01- 122- 000- 0000- 6208                             | P. Gansen                            | 0                             |
| 107283                | 13934            | Tire Barn<br>10 MARYHILL LN<br>AITKIN, MN 56431  |                     |  |  |                                      |                               |
|                       | <b>Warrant #</b> | <b>107283</b>  | <b>Total</b>        | -572.40 - MH Flex- Car repairs<br>572.40- Date 10/2/17           | 05- 430- 700- 4800- 6810                             | wrong amount                         | 0                             |
| 107725                | 14635            | East Central Regional Juvenile Center<br>2100 3rd Ave Ste 314<br>Anoka, MN 55303- 5029 |                     |  |  |                                      |                               |
|                       | <b>Warrant #</b> | <b>107725</b>  | <b>Total</b>        | -2,450.00 - 10 DAYS CORRECTIONS FACIL<br>2,450.00- Date 10/19/17 | 05- 430- 710- 3850- 6057                             | wrong vendor                         | 0                             |
| <b>Final Total...</b> |                  |  | <b>1,514,997.99</b> | <b>185</b>   | <b>Transactions</b>                                  |                                      |                               |

# Aitkin County



Warr # Vendor #

RECAP BY FUND

| <u>FUND</u> | <u>AMOUNT</u> | <u>NAME</u>                   |
|-------------|---------------|-------------------------------|
| 1           | 37,836.80     | General Fund                  |
| 3           | 382,896.16    | Road & Bridge                 |
| 5           | 865.57        | Health & Human Services       |
| 9           | 1,082,757.01  | State                         |
| 10          | 4,345.46      | Trust                         |
| 13          | 4,750.94      | Taxes & Penalties             |
| 19          | 1,511.05      | Long Lake Conservation Center |
| 21          | 35.00         | Parks                         |
|             | 1,514,997.99  | TOTAL                         |



# Board of County Commissioners Agenda Request

2 F 1  
Agenda Item #

Requested Meeting Date: 11/14/2017

Title of Item: STS Donation

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

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

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

**Summary of Issue:**

The Evangelical Lutheran Church of Beaver has made a generous donation of \$100 to the Aitkin County STS program.

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

**Recommended Action/Motion:**  
Accept donation.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

2F2  
Agenda Item #

Requested Meeting Date: 11/14/2017

Title of Item: STS Donation

|  |  |   |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA            | <b>Action Requested:</b>                                 | <input type="checkbox"/> Direction Requested  |
| <input checked="" type="checkbox"/> CONSENT AGENDA | <input checked="" type="checkbox"/> Approve/Deny Motion  | <input type="checkbox"/> Discussion Item      |
| <input type="checkbox"/> INFORMATION ONLY          | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing* |

*\*provide copy of hearing notice that was published*

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

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

**Summary of Issue:**

The Cedar Lake Norwegian Lutheran Church has made a generous donation of \$50 to the Aitkin County STS program.  
Malmo Township has made a generous donation of \$200 to the Aitkin County STS program.

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

**Recommended Action/Motion:**  
Accept donation

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

26  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** LG230 Off-Site Gambling - Minnewawa Sportsmen's Club

|  |  |   |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA<br><input checked="" type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY   | <b>Action Requested:</b><br><input type="checkbox"/> Approve/Deny Motion<br><input checked="" type="checkbox"/> Adopt Resolution (attach draft)<br><small>*provide copy of hearing notice that was published</small> | <input type="checkbox"/> Direction Requested<br><input type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Sally M. Huhta   |  | <b>Department:</b><br>Auditor's   |
| <b>Presenter (Name and Title):</b>   |  | <b>Estimated Time Needed:</b><br>N/A  |
| <b>Summary of Issue:</b><br><br>Please adopt the following resolution:<br><br>BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Minnewawa Sportsmen's Club at the following location – North of McGregor, MN on Hwy 65 and 5 miles East on Goshawk St. on Lake Minnewawa, McGregor, MN 56431– Shamrock Township. (Note: Date of activity for Raffle – February 10, 2018) |  |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b>  |  |   |
| <b>Recommended Action/Motion:</b><br><br>Adopt Resolution  |  |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$<br>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>   |  |   |



# Board of County Commissioners Agenda Request

24  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Fire Protection Contract with Ball Bluff

|  |  |   |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA<br><input checked="" type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY   | <b>Action Requested:</b><br><input checked="" type="checkbox"/> Approve/Deny Motion<br><input type="checkbox"/> Adopt Resolution (attach draft)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested<br><input type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Kirk Peysar, County Auditor  |  | <b>Department:</b><br>County Auditor  |
| <b>Presenter (Name and Title):</b><br>Kirk Peysar, County Auditor  |  | <b>Estimated Time Needed:</b><br>n/a  |
| <b>Summary of Issue:</b><br><br>Approve and authorize signatures to the 2018 Fire Protection Contract for the Unorganized Towns of 51-22, 52-22, and 52-24 with Ball Bluff Township/Jacobson Volunteer Fire Department.  |  |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b><br><br>  |  |   |
| <b>Recommended Action/Motion:</b><br>Approve and authorize signatures to the contract with Ball Bluff Township for 2018  |  |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$ as attached<br>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> |  |   |

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

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

November 6, 2017

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2018 Fire Protection contract with Ball Bluff Township

Ball Bluff Township has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 51-22 \$149.84; 52-22 \$12,043.00; and 52-24 \$1,369.29.

Request to authorize signatures to the 2018 Fire Protection contract with Ball Bluff Township for the unorganized townships.

**Jacobson Volunteer Fire Department  
Fiduciary Agent: Ball Bluff Township  
Fire Protection Agreement  
with Aitkin County Fiduciary Agent for:  
Unorg. Townships: 51-22, 52-22, 52-24  
Effective January 1, 2018**

This agreement made and entered into by and between the Jacobson Volunteer Fire Department, in the Township of Ball Bluff, in the County of Aitkin in the State of Minnesota and the Townships of 51-22, 52-22, 52-24, a township of the County of Aitkin in the State of Minnesota.

**WHEREAS**, the Townships of 51-22, 52-22, 52-24 desires the services of the Jacobson Volunteer Fire Department in case of fires occurring in 51-22, 52-22, 52-24 Townships as well as the emergency medical services of the Jacobson Volunteer Fire Department 1st Responders in case of a medical emergency, and

**WHEREAS**, the Township of Ball Bluff maintains a volunteer fire department with emergency medical response capability, which department is available to provide fire protection and emergency medical response services to properties located in the Townships of 51-22, 52-22, 52-24, and

**THEREFORE**, it is agreed by and between said parties as follows:

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from **January 1, 2018 through December 31, 2018** with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. **The portions are as follows 51-22 \$149.84, 52-22 \$12,043.00, 52-24 \$1,369.29, which will provide coverage from January 1, 2018 to December 31, 2018.** Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198<sup>th</sup> Ave., Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
  - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
  - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

- c. In the event a fire call is answered by the Jacobson Volunteer Fire Department, but before the fire in question is extinguished, the fire fighting equipment or volunteer firemen, or both are needed to fight another fire in the Jacobson Fire Departments fire district to protect property in the Jacobson Fire Departments fire district from a fire, the Chief or his Assistant Chief or Captains without liability therefore to any person or to the Jacobson Volunteer Fire Department or Township of Ball Bluff under this agreement, may in their judgment recall the fire equipment and firemen to another emergency for the purpose of fighting the fire in the fire district. The judgment of the Fire Chief, Assistant Chief or Captains shall be final and no person or party shall have recourse against the Townships or fire department for any damages or losses resulting from such action or decision.
- d. The first Responder's protocols for medical response units receiving medical direction from Med-1 Ambulance Service Inc., Minnesota Emergency Medical Services Regulatory Board, Minnesota Statutes 144E.27 subd. 5: The 1st responders from the Jacobson area and of the Jacobson Volunteer Fire Department responds in the geographical are licensed to Med-1 Inc. and their mutual aid area.
4. The parties acknowledge the fact that the Jacobson Volunteer Fire Department may enter into similar contracts with other townships, and acknowledge that the Jacobson Volunteer Fire Department has entered into mutual aid contracts with other Fire Departments in other municipalities, and that a fire call under any such contract preceding a call in the Township could be a valid and reasonable basis for the decision of the Fire Chief, Assistant Chief or Captains in refusing to answer a fire call in the Township.
5. Because the Jacobson Volunteer Fire Department has heretofore entered into mutual assistance fire fighting agreements with other municipalities possessing fire fighting equipment and firemen, which equipment and firemen could be called by the Chief, Assistant Chief or Captains to a fire in the Township, the Township agrees to pay such additional cost as may be incurred thereby if the sole judgment of the Chief, or his Assistant Chief or Captains, such additional fire fighting equipment and firemen are needed to fight a fire in the Township and are in fact called to such fire by the Chief, or his Assistant Chief or Captains.
6. Ball Bluff Township shall appoint one person from its board to sit on the Jacobson Volunteer Fire Department Budget Committee to assist in preparing the following year's fire department budget and attend their monthly fire department meetings.
7. Townships contracted with the Jacobson Volunteer Fire Department is invited to send representatives to the Jacobson Volunteer Fire Department meetings and Ball Bluff Township meetings. The Jacobson Volunteer Fire Department business meeting is held the first Thursday of each month. The Township of Ball Bluff meets the second Tuesday of each month.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 12<sup>th</sup> day of October, 2017.

Township of **Ball Bluff Township**

by Steve J. Saari  
Chairman

Attest: Tommy Swing  
Township Clerk

by Dee Kelly  
Fire Chief

Township of **Unorganized 51-22, 52-22, 52-24**

by \_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Township Clerk



# Board of County Commissioners Agenda Request

2 I  
Agenda Item #

**Requested Meeting Date:** 11/14/2017

**Title of Item:** Application for grant-in-aid ATV trail maintenance funds

|  |                          |   |  |
|--|--------------------------|---|--|
| <input type="checkbox"/> REGULAR AGENDA            | <b>Action Requested:</b> | <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*<br><i>*provide copy of hearing notice that was published</i> |

|   |                                       |
|---|---------------------------------------|
| <b>Submitted by:</b><br>Land Commissioner | <b>Department:</b><br>Land Department |
|---|---------------------------------------|

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

**Summary of Issue:**

The attached resolution is required to apply for 2018 State grant-in-aid maintenance funds for the Northwoods ATV trail.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

By Commissioner: xx

20171114-0xx

**All-Terrain Vehicle Trail Funding**

**WHEREAS**, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

**WHEREAS**, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

**WHEREAS**, Clubs wish to contract with the County for maintaining these trails, and

**WHEREAS**, these trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County.

**NOW THEREFORE, BE IT RESOLVED**, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.

**BE IT FURTHER RESOLVED**, that the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

25  
Agenda Item #

**Requested Meeting Date:** 11/14/2017

**Title of Item:** Repurchase of tax forfeit land application - Maudal

|  |  |   |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA<br><input checked="" type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY   | <b>Action Requested:</b><br><input type="checkbox"/> Approve/Deny Motion<br><input checked="" type="checkbox"/> Adopt Resolution (attach draft)<br><small>*provide copy of hearing notice that was published</small> | <input type="checkbox"/> Direction Requested<br><input type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Land Commissioner  |  | <b>Department:</b><br>Land Department   |
| <b>Presenter (Name and Title):</b><br>Mark Jacobs  |  | <b>Estimated Time Needed:</b><br>n/a  |
| <b>Summary of Issue:</b><br><br>At the 10/24/17 meeting there was a discussion regarding allowing Mark Maudal of McGregor to repurchase County tax forfeit land (Rodenberg Plat McGregor Lot 11/12 Blk 4) on terms. The attached resolution reflects the outcome of the discussion and has been reviewed by the County Attorney. |  |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b>  |  |   |
| <b>Recommended Action/Motion:</b><br>Mr. Maudal has submitted the required fees - recommend approval.  |  |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$<br>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>                                     |  |   |

By Commissioner: xx

20171114-0xx

**Repurchase of Tax-Forfeited Land - Maudal**

Whereas, Mark Maudal, 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:

Rodenberg Plat in Town of McGregor Lots 11 and 12 Blk 4

**And WHEREAS**, said applicant has set forth in his application, that

- a) *Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:* Haven't been able to find anywhere to live. I thought I was paying confession of judgment, but I wasn't.
- b) *That the repurchase of said land by me will promote and best serve the public interest, because:* I am going to get my taxes back up to date within 1 year and I will continue to keep my taxes and utilities current.

**And WHEREAS**, this board is of the opinion that said application should be granted a contract for repurchase for such reasons with the following conditions,

Total repurchase costs are: \$8,059.74 until November 1, 2017 at which time additional fees and interest will occur. Down payment paid on the repurchase amount was \$2,400.00 leaving a balance of \$5,659.74. The balance of the costs, will be paid with a monthly payment of \$500.00 until paid in full. Each payment will go to interest first and then to principal. Interest will be computed on the unpaid balance at the state rate of 10% simple interest. First payment will be due on November 30<sup>th</sup>, 2017. Payments will be due on the 30<sup>th</sup> of each month until amount is paid in full. Prepayment is allowed on the contract with no penalty.

Mr. Maudal is responsible for paying each year's real estate taxes when they become due. No special assessments (unpaid utilities with the city) can occur during this period. If during the period of this contract, any of the before mentioned items happen or payments are not made when due, the forfeiture will be enforced. Notification of the reinstatement of the forfeiture will happen upon a 30 day notice on the subject property and/or mailed to the landowner. The property will be promptly vacated, but in no case later than 11:59 a.m. on the 31<sup>st</sup> day after the posting or mailing of the notice.

Mr. Maudal is not entitled to any refund of any amounts paid towards the repurchase costs in the event of a default on the contract to repurchase. The forfeiture will be enforced unless Mr. Maudal pays the entire outstanding repurchase balance before the 30<sup>th</sup> day.

Mr. Maudal will also be required to carry a liability policy on this property during the term of this contract with Aitkin County listed as an additional insured. This liability policy must be equal or greater than the County's statutory liability caps. The Aitkin County Land Department will be provided with a copy of the binder on the policy along with a copy of the paid receipt. This will be due effective the date of the agreement on this repurchase contract. Coverage verification will be due to the County by November 7<sup>th</sup>, 2017. If the liability insurance is not received on this property, Mr. Maudal will be considered in violation of the contract to repurchase.

Mr. Maudal will not be receiving the deed in his name until the contract for repurchase is paid in full.

**NOW THEREFORE BE IT RESOLVED**, that the application of Mark Maudal for the purchase of the above described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby

authorized, and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended upon the completion of the contract for repurchase.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of November 2017**

---

Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

2K  
Agenda Item #

Requested Meeting Date:

Title of Item: License Center rental agreement

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

**Action Requested:**

- Approve/Deny Motion
- Adopt Resolution (attach draft)

Direction Requested

Discussion Item

Hold Public Hearing\*

*\*provide copy of hearing notice that was published*

**Submitted by:**

Kirk Peysar, County Auditor

**Department:**

County Auditor

**Presenter (Name and Title):**

Kirk Peysar, County Auditor

**Estimated Time Needed:**

n/a

**Summary of Issue:**

Approve and authorize signatures to the rental contract with Patrick and Maryann Holder.

Please note Article I was amended to allow for a 90 day early termination notice in the event the license center moves to the new courthouse addition prior to the end of the lease period of December 31, 2021.

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

**Recommended Action/Motion:**

Approve and authorize signatures to the renewal contracts

**Financial Impact:**

Is there a cost associated with this request?

Yes

No

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

Is this budgeted?

Yes

No

Please Explain:

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

November 7, 2017

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: Lease agreement for License Center

The County leases approximately 800 square feet of space from Patrick and Maryann Holder for the operations of the license center. The term of the lease is for five years at a monthly rate of \$825 which includes utilities except telephone.

Please note the lease language was amended with permission of Patrick and Maryann Holder to include a written 90 day termination notice in the event of the license center moving to the courthouse expansion addition.

I am requesting authorization from the County Board to sign the agreement with the Holder's.

## LEASE AGREEMENT

THIS LEASE AGREEMENT, entered into this \_\_\_\_ day of October, 2017 and made effective January 1, 2017, by and between **Patrick L. Holder and Maryann K. Holder, as Trustees of the Maryann K. Holder Revocable Trust under Agreement dated June 16, 2009**, hereinafter referred to as "Landlord", and Aitkin County License Center, hereinafter referred to as "Tenant."

### WITNESSETH:

Landlord hereby demises and leases to the Tenant, and Tenant hereby hires from the Landlord, the premises situated in the City of Aitkin, County of Aitkin, and State of Minnesota, located at 2 Second Street NW, containing approximately 800 square feet, hereinafter referred to as the "Premises."

### ARTICLE I. INITIAL TERM; POSSIBLE EARLY TERMINATION

The initial term of this lease shall be for five (5) years from January 1, 2017 through December 31, 2021, provided, however, that either party may terminate this lease prior to the end of the initial term by providing the other party with not less than 90 days prior written notice of such early termination.

### ARTICLE II. RENT

Rent shall be in the amount of \$9,900.00 per year, payable in monthly installments of \$825.00 each to Landlord, payable by Tenant in advance on or before the 1<sup>st</sup> day of each month commencing January 1, 2017 and continuing on the 1<sup>st</sup> of each month thereafter until December 31, 2021 (or such possible early termination date as provided in Article I above) at 28248 Pinewood Place, Aitkin, Minnesota 56431 or at such other place designated by Landlord, without prior demand therefore, and without any deduction or set-off whatsoever.

ARTICLE III.  
INSURANCE

3.1. Tenant agrees to procure and maintain a policy or policies of insurance, at its own cost and expense, insuring Landlord and Tenant from all claims, demands or actions, for injury or death of any one person in an amount of not less than \$1,000,000.00 and for injury to or death of more than one person in any one accident to the limit of \$1,000,000.00 and for damage to property in an amount of not less than \$ 2,000,000.00 made by or on behalf of any person or persons, firm, corporation or other entity arising from, related to or connected with, the conduct and operation of Tenant's business in or on the leased Premises. Said insurance shall not be subject to cancellation except after at least thirty (30) days prior written notice to Landlord. The policy or policies, or duly executed certificate or certificates for the same, naming Landlord as additional insured, together with satisfactory evidence of the payment of premium thereon, shall be deposited with Landlord at the commencement of the term and renewals thereof not less than thirty (30) days prior to the expiration of the term of such coverage. If Tenant fails to comply with such requirement, Landlord may obtain such insurance and keep the same in effect, and Tenant shall pay Landlord the premium cost thereof upon demand.

3.2. Tenant will, at its sole cost, carry state required workers compensation for its employees, in addition to the other insurance required hereunder or by law. All insurance shall be placed with an insurance company satisfactory to Landlord.

ARTICLE IV.  
USE OF PREMISES

Tenant accepts the Premises "AS IS" and acknowledges that Tenant has inspected the Premises prior to taking possession. The leased Premises may be used and occupied for the operation of a license center. Tenant shall promptly comply with all the laws, ordinances and

regulations affecting the leased Premises and promulgated by duly constituted governmental authority and including insurance company requirements affecting the cleanliness, safety, use and occupation of the leased Premises.

#### ARTICLE V. EXTERIOR SIGNAGE

Tenant shall not erect any exterior signage without first obtaining Landlord's approval. Further, all of Tenant's exterior signage must be in compliance with all applicable City of Aitkin Ordinances.

#### ARTICLE VI. INSTALLATIONS AND ALTERATIONS

6.1. Tenant, at its expense, during the term of this lease may make such non-structural alterations to the interior of the Premises as it deems appropriate; provided that all such alterations shall be completed in a good and workmanlike manner and shall not impair the structural soundness or integrity of the Premises. Tenant shall make no additions or alterations whatsoever to the exterior of the Premises and no structural changes whatsoever within the Premises without the prior written consent of the Landlord. All alterations and modifications are to be made in conformity with all local, state and Federal codes, laws, rules, regulations and ordinances.

6.2. Tenant may install in or upon the Premises and remove therefrom such trade fixtures as it may deem necessary or appropriate to its business operations; provided that the removal of such trade fixtures shall cause no material damage to the Premises. Any damage which may be caused to the Premises by the removal of any of Tenant's trade fixtures shall be repaired by Tenant at its expense forthwith upon the removal of any such trade fixtures.

6.3. Tenant shall not permit any mechanic's, laborer's or materialman's liens to be or remain filed against the Premises for any labor or material furnished to the Premises or to Tenant or claimed to have been furnished to the Premises or to Tenant in connection with work of any character performed or claimed to have been performed on the Premises by or at the

direction of Tenant and shall hold Landlord and the Premises harmless therefrom. Tenant agrees to pay all sums of money in respect to any labor, services, materials, supplies or equipment furnished or alleged to have been furnished to Tenant in, at or about the Premises, or furnished to Tenant's agents, employees, contractors, or subcontractors, which may be secured by any mechanics, materials men, suppliers or other type of lien against the Premises or the Landlord's interest therein. In the event any such or similar lien shall be filed, Tenant shall within twenty-four (24) hours of receipt thereof, give notice to the Landlord of such lien and Tenant shall within ten (10) days after receiving notice of the filing of the lien, discharge such lien, or provide Landlord with a bond or other security acceptable to Landlord in an amount equal to one hundred twenty-five percent (125%) of the lien. Failure of Tenant to discharge the lien or provide acceptable security therefor shall constitute a default under this lease and in addition to any other right or remedy of Landlord, Landlord may, but shall not be obligated to, discharge the same of record by paying the amount claimed to be due, and the amount so paid by Landlord and all costs and expenses incurred by Landlord therewith, including reasonable attorney's fees shall be due and payable by Tenant to Landlord.

#### ARTICLE VII. INDEMNITY

Tenant agrees to indemnify and save Landlord harmless against any and all claims, demands, damages, costs and expenses, including, but not limited to, reasonable attorney's fees for the defense thereof, arising from the conduct of or management of the business conducted by Tenant in the leased Premises or from any breach or default on the part of Tenant in the performance of any covenant or agreement on the part of Tenant to be performed pursuant to the terms of this lease, or from any act or negligence of Tenant, its agents, contractors, servants, employees, sublessees, concessionaires or licensees, in or about the leased Premises and the sidewalks adjoining the same. In case of any action or proceeding brought against Landlord by reason of any such claim, upon notice from Landlord, Tenant covenants to defend such action or proceeding by counsel reasonably satisfactory to Landlord. Landlord shall not be liable to

Tenant, its business, invitees, employees, or other persons, and Tenant waives all claims against Landlord for damage to person or property sustained by Tenant or Tenant's employees, agents, servants, invitees and customers in, on or about the leased Premises or any equipment or appurtenances thereto appertaining becoming out of repair, or resulting from any accident in or about the leased Premises. This shall apply especially, but not exclusively, to the flooding of the leased Premises, and to damages caused by sprinkling devices, air conditioning apparatus, water, snow, frost, steam, gas, excessive heat or cold, falling plaster, broken glass, sewage, odors or noise, or the bursting or leaking of pipes or plumbing fixtures. All property belonging to Tenant or any occupant of the leased Premises shall be there at the risk of Tenant, and Landlord shall not be liable for damage thereto or theft or misappropriation thereof.

Landlord hereby waives and releases all claims, liabilities and causes of action against Tenant and its agents, assigns, servants and employees for loss or damage to, or destruction of, the buildings and other improvements situated on the Premises resulting from fire, explosion or other perils includable in All Risk coverage insurance, caused by the negligence of any of said persons. Landlord or Tenant agree to obtain this waiver from its insurer, and if additional premium is charged, Tenant shall be required to pay the same to keep this waiver in force. Tenant hereby waives and releases all claims, liabilities and causes of action against Landlord and its agents, servants and other employees for loss or damage to, or destruction of, any of the improvements, fixtures, equipment, supplies, merchandise and other property, whether that of Tenant or of others in, upon or about the leased Premises resulting from fire, explosion or the other perils includable in All Risk coverage insurance, caused by the negligence of Landlord. Tenant agrees to obtain this waiver from its insurer.

In no event shall Landlord be obligated to incur expenses in restoring the Premises in excess of insurance proceeds received by Landlord for any restoration or in the event of any damage to the Premises by fire, flood, the elements or any other casualty if the Premises are insured under a Landlord Policy.

In no event, in the case of any such destruction to the Premises, shall Landlord be required to repair or replace Tenant's equipment, stock and trade, leasehold improvements, fixtures, furnishings, floor coverings or inventory.

ARTICLE VIII.  
ASSIGNMENT AND SUBLETTING

8.1. Tenant may not assign or in any manner transfer this lease or any interest therein, or sublet said Premises or any part or parts thereof, without the prior written approval of the Landlord.

8.2. Neither this Lease nor any interest therein, nor any estate thereby created, shall pass to any trustees or receiver in bankruptcy, or any assignee for the benefit of creditors, or by operation of law.

8.3 In the event of any such assignment or subletting, Tenant shall nevertheless at all times remain fully responsible and liable for the payment of rent and the performance and observance of all of Tenant's other obligations under the terms, conditions and covenants of this lease.

ARTICLE IX.  
CONSENT NOT UNREASONABLY WITHHELD

Landlord agrees that whenever under this lease provision is made for Tenant securing the written consent of Landlord, such written consent shall not be unreasonably withheld.

ARTICLE X.  
DEFAULT

Default on the part of the Tenant in paying the rentals herein set out or in keeping or performing any term or condition hereunder shall authorize Landlord, at its option, to (a) declare this lease in default and, at Landlord's sole discretion, terminate the lease immediately without notice, and Tenant specifically waives any other demand or notice or (b) immediately re-enter the Premises, without terminating this Lease, and take possession of all personal

property therein found without legal process; also, upon such default, all rentals due hereunder for the balance of the term of the lease shall become immediately due and payable, but Tenant shall remain obligated to keep and perform each other term and condition other than the payment of rentals and continued occupancy, and shall be liable for additional damages for failure to keep any such other term and condition.

In the event of any default or breach of any condition of this lease by Tenant, Landlord, in addition to having any other rights or remedies to which it is entitled, shall have the immediate right of re-entry and may remove any and all persons and property from the leased Premises and any such property may be removed or relocated and/or stored in any facility or public warehouse chosen by Landlord, including its own, at the cost of, and for the account of Tenant, all without service of notice or resort to legal process and without being deemed guilty of trespass, or being liable for any loss or damage which may be occasioned thereby.

#### ARTICLE XI. ACCESS TO PREMISES

Landlord shall have the right to enter upon the Premises at all reasonable hours for the purpose of inspecting the Premises and for the purpose of showing prospective tenants, making repairs, additions or alterations thereto; provided, that such entry shall not unreasonably interfere with the conduct of the Tenant's business.

#### ARTICLE XII. SURRENDER OF POSSESSION

Upon termination of the lease, by expiration of term, or otherwise, Tenant shall redeliver to Landlord the Premises in good order and condition, cleared of all goods and equipment belonging to Tenant and broom clean and shall make good all damages to the Premises, ordinary wear and tear excepted, and shall remain liable for holdover rent until the Premises shall be returned in such order to Landlord.

ARTICLE XIII.  
NOTICES

Whenever under this lease a provision is made for notice of any kind, such notice and the service thereof shall be deemed sufficient if such notice to Tenant is in writing addressed to Tenant at the address provided to Landlord and is sent by standard U.S. mail, with postage prepaid and if such notice to Landlord is in writing addressed to Landlord at 28248 Pinewood Place, Aitkin, Minnesota 56431 and is sent by standard U.S. mail, with postage prepaid. Either party may by notice to the other party change the address at which it wishes to receive any notice given under this lease.

ARTICLE XIV.  
EMINENT DOMAIN

14.1 If the whole or any part of the Premises shall be taken under power of eminent domain, this lease shall terminate as to the part so taken on the date of taking ("Taking Date"). Tenant is required to yield possession thereof to the condemning authority. Landlord shall make such repairs and alterations as may be necessary in order to restore the part not taken to useful condition. Effective with the Taking Date the Rent shall be reduced in proportion to the amount of the Premises so taken. If the amount of the Premises so taken substantially impairs the usefulness of the Premises for the use permitted, either party may, by notice to the other delivered at least sixty (60) days prior to the Taking Date, terminate this lease as of the Taking Date.

14.2 The term "eminent domain" shall include the exercise of any similar governmental power and any purchase or other acquisition in lieu of condemnation. All compensation awarded for taking of the fee and the leasehold shall belong to and be the property of Landlord, provided, however, that Landlord shall not be entitled to any award made to Tenant for relocation or moving expenses.

ARTICLE XV.  
ESTOPPEL, SUBORDINATION, NON-DISTURBANCE  
AND ATTORNMENT

15.1 Landlord hereby warrants that it and no other person or corporation has the right to lease the Premises hereby demised. So long as Tenant shall perform each and every covenant to be performed by Tenant hereunder, Tenant shall have peaceful and quiet use and possession of the Premises without hindrance on the part of Landlord, and Landlord shall warrant and defend Tenant in such peaceful and quiet use and possession under Landlord. Tenant's rights under this lease are and shall always be subordinate to the operation and effect of any mortgage, deed of trust, ground lease or other security instrument now or hereafter placed upon the Premises, or any part or parts thereof by Landlord. This clause shall be self-operative, and no further instrument of subordination shall be required. However, in confirmation thereof, Tenant may be required to execute an instrument as may be required by any mortgage, lessor or trustee. Any mortgage, ground lessor or trustee under such mortgage, deed of trust, ground lease or other security instrument may elect that this lease shall have priority over its mortgage, deed of trust, ground lease or other security instrument and upon notification of such election by such mortgagee, ground lessor or trustee to Tenant, this lease shall be deemed to have priority over said mortgage, deed of trust, ground lease or other security instrument whether this Lease is dated prior to or subsequent to the date of such mortgage, deed of trust, ground lease or other security instrument.

15.2 Tenant agrees that at any time and from time to time at reasonable intervals, within ten (10) days after written request by Landlord, Tenant will execute, acknowledge and deliver to Landlord, Landlord's mortgagee, or other designated by Landlord, an instrument as may from time to time be provided, ratifying this lease and certifying (a) that Tenant has entered into occupancy of the Premises and the date of such entry if such is the case; (b) that this lease is in full force and effect and has not been assigned, modified, supplemented or amended in any way (or if there has been any assignment, modification, supplement or amendment identifying the same); (c) that this lease represents the entire agreement between

Landlord and Tenant as to the subject matter hereof (or if there has been any assignment, modification, supplement or amendment identifying the same); (d) the Commencement and Termination dates of the Term; (e) that all conditions under this lease to be performed by Landlord have been satisfied (and if not, what conditions remain unperformed); (f) that to the knowledge of the signer of such writing no default exists in the performance or observance of any covenant or condition in this lease, and there are no defenses or offsets against the enforcement of this lease by Landlord or specifying each default, defense or offset of which the signer may have knowledge; (g) that no Rent or other rental has been paid in advance and (h) the date to which Rent and all other rentals have been paid under this lease. Tenant hereby irrevocably appoints Landlord its attorney-in-fact to execute such a writing in the event Tenant shall fail to do so within ten (10) days of receipt of Landlord's request.

ARTICLE XVI.  
GENERAL

16.1 Nothing contained herein shall be deemed or construed by the parties hereto, or by any third party, to create the relationship of principal and agent or of partnership or of joint venture between the parties hereto, it being understood and agreed that neither the method of occupation or rent, nor any other provision contained herein, nor any acts of the parties hereto shall be deemed to create any relationship between the parties hereto other than the relationship of Landlord and Tenant. Whenever herein the singular number is used, the same shall include the plural, and the masculine gender shall include the feminine and neuter genders.

16.2 Cumulative Rights - The rights, options, elections and remedies of both parties contained in this lease shall be cumulative and may be exercised on one or more occasions and none of them shall be construed as excluding any other or any additional right, priority or remedy allowed or provided by law.

16.3 Notice of Casualty Loss - Tenant shall give immediate notice to Landlord in case of fire or other casualty loss and accidents affecting the Premises.

16.4 Paragraph Titles - The titles of the various articles of this lease have been inserted merely as a matter of convenience and for reference only and shall not be deemed in any manner to define, limit or describe the scope or intent of the particular paragraphs to which they refer or to affect the meaning or construction of the language contained in the body of such articles.

16.5 Binding Agreement - All rights and liabilities herein given to or imposed upon the respective parties hereto shall extend to bind the legal representatives, successors and assigns of said parties.

16.6 Unenforceability - Unenforceability of any provision contained in this lease shall not affect or impair the validity of any other provision of this lease.

16.7 Governing Law - This lease shall be governed by and construed in accordance with the laws of the State of Minnesota.

16.8 Severability - If any provision of this lease shall be declared legally invalid or unenforceable, then the remaining provisions of this lease nevertheless shall continue in full force and effect and shall be enforceable to the fullest extent permitted by law.

#### ARTICLE XVII. HOLDOVER

In the event the Tenant remains in possession of the Premises after the termination of this lease or without the execution of a new lease should the Landlord desire to grant a new lease, then Tenant shall be deemed to be occupying the Premises as Tenant from month to month, with Rent due in an amount one and a half (1½) times Rent due under this lease, subject to all of the conditions, provisions and obligations of this lease, but without any rights to extend the term of this lease; and either party may then terminate this lease upon not less than thirty (30) days prior written notice to the other party.

ARTICLE XVIII.  
WAIVERS

One or more waivers by Landlord or Tenant of a breach of any covenant or condition by the other of them shall not be construed as a waiver of the subsequent breach of the same covenant or condition, and the consent or approval by Landlord or Tenant to any act by either requiring the other's consent or approval shall not be deemed to waive or render unnecessary either party's consent to or approval of any subsequent similar act by the other party.

ARTICLE XIX.  
ENTIRE AGREEMENT

Tenant and Landlord hereby agree that this lease as written represents the entire agreement between the parties hereto and that there are no other agreements, written or verbal, between the parties hereto pertaining to the Premises or the subject matter hereof. This lease may not be amended or supplemented orally but only by an agreement in writing which has been signed by both parties.

ARTICLE XX.  
TITLE

Landlord covenants and warrants that it has full right and authority to enter into this lease for the full term hereof Landlord further warrants that the Premises has access to a public roadway. Landlord further covenants that Tenant, upon paying the fixed minimum rent provided for herein and upon performing the covenants and agreements of this lease to be performed by said Tenant, will have, hold and enjoy quiet possession of the leased Premises.

ARTICLE XXI.  
ENVIRONMENTAL MATTERS

Without the prior written consent of Landlord, Tenant shall not cause or permit to be brought upon or kept or used in, on or about the Premises by Tenant, its employees, agents,

contractors or invitees any toxic or hazardous material, substance or waste or any other material which may adversely affect the environment, except for materials used in the ordinary course of business of the Tenant, provided such use is a legal use and such materials are used in accordance with all industry and legal standards. If the presence of any such material, substance or waste caused or permitted by Tenant, its employees, agents, contractors or invitees results in any contamination of the Premises, then Tenant shall promptly take all actions at its sole expense as are necessary to return the same to the condition existing prior to the introduction of any such material, substance or waste to the Premises, provided that Landlord's approval of such actions shall first be obtained. Tenant hereby indemnifies and holds Landlord harmless from all loss or damage including reasonable attorney fees, costs and disbursements resulting or caused by Tenant pursuant to this paragraph. Landlord indemnities Tenant against, and states to the best of its knowledge that, no toxic or hazardous substances or wastes, pollutants or contaminants (including, without limitation, asbestos, urea formaldehyde, the group of organic compounds known as polychlorinated biphenyls, petroleum products including gasoline, fuel oil, crude oil and various constituents of such products, and any hazardous substance as defined in the comprehensive Environmental Response, Compensation and Liability Act of 1980 ("CERCLA"), 42 U.S.C. Sec. 9601-9657, as amended) have been generated, treated, stored, released or disposed of, or otherwise placed, deposited in or located on the Premises, nor has any activity been undertaken on the Premises that would cause or contribute to (i) the Premises to become a treatment, storage or disposal facility within the meaning of, or otherwise bring the Premises within the ambit of, the Resource Conservation and Recovery Act of 1976 ("RCRA"), 42 U.S. C. Sec. 6901 et seq. , or any similar state law or local ordinance, (ii) a release or threatened release of toxic or hazardous wastes or substances,

pollutants or contaminants, from the Premises within the meaning of, or otherwise bring the Premises within the ambit of, CERCLA, or any similar state law or local ordinance, or (iii) the discharge of pollutants or effluents into any water source or system, the dredging or filling of any waters or the discharge into the air of any emissions, that would require a permit under the Federal Water Pollution Control Act, 33 U.S.C. sec. 1251 et seq., or the Clean Air Act, 42 U.S.C. Sec. 7401 et seq., or any similar state law or local ordinance. Landlord indemnifies Tenant against and states to the best of its knowledge there are no substances or conditions in or on the Premises that may support a claim or cause of action under RCRA, CERCLA or any other federal, state or local environmental statutes, regulations, ordinances or other environmental regulatory requirements.

IN WITNESS WHEREOF, Landlord and Tenant have signed and sealed this as of the date and year first written.

**LANDLORD**

**THE MARYANN K. HOLDER REVOCABLE  
TRUST UNDER AGREEMENT DATED JUNE 16,  
2009**

---

By: Patrick L. Holder, Trustee

**TENANT**

**AITKIN COUNTY LICENSE CENTER**

---

By: Kirk Peysar  
Its Treasurer



# Board of County Commissioners Agenda Request

2L  
Agenda Item #

**Requested Meeting Date:** 11-14-17

**Title of Item:** Sponsorship of City of Aitkin Projects for LRIP

|  |   |   |
|--|---|---|
| <input type="checkbox"/> REGULAR AGENDA            | <b>Action Requested:</b>  | <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*

|                                    |                               |
|------------------------------------|-------------------------------|
| <b>Submitted by:</b><br>John Welle | <b>Department:</b><br>Highway |
|------------------------------------|-------------------------------|

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

**Summary of Issue:**  
Earlier this year, the state legislature made \$25.3 million available for a statewide solicitation for the Local Road Improvement Program. As part of this solicitation, cities and townships are eligible to submit projects on their local roads provided the county agrees to sponsor the projects. The City of Aitkin will be submitting five applications for various street projects, for which they have requested that Aitkin County act as project sponsor by the attached resolutions.

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

**Recommended Action/Motion:**  
Adopt resolutions.

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

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

ADOPTED November 14, 2017

By Commissioner: xx

**20171114-0xx**

**Sponsorship of City of Aitkin Project for LRIP – #1**

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, non state-aid cities and townships are required to have county sponsorship to be eligible for grant funding, and

**WHEREAS**, the City of Aitkin has requested that Aitkin County sponsor their project on 1<sup>st</sup> Street NW from 2<sup>nd</sup> Avenue NW to 4<sup>th</sup> Avenue NW, and

**WHEREAS**, the City of Aitkin understands that it will be responsible for all project costs not covered by Local Road Improvement Program funding.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County agrees to sponsor the project on 1<sup>st</sup> Street NW from 2<sup>nd</sup> Avenue NW to 4<sup>th</sup> Avenue NW for the purpose of the Local Road Improvement Program application.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator

By Commissioner: xx

20171114-0xx

**Sponsorship of City of Aitkin Project for LRIP – #2**

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, non state-aid cities and townships are required to have county sponsorship to be eligible for grant funding, and

**WHEREAS**, the City of Aitkin has requested that Aitkin County sponsor their project on 1<sup>st</sup> Street NW from 4<sup>th</sup> Avenue NW to 7<sup>th</sup> Avenue NW, including 7<sup>th</sup> Avenue NW from 1<sup>st</sup> Street NW to 4<sup>th</sup> Street NW, and

**WHEREAS**, the City of Aitkin understands that it will be responsible for all project costs not covered by Local Road Improvement Program funding.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County agrees to sponsor the project on 1<sup>st</sup> Street NW from 4<sup>th</sup> Avenue NW to 7<sup>th</sup> Avenue NW, including 7<sup>th</sup> Avenue NW from 1<sup>st</sup> Street NW to 4<sup>th</sup> Street NW for the purpose of the Local Road Improvement Program application.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator

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

ADOPTED November 14, 2017

By Commissioner: xx

**20171114-0xx**

**Sponsorship of City of Aitkin Project for LRIP – #3**

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, non state-aid cities and townships are required to have county sponsorship to be eligible for grant funding, and

**WHEREAS**, the City of Aitkin has requested that Aitkin County sponsor their project on 1<sup>st</sup> Street NW from 7<sup>th</sup> Avenue NW to 12<sup>th</sup> Avenue NW, and

**WHEREAS**, the City of Aitkin understands that it will be responsible for all project costs not covered by Local Road Improvement Program funding.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County agrees to sponsor the project on 1<sup>st</sup> Street NW from 7<sup>th</sup> Avenue NW to 12<sup>th</sup> Avenue NW for the purpose of the Local Road Improvement Program application.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator

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

ADOPTED November 14, 2017

By Commissioner: xx

**20171114-0xx**

**Sponsorship of City of Aitkin Project for LRIP – #4**

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, non state-aid cities and townships are required to have county sponsorship to be eligible for grant funding, and

**WHEREAS**, the City of Aitkin has requested that Aitkin County sponsor their project on 1<sup>st</sup> Street NE from Minnesota Avenue to 1<sup>st</sup> Avenue NE, and

**WHEREAS**, the City of Aitkin understands that it will be responsible for all project costs not covered by Local Road Improvement Program funding.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County agrees to sponsor the project on 1<sup>st</sup> Street NE from Minnesota Avenue to 1<sup>st</sup> Avenue NE for the purpose of the Local Road Improvement Program application.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator

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

ADOPTED November 14, 2017

By Commissioner: xx

**20171114-0xx**

**Sponsorship of City of Aitkin Project for LRIP – #5**

**WHEREAS**, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

**WHEREAS**, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

**WHEREAS**, non state-aid cities and townships are required to have county sponsorship to be eligible for grant funding, and

**WHEREAS**, the City of Aitkin has requested that Aitkin County sponsor their project on Bunker Hill Drive from County State-Aid Highway 12 to Trunk Highway 47, and

**WHEREAS**, the City of Aitkin understands that it will be responsible for all project costs not covered by Local Road Improvement Program funding.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County agrees to sponsor the project on Bunker Hill Drive from County State-Aid Highway 12 to Trunk Highway 47 for the purpose of the Local Road Improvement Program application.

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 14<sup>th</sup> day of November 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of November 2017

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

2M  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** MnCCC Agreement

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

|                                  |  |
|----------------------------------|--|
| <b>Submitted by:</b><br>Jim Ratz | <b>Department:</b><br>Aitkin County Attorney |
|----------------------------------|--|

|  |                               |
|--|-------------------------------|
| <b>Presenter (Name and Title):</b><br>Jim Ratz | <b>Estimated Time Needed:</b> |
|--|-------------------------------|

**Summary of Issue:**  
MnCCC recently voted to change the vendor of the Minnesota County Attorney Practice System (MCAPS). The executed contract to switch vendor is attached, as well as the Board Ratification Statement. This switch will not incur any additional charges.

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

**Recommended Action/Motion:**  
Approve MnCCC agreement and Board Ratification Statement.

**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:*

**AGREEMENT TO PROVIDE PROFESSIONAL SERVICES BETWEEN  
MINNESOTA COUNTIES COMPUTER COOPERATIVE**

**And**

**STRATEGIC TECHNOLOGIES INCORPORATED**

**1/1/2018**

This Agreement dated and to be effective as of the date set forth above by and between the Minnesota Counties Computer Cooperative, organized and doing business under Minnesota's joint exercise of power statute (MN Stats § 471.59), with principal offices at 100 Empire Drive, Suite 201, St. Paul, Minnesota, 55103, for the benefit of and use by its participating end user members ("MnCCC") and **Strategic Technologies Incorporated**, a Minnesota corporation with principal offices at **9905 45th Avenue North, Suite 220, Plymouth, MN 55442** ("VENDOR").

**WITNESSETH**

**WHEREAS**, MnCCC wishes to retain VENDOR to provide certain professional services and expertise to obtain computer programming and technical assistance for the maintenance and support of MnCCC's copyrighted, proprietary and confidential computer software system known as the **Minnesota County Attorney Practice System™** software ("MCAPS"); and

**WHEREAS**, VENDOR has and will be expected to render substantial services and expertise hereunder.

**NOW THEREFORE**, in consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the parties agree as follows:

**I. Systems to be Supported**

VENDOR agrees to provide the computer programming, technical assistance, and related professional services to support and maintain the systems and systems components of MCAPS, in exchange for MnCCC's payment of certain fees as summarized in **Attachment A**, which is attached and incorporated by reference.

**II. Definition of Included Support Services**

The software support fees paid by MnCCC are identified in **Attachment A - MCAPS Support Fee Schedule**. These fees shall fully compensate VENDOR for the following Services:

#### **A. General MCAPS Support Activities (All MCAPS Users)**

1. Track MCAPS support incidents and report out to the County Attorney Executive Committee per the MCAPS Service Level Agreement (SLA) attached and incorporated by reference as **Attachment B**.
2. Provide supporting documentation for County Attorney Executive Committee meetings (up to 12 times per year) with respect to MCAPS bugs/fixes and open MCAPS Enhancement Requests (including categories Approved, Completed, New, Committee, Tabled, Denied, Withdrawn and Research statuses).
3. Provide any MCAPS revisions necessitated by changes in applicable Minnesota statutes, laws or regulations. MnCCC will advise VENDOR of any requested changes to MCAPS as necessitated by changes in Minnesota statutes, laws, or regulations and provide sufficient details to support VENDOR in making the changes. Further, these changes will be subject to written work order as described in Section II – E.1.
4. Revisions necessitated by change in underlying MCAPS operating systems.
5. Revisions necessitated by changes in current state reporting requirements (609.11 Report, MCCVS Report, or other reporting tools established in MCAPS (new tools would require an enhancement request)
6. Training. Provide eighty (80) hours of training per year, with up to thirty (30) hours available to rollover from year to year. Preparation of training materials and presentations are included in the eighty (80) hours. Training will include webinars and in person training. Travel for in person training will be billable as defined in Section IV.F. In addition to the eighty (80) hours, VENDOR will also provide up to two-days (16 hours) training including preparation time at the MnCCC Annual Conference and an additional optional one-day User training session at a time and location selected by MnCCC.
7. Preparation work and attendance at MCAPS Executive, Enhancement, Technology, and Standards Committee meetings or other MCAPS Committees as recommended by the MCAPS Executive Committee.
8. Bug fix work in MCAPS or related applications and services for legacy code not originally developed by the VENDOR.
9. System design, prototyping, estimating, meeting time, and project management related to the planning of new enhancements or new system initiatives.
10. Consulting and product management services as needed with other criminal justice partners.
11. Sales Support. VENDOR will support MnCCC in any MCAPS marketing efforts at the direction of MnCCC, including but not limited to conference calls, responding to RFPs/RFIs and software demos. Travel time for such support is not subject to the fee support, and shall be billable to MnCCC at the discounted rates and in the manner identified in Section IV.F.
12. Other activities as approved by the MCAPS Executive Committee.

## **B. Level 1 Software Support**

Logging of, and responding to, email and phone support requests from MCAPS users regarding MCAPS application usage. Each support request is to be logged as to the nature of the request/issue and county/agency/department that originated the request. Level 1 support will resolve basic user issues for the MCAPS users and escalate more complex issues to Level 2-support.

## **C. Level 2 Support**

Engage with MCAPS users on more complex support issues escalated from Level 1 support. Will resolve issues that can be addressed via ad hoc training; by providing alternate approaches to resolving issue; or by documenting the issue more fully so that it can be addressed by Level 3 support as a MCAPS bug or enhancement request. Level 2 support will provide direction to MCAPS users and to Level 3 support in terms of whether or not the MCAPS functionality is working as designed, or appearing to be a code bug that needs to be addressed by Level 3. If it is determined that the code is functioning as designed, then the MCAPS user will be instructed to submit an enhancement request through the VENDOR's helpdesk.

## **D. Level 3 Support**

Perform MCAPS code analysis, programming, testing and project management related to bugs, as escalated from Level 2 support. Level 3 support for bugs escalated from Level 2 support is included in the fees identified in **Attachment A**.

Level 3 support will also include the following:

1. Estimating of MCAPS Enhancement Requests, based on the documented requirements as submitted by MnCCC and Level 2 support.
2. Technical Design of approved Enhancement Requests, with review and sign-off by MnCCC prior to all coding activities.
3. On-going design, development, technical testing and deployment as described in "MCAPS Infrastructure Modernization" Section II – H below.

**Additional programming, coding and testing services identified in Section II.D(1) – (3) above will be performed by VENDOR and chargeable to MnCCC if and as approved in a Work Order negotiated and signed by the parties. No additional Level 3 charges will be made without prior authorization by MnCCC.**

## **E. Enhancements**

Requirement of Work-Orders: With the exception of provision of pre-priced, fee support and maintenance services as designated as Support, VENDOR shall provide all

professional services hereunder as specified and pre-authorized by MnCCC in a written Work Order in substantially the form of **Attachment C**.

1. Written Work Orders shall document the scope and timelines for any Enhancements, and shall contain at a minimum the following:
  - a. a maximum cost to MnCCC for the specified work (MnCCC or any other party hereunder has no obligation to pay any amount in excess of the amount specified unless so pre-authorized in writing by MnCCC. Additionally, any incremental payments must be specified in the Work Order, and must be related to the accomplishment of specified tasks);
  - b. identification of the software version that the Enhancements will be made to;
  - c. specifications as to what services are to be performed;
  - d. identification of any third party software or freeware needed, along with associated costs;
  - e. a description of the work, software code, documentation and other relevant deliverables;
  - f. the due date for completion of the services to be provided, including a schedule for development and testing;
  - g. identification of two or three users that will provide beta testing of the enhancement and any expectations regarding such beta testing, unless this requirement is expressly waived by the MnCCC Executive Committee or its designee;
  - h. a schedule of status reports, if any, of the services being performed and the progress made;
  - i. the criteria, process and means that the Enhancements deliverables are to be accepted as complete and satisfactory;
  - j. identification of applicable performance milestones and payment terms.
  - k. a means for both parties to sign and evidence their binding agreement to the Work Order specifications and terms. Changes to Work Orders can only be made by mutual consent, documented in writing and signed by the parties.
  
2. Types of Work Orders: Work orders shall be either global or participatory. Global work orders are for work on the MCAPS system as a whole, for all users, and for which County Attorney User Group funds shall be used. Participatory work orders are for work performed for one or more specified users and for which the specified users shall be liable for. All Work Orders must be approved in writing by MnCCC prior to initiation of any work by VENDOR. A sample Work Order is attached to this Agreement as **Attachment C**.

#### **F. Installation Support**

For users not able or interested in performing their own MCAPS updates or new release installations, or who do not have another provider, VENDOR will perform the

installations as part of this optional support element. A minimum hourly fee for such installation support services will be charged per installation, and as set forth in **Attachment A**.

Installation support will be performed by VENDOR via a signed Work Order, and chargeable only to users who choose this option.

#### **G. MCAPS Project Coordinator**

The VENDOR will assign a MCAPS Project Coordinator position that will regularly engage in MCAPS project management and will serve as the MCAPS lead contact and liaison.

#### **H. MCAPS Infrastructure Modernization**

With the specific activity as agreed to and as pre-approved by MnCCC, VENDOR will work ongoing on the underlying architecture of MCAPS as part of Level 3 support, and in order to remain current with respect to the "code stack" that supports the functional capabilities of MCAPS, and which will take up to 5,000 person hours to complete. The code stack generally refers to, but is not limited to: source code, SQL database, third-party products, security layer, web browser, web server, .NET framework, software and scripting language, web services, integrations with external systems, and other interfaces. In addition to this activity, infrastructure modernization also includes designing and creating new capabilities to support a more automated installation of MCAPS updates and new releases, and on-going technical documentation updates. Technical documentation requirements shall be defined on a regular basis with MnCCC and prioritized along with code update activity. Examples of technical documentation include:

1. Detailed documentation on the database structure and core application design, interfaces and Microsoft AD integration.
2. Documentation on all application module usage and code levels, including any registrations or licensing. Develop a plan to keep these current, patched and up to date.

The MCAPS infrastructure modernization fund is to include 5,000 person hours during the term of this Agreement, initially allocated at 1,000 hours for each calendar year, with monthly report out on specific progress made against approved plans and hours logged. Should 1,000 hours annually be insufficient for the demand/needs in this area, then additional hours may be authorized by MnCCC during a calendar year, including the reallocation of hours from future years, and/or new hours chargeable at then-current **Attachment A** time and materials rates.

Should VENDOR fail to provide 1,000 hours in support of MCAPS infrastructure

modernization during a given calendar year, then any unused hours will be rolled into the next calendar year(s) for as long as this Agreement remains in force. If a Renewal Term is agreed to by the parties, an additional 3,000 hours shall be added to the MCAPS infrastructure modernization fund, initially allocated at 1,000 hours for each year of the Renewal Term. During the Initial Term of this Agreement or in any Renewal Term of this Agreement, if the balance of hours required for MCAPS infrastructure support, based on actual activity, is projected to be greater than remaining hours required to support known modernization activities, then hours may be shifted to MCAPS Enhancements, in order to "consume" available hours or pay for Software Support overages. Up to 150 hours of work by the VENDOR may be charged to infrastructure support for hours incurred in the fourth quarter of 2017 in preparation for product management.

**MCAPS modernization will be performed by VENDOR only and associated costs are included in the Software Support fees payable this Agreement.**

**I. Additional Requirements**

1. VENDOR must obtain written permission from MnCCC to add any VENDOR or third party plug-ins or code proposed to be incorporated into the MCAPS system. This includes, but is not limited to, any "freeware" or "shareware", which shall be avoided where possible. Once approved, those plug-ins or third party code will be included, maintained and updated as part of this Agreement, unless a special support addendum is executed and attached to this Agreement. VENDOR shall provide to MnCCC within 90 days of contract signing, a detailed list specifying all third party code and plug-ins used in the existing MCAPS application. MnCCC acknowledges and agrees that pre-existing plug-ins and third party code incorporated into the MCAPS system are accepted, and shall remain subject to full MCAPS support hereunder.
2. For new software development performed after 4/1/2018, VENDOR shall provide current, full and detailed database and application design and programming documentation for all parts of the MCAPS application including third party code ~~add ons~~, per provision in Section II – G above.
3. VENDOR shall follow the MnCCC source code and documentation policy.
4. VENDOR shall obtain and/or maintaining BCA certification (BCA Vendor Vetting and agreements for access to a CJDN restricted network).

**J. Service Level Agreement, Priorities and Escalation – See *Attachment B*.**

**K. *Virus, Malware, Unapproved and/or Unauthorized Code***

1. VENDOR shall retain sole responsibility and liability for delivering all electronic files and other deliverables to MnCCC under this Agreement, free of any Virus, Malware or Unapproved and/or Unauthorized Code. VENDOR warrants and represents that

any data, programs, hardware or firmware provided, or sourced, by VENDOR to MnCCC shall be free, at the time of receipt, of any computer Virus, Malware, Unapproved and/or Unauthorized Code.

2. "Virus, Malware, Unapproved and/or Unauthorized Code" for purpose of this Agreement means any harmful or hidden programs or data incorporated therein with malicious or mischievous intent, including any code, program or device that would shut off, limit or interfere with the full, unrestricted access and use by MnCCC, its user members and other end user licensees. This would also include, but not limited to, the entering of any illegal, virus, malware, unapproved and/or any unauthorized code containing or triggering any unauthorized, mentally disturbing, vulgar, adult or porn type, virus, malware, trojans, bugs, tracking or reporting code or device, or potentially malicious data into MnCCC and / or member systems or networks.

#### **L. Governing Law; Compliance with Laws**

This Agreement shall be governed by and construed in accordance with the internal substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Agreement, to be commenced by VENDOR shall be venued in the applicable federal or state courts located in Ramsey County, Minnesota, and VENDOR hereby irrevocably consents to the jurisdiction and venue of such courts, and agrees to commence any actions solely in such courts.

The parties shall each abide by all applicable Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or here after adopted, pertaining to this Agreement or the subject matter of this Agreement. This shall include VENDOR obtaining all licenses, permits or other rights required for the provision of services contemplated by this Agreement.

#### **M. Ownership, Proprietary Considerations and Data Security**

1. VENDOR agrees to ensure confidentiality of all work performed pursuant to this Agreement, including source code development and all documentation pertaining to the MCAPS system design, to avoid pirating or other unauthorized use of MnCCC's confidential, valuable assets. VENDOR hereby irrevocably assigns to MnCCC and its successors and assigns, and MnCCC shall solely own any MCAPS inventions, discoveries, data, databases, programs, documentation interfaces or other deliverables and work product developed or modified by VENDOR or its personnel providing services under this Agreement.
2. MnCCC and VENDOR agree that all materials and information developed under this Agreement shall become the sole property of MnCCC automatically and irrevocably as of initial creation, per the irrevocable assignment in this Section M.
3. VENDOR agrees to protect the security of and to keep confidential all data

information and materials received or produced under the provisions of this Agreement, and shall not disclose them to any third parties, or make any internal use thereof, without the prior written consent of MnCCC, as provide in the assignment in this Section M.

4. Procedures and software created by VENDOR pursuant to this Agreement, or modifications made to existing software to meet the specifications herein, shall be included in the assignment identified in Section M.1. above. VENDOR shall not disclose or otherwise make said software available to third parties, or utilize such assets in any other non-related applications without the prior written consent of and written license agreement from MnCCC.
5. VENDOR shall not disclose to any party any information identifying, characterizing, or relating to any risk, threat, vulnerability, weakness or problem regarding MCAPS and/or any data security in users' computer systems, or to any safeguard, countermeasure, contingency plan, policy or procedure for data security contemplated or implemented by MnCCC and/or MnCCC members, without MnCCC's prior express written authorization. The provisions of this Section shall survive the expiration or termination of this Agreement.
6. VENDOR retains its ownership rights to its propriety software products, technology, user interface designs, and software libraries and development/utility tools it utilizes to create or support the software developed hereunder. This retained ownership shall in no way alter, prevent or limit MnCCC from exercising its full and sole ownership rights, and the ability to assign, transfer, license or commercialize any of the modifications, enhancements or other work product and deliverables created by VENDOR under this Agreement for MnCCC's propriety software products, technology, user interface designs, and software libraries. In order to facilitate such free and unrestricted use, VENDOR grants an irrevocable, perpetual, world-wide, royalty-free, transferable license by MnCCC and its licensees, transferees, successors and assigns to use all of such proprietary/third party software products, technology, user interface designs, and software libraries.

### **III. Items Not Included**

This Agreement does not include support for non-MCAPS issues. Below are some examples of items not included in this support agreement, which will be identified and disclosed by VENDOR to MnCCC as non-included services, in order to provide an opportunity for MnCCC (and in certain cases, MnCCC's user) to accept or decline the provision by VENDOR or such non-included services in writing and prior to initial performance by VENDOR in each case:

- A. Any third party software (fees or support), this does not include a third party code or plug-ins used in the application.
- B. Server migrations and server setup.
- C. Operating system updates or troubleshooting (Windows servers).
- D. Applying application server and/or web server updates.
- E. Networking issues internal to county or agency.

- F. PC issues or PC troubleshooting.
- G. User network remote connection issues.
- H. Other support for non-MCAPS applications or county systems.
- I. Future third party fees (if any) for what is currently "freeware" embedded within MCAPS.

#### IV. Billings of Charges and Costs

- A. VENDOR shall bill MnCCC for services and costs at the rates set forth in **Attachment A**.

The minimum fees to be paid to VENDOR for support services for MCAPS support over the term of this Agreement is defined in **Attachment A**. Any expenditure in addition to those specified above must be pre-authorized in writing by MnCCC. Additional services will be provided at the hourly rates and specifications defined in Sections C and D below.

"Calendar quarter" shall mean three (3) consecutive calendar months and the quarter shall commence with, respectively, the months of January, April, July, and October, of each calendar year. VENDOR shall invoice MnCCC, and MnCCC shall invoice and collect quarterly support fees from its users.

- B. Invoices pursuant to Section IV – A, above, shall be billed in advance to MnCCC on a quarterly basis and shall be paid by MnCCC within sixty (60) days of the date of the invoice, other than any portion(s) disputed in good faith by MnCCC.
- C. The chargeable hourly rates by VENDOR during the duration of this Agreement for project management, technical work and training personnel shall be as defined in **Attachment A**.
- D. For additional services pre-authorized by MnCCC, the breakdown of the actual hours worked shall be tracked and reported by VENDOR to MnCCC, which reserves the right to inspect and copy VENDOR's time records to substantiate charges and costs.
- E. Direct Support (projects outside of this support Agreement) will also be available to users at the annual rates specified in **Attachment A**. MnCCC shall compensate VENDOR following receipt of VENDOR's invoice and other documentation requested for charges and expenses incurred for other services, provided that such additional, non-flat fee prepaid work has been authorized, completed, and accepted without dispute by MnCCC and according to the specifications set forth in a Work Order and/or otherwise as authorized and specified herein. Charges shall be reimbursed to VENDOR at the agreed upon hourly rate listed in **Attachment A**, all to be tracked and billed in quarter hour increments, with any billable travel time to be charged at one-half the hourly rate. Any

proposed travel or other reimbursable expenses will be at actual reasonable costs, as pre-approved in a Work Order. MnCCC and VENDOR may agree in a Work Order to a fixed price for providing a service or delivery of a product. Further, MnCCC and VENDOR may agree to different hourly rates for a specific engagement, if so stated in the authorizing Work Order. MnCCC shall not be liable for any charges that were not pre-authorized in writing by a Work Order. MnCCC shall reimburse VENDOR within forty-five (45) days upon receipt of properly documented charges and expenses for services and deliverables that have been completed and accepted in accordance with the applicable Work Order. For any work which MnCCC disputes as not being authorized by the Work Order or incomplete under the standards and conditions as set forth in either this Agreement or in the Work Order, MnCCC shall be liable to pay only the amounts pertaining to the work accepted by MnCCC. VENDOR shall continue to perform services expeditiously, and in a good-faith effort to ensure that all remaining portions are promptly completed as agreed, until such disputes are resolved and the services and work product tested and accepted by MnCCC. VENDOR agrees to keep and maintain accurate, sufficient and complete time records for all work hereunder for at least one year following the provision of such services, and to provide such records to MnCCC at no charge upon request.

- F. For non-fixed fee services pre-authorized and performed pursuant to this Agreement, VENDOR is authorized to bill for time incurred in actual travel and at the discounted rates identified in **Attachment A**, and for all reasonable transportation and overnight travel expenses. Automobile mileage shall be billable per the then-current US General Services Administrative Schedule.
- G. Non-payment and remedies of VENDOR: In the event that MnCCC does not pay VENDOR within sixty (60) days of the date of the invoice (other than any portion disputed in good faith), VENDOR shall have the option to terminate this Agreement upon at least ninety (90) days' written notice thereof.
- H. Right to Withhold Payment.
  - a. MnCCC may withhold payment of the whole or part of any amount due to or claimed by Vendor to such extent as may be necessary to protect MnCCC from loss on account of:
    - a. defective work not remedied or guarantees not met;
    - b. failure of Vendor to complete any part of its work in accordance with any permit, binding agreement or completion schedules established in or made a part of this Contract;
    - c. claims filed or reasonable evidence indicating probable filing of claims; and/or
    - d. damage to another Contractor.

In the event MnCCC withholds payment, then no interest penalty shall accrue against MnCCC for non-payment of disputed claims. Vendor may not exercise its right to termination as stated in section IV, sub G, for any payment withheld under this clause.

MnCCC will notify Vendor within 15 days as to the reason for the payment being withheld.

**V. Representations, Warranties and Indemnifications of the Parties**

- A. Each party represents and warrants that it has the right to enter into this Agreement.
- B. Except as expressly provided in this Agreement, neither party makes any warranty, either express or implied, with respect to the MCAPS computer software system or services provided herein, their quality, merchantability, or fitness for a particular purpose. Except as expressly provided in this Agreement, there are no warranties, either express or implied, regarding the MCAPS computer software system or services provided hereunder, and any and all such warranties are hereby disclaimed and negated. No oral or written information or advice given by either party or its employees shall create a warranty or make any modification, extension or addition to this warranty.
- C. VENDOR further represents, warrants and agrees as follows:
1. VENDOR represents and warrants that any modifications, enhancements, or related products furnished pursuant to Section I above will be designed and developed in a skilled, ethical, professional and lawful manner, and are designed to and will meet the functional and performance specifications and standards to be agreed upon by the parties and will execute on utilized servers and networks (or mutually agreed upon future modernizations).
  2. VENDOR further warrants that these services will not alter or diminish or otherwise adversely alter the characteristics and/or the underlying performance of the existing MCAPS software system.
  3. VENDOR represents and warrants that the modifications or enhancements and related products are, or shall be when completed and delivered hereunder, original work products, that are each hereby irrevocably assigned to and shall be owned by MnCCC on assignment, that neither the modifications, enhancements, and related products nor any of their elements nor the use thereof shall violate or infringe upon any patent, copyrights, trade secret or other third party legal rights, or contain, at the time of receipt, any computer Virus, Malware, Unapproved and/or Unauthorized Code.
  4. VENDOR will provide true, correct and complete copies of the then-current MCAPS source code to MnCCC and at no charge at least twice per calendar year, and at other times upon MnCCC's reasonable request. MnCCC will provide VENDOR with written source code media, logistics, and delivery instructions from time to time.
- D. MnCCC further represents, warrants and agrees as follows:
1. MnCCC represents, warrants, and covenants that it will provide the cooperation

and assistance of its personnel, as reasonably required, and as would be necessary for the completion of VENDOR's services hereunder, to the extent that the services are being rendered for MnCCC and for the MnCCC activity or system involved.

2. MnCCC represents and warrants that it will make prompt and full disclosure to VENDOR of any unpublished information it receives regarding the government requirements and regulations related to the government program which the system services, in order to assist VENDOR with its ongoing contractual obligations to monitor Minnesota legislative and administrative activities, and to update MCAPS, in order to accommodate applicable changes in Minnesota laws.

## **VI. Other Conditions**

### **A. Entire Agreement**

Requirement of a Writing: It is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement (including all Attachments and any other documents incorporated by reference in an amendment signed by the parties) supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreement presently in effect between the parties relating to the subject matter hereof.

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the authorized representatives of the parties.

### **B. Non-Assignment**

VENDOR shall not assign any interest in the Agreement without the prior written consent of MnCCC thereto, provided, however, that claims for money due or to become due to VENDOR from MnCCC under this Agreement may be assigned to a bank, trust company, or other financial institutions without such approval. Subject to the foregoing, this Agreement shall be enforceable by the parties and their respective successors and permitted assigns.

### **C. Conflicts of Interest**

VENDOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its full and unrestricted performance under this Agreement. VENDOR further covenants that in the performance of this Agreement, no persons having any such conflicting interest shall be employed.

**D. Subcontracting**

None of the work or services covered by this Agreement, and properly authorized by MnCCC, shall be subcontracted without prior written approval of MnCCC.

Said written consent shall not be unreasonably withheld in the event that VENDOR shall reasonably request the authority to delegate or subcontract or consult regarding services to be provided hereunder and shall do so in writing except in the event of emergency, and shall request such authority only as to qualified personnel or entities, all of which shall be without any release of the full responsibility and liability of VENDOR hereunder to MnCCC.

Furthermore, such third party subcontractor(s) shall produce an expressed agreement acknowledging receipt of a copy of this Agreement and such third party's agreement to be bound by its provisions as if an original party thereof, as well as any nondisclosure or other agreements or obligations then in force between VENDOR and MnCCC.

**E. Expenses Incurred**

No payment shall be made under this Agreement for any expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule, or regulation.

**F. Independent Contractor**

For the purpose of this Agreement, VENDOR is an independent contractor. Any and all employees, members, or associates or other persons, while engaged in the work or services required to be performed by VENDOR under this Agreement, shall in no event be considered employees or personnel of MnCCC; and any and all claims that may or might arise on behalf of said employees or other persons as a consequence of any act or omission on the part of said employees, other professionals of VENDOR, shall in no way be the obligation, liability or responsibility of MnCCC.

**G. Insurance.** VENDOR, for the benefit of itself and MnCCC, at all times during the term of this Agreement, shall maintain and keep in full force and effect the following:

1. A single limit, combined limit, or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned, and hired vehicles used regularly in the provision of services under this Agreement, in an amount of not less than one million five hundred thousand dollars (\$1,500,000) per accident for combined single limit.
2. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than one million dollars (\$1,000,000) for property

damage arising from one (1) occurrence, one million dollars (\$1,000,000) for total bodily injury including death and/or damages arising from one (1) occurrence, and one million dollars (\$1,000,000) for total personal injury and/or damages arising from one (1) occurrence. Such policy shall also include contractual liability coverage.

3. Statutory Worker's Compensation Insurance.
4. Professional liability (errors and omissions) insurance in an amount of not less than two million dollars (\$2,000,000).
5. VENDOR will provide MnCCC with certificates of insurance by the end of the first month of the Agreement. The certificate of insurance shall provide that the insurance carrier will notify MnCCC in writing at least thirty (30) days prior to any reduction, cancellation, or material alteration in VENDOR's required minimum insurance coverage. MnCCC shall be named as an additional insured party in each policy required to be maintained hereunder.

#### **H. Local Alterations**

For the system supported under this Agreement, the version maintained by VENDOR shall be designated the "Base System". The parties to this Agreement agree to accept the base system and modifications to the base system as approved by MnCCC. VENDOR shall not be liable for claims arising from any and all versions that include local alterations. The term "Local Alterations" shall include, but not be limited to, any software modification, and any modification to system operations contrary to those specified in the MCAPS system documentation.

#### **I. Data Practices**

Data collected, created, received, maintained, disseminated or used for any purposes in the course of VENDOR's performance of this Agreement is subject to the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, and any other applicable state statutes and rules adopted to implement the Act as well as other applicable state and federal laws, including those on data privacy. VENDOR agrees to abide by these statutes, rules and regulations currently in effect and as they may be amended. VENDOR designates Dan Musser, as its initial "responsible authority" pursuant to the Minnesota Government Data Practices Act for purposes of this Agreement, the individual responsible for the collection, reception, maintenance, dissemination, and use of any data on individuals and other government data including summary data. Any replacement of VENDOR's responsible authority with a suitable qualified individual satisfactory to MnCCC will be effective on MnCCC's receipt of written notice thereof given by VENDOR.

#### **J. Force Majeure**

VENDOR shall not be held responsible for delay or failure to perform when such

delay or failure is due to any of the following uncontrollable circumstances: fire, flood, epidemic, strikes, wars, acts of God, unusual severe weather, acts of public authorities, or delays or defaults caused by public carriers.

**K. Severability**

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or other phrase of this Agreement is, for any reason, held to be contrary to the law or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provisions of this Agreement, which shall remain in full force and effect.

**L. Non-Discrimination**

In carrying out the terms of this Agreement, VENDOR shall not discriminate against any employee, applicant for employment, or other person, supplier, or contractor, because of race, color, religion, sex, marital status, national origin, disability, or public assistance.

**M. Document Examination**

All books, records, documents and accounting procedures and practices of VENDOR relative to this Agreement are subject to periodic examination and copying by MnCCC or its designees, and either by the legislative auditor or the state auditor as appropriate, in accordance with the provisions of Minn. Stat. Section 16B.06, Subd. 4.

**N. Performance Review**

VENDOR and the County Attorney User Group Chair, or their designee, shall meet at least annually to review the terms of this Agreement and each party's performance of its terms.

**VII. Term and Termination**

**A. Term**

This Agreement is legally binding as of the Effective Date and shall continue until terminated as provided for herein.

**1. Initial Term**

The Initial Term of this Agreement shall be for a period of five (5) years. The first two (2) years thereof shall be a Probationary Period, and subject to early termination as provide in Section B.1. below.

## **2. Renewal Term**

This Agreement may be renewed by the written agreement of both parties for one period of three (3) years, beginning upon the conclusion of the Initial Term, or upon the earlier execution of an agreement to renew. Should services continue beyond the Initial Term into the Renewal Term, Maintenance and Service Fees will be negotiated at mutually agreeable terms.

## **3. Additional Renewal Term(s)**

This Agreement may be renewed for unlimited additional three (3) year periods beginning at the end of the Initial Renewal Term, upon mutually agreeable Maintenance and Services Fees.

## **B. Termination**

### **1. Termination for Convenience**

#### **a. Probationary Period**

During the Probationary Period, either party may terminate the Agreement for convenience by providing written notice as provided herein. VENDOR must provide MnCCC at least one hundred eighty (180) days' prior written notice of intent to terminate. MnCCC must provide VENDOR at least ninety (90) days' prior written notice of intent to terminate.

#### **b. Initial Term or Renewal Term**

During the balance of the Initial Term or during the Renewal Term either party may terminate the Agreement for convenience by providing adequate notice. VENDOR must provide MnCCC at least one (1) year's prior written notice of intent to terminate, with the termination to take effect as of the expiration of the Initial Term or Renewal Term, unless MnCCC agrees in writing to an earlier date. MnCCC must provide vendor at least ninety (90) days' prior written notice of its intent to terminate during the Initial Term or Renewal Term.

### **2. Termination for Cause**

If either party materially breaches any of its duties or obligations hereunder and such breach is not cured, or the breaching party is not diligently pursuing a cure to the non-breaching party's sole satisfaction, within thirty (30) calendar days after written notice of the breach, the non-breaching party may terminate this Agreement for cause as of a date specified in such notice.

### **3. Transition Services**

Provided that this Agreement has not been terminated by VENDOR due to MnCCC's failure to pay any undisputed amount due VENDOR, VENDOR will provide to MnCCC and/or to any future vendor selected by MnCCC (hereinafter "Successor") assistance reasonably requested by MnCCC to effect the orderly transition of the Services (hereinafter "Transition Services"), in whole or in part, to MnCCC or to Successor following the termination of this Agreement, in whole or in part. Transition Services shall be provided on a time and materials basis and may include: (a) developing a plan for the orderly transition of the terminated Services from VENDOR to MnCCC or Successor; (b) if required, transferring the Subscriber Data to Successor; (c) using commercially reasonable efforts to assist MnCCC in acquiring any necessary rights to legally and physically access and use any third-party technologies and documentation then being used by VENDOR in connection with the Services; (d) using commercially reasonable efforts to make available to MnCCC, pursuant to mutually agreeable terms and conditions, any third-party services then being used by VENDOR in connection with the Services; and, (e) such other activities as may be reasonably necessary or desirable to complete the transition, or such other services as the parties may agree.

Notwithstanding the foregoing, should MnCCC terminate this Agreement due to VENDOR's material breach, MnCCC may elect to use the Services for a period of no greater than six (6) months from the date of termination at a reduced rate of twenty (20%) percent off of the then-current Services fees for the terminated Services. All applicable terms and conditions of this Agreement shall apply to the Transition Services, and this Section shall expressly survive the termination of this Agreement, until all Transition Services have been successfully provided.

### **3. Payments Upon Termination**

Within thirty (30) days following the termination of this Agreement MnCCC shall pay to VENDOR all undisputed amounts due and payable hereunder, if any, and VENDOR shall pay to MnCCC all amounts due and payable hereunder, if any. Should this Agreement be terminated for cause or convenience prior to the expiration of the Initial Term or Renewal Term, any amounts due and payable shall be equitably prorated.

### **2. Return of Subscriber Data**

Upon the termination of this Agreement VENDOR shall, within one (1) business day following the termination of this Agreement, provide MnCCC without charge and without any conditions or contingencies whatsoever (including, but not limited to, payment of any fees due to VENDOR), with a final copy of the source code of the most current software version, and all then-current documentation. VENDOR shall also certify to MnCCC the destruction of any/all data or software versions within the

possession or control of VENDOR, but such destruction shall occur only after the current version source code has been returned to MnCCC and verified as fully functional. This Section shall survive the termination of this Agreement.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed in duplicate or counterpart originals, all of which when taken together shall constitute a single original agreement, entered into by their respective undersigned duly authorized representatives, and intending to be bound thereby.

VENDOR Systems

By: [Signature]

Title: President

Date: 10/18/2017

MnCCC

By: [Signature]

Title: Board Chair

Date: October 12, 2017

MnCCC

By: [Signature]

Title: Executive Director

Date: October 12, 2017

MnCCC

By: Terri L. Janssen

Title: County Attorney User Group Chair

Date: 10-18-17

## ATTACHMENT A

**MCAPS Support Agreement Fee Schedule:** MnCCC will pay STI a quarterly fee as described in the "MCAPS Support Fee Schedule" table below for all support services described in section II.A.-D. If the total support hours in any quarter exceeds 432 hours, STI will be compensated for the additional hours on a time and materials basis in quarter hour increments computed at the applicable hourly rate. At the discretion of the MCAPS Executive Committee, support overages may also be charged against the Infrastructure Modernization Hours. If the total support hours are less than 432 hours in any one-quarter, MnCCC will receive an hour-for-hour credit up to 72 hours, computed at the rates in the "MCAPS Support Fee Schedule". These hours will be banked and will be used at the discretion of the MCAPS Executive Committee or credited against future support overages. The quarterly fee and support hours requirements may be adjusted annually by mutual agreement of both parties in a Work Order format.

The MCAPS Support Fee Schedule:

| Contract Year | Annual Support Fee | Quarterly Support Fee | Hourly Rate for Billable Enhancements and Project Work |
|---------------|--------------------|-----------------------|--|
| Year 1        | \$450,000          | \$112,500.00          | \$165.00   |
| Year 2        | \$463,500          | \$115,875.00          | \$170.00   |
| Year 3        | \$477,405          | \$119,351.25          | \$175.00   |
| Year 4        | \$491,727          | \$122,931.75          | \$180.00   |
| Year 5        | \$506,479          | \$126,619.75          | \$185.00   |
|               |                    |                       |  |
|               |                    |                       |  |
|               |                    |                       |  |

Other Fees/Reimbursements:

- Travel time hourly rate is 1/2 of the applicable billable rate.
- For the contract term, STI's incurred mileage would be reimbursable at the appropriate annual IRS approved rate.
- All other travel expenses would be reimbursed at cost.
- Onsite fee for installation work is a minimum of four (4) hours.

## ATTACHMENT B

### Service Level Agreement (SLA) Obligations and Procedures – MCAPS Support

This Agreement defines the SLA requirements referred in the Agreement for all Included Support Services as identified in Section II thereof.

#### Severity Levels, Prioritization, and Response Time Requirements

- Each Support request will be logged into VENDOR's support tracking system and assigned a unique tracking number.
- New Support Requests will be given a label regarding Severity:
  - Severity 1: Critical Business Impact** - MCAPS system is not accessible
  - Severity 2: Significant Business Impact** – An MCAPS component is unavailable to users
  - Severity 3: Some Business Impact** - MCAPS system is fully available, but a significant issue is causing delays or workarounds
  - Severity 4: Minimal Business Impact** - MCAPS system is fully available, but minor issue requires assistance
- Highest priority will be given to Severity 1 issues, with Severity 2, 3, and 4 in descending priority sequence.
- STI will assign initial severity, a MCAPS user can adjust severity designation with MnCCC's approval.
- Response Time Goals:
  - Severity 1** – Within one hour for initial response, with all available VENDOR resources to support until MCAPS system is up and running again. VENDOR resources will work 7 days a week, 24 hours a day until all Severity 1 issues are solved. VENDOR will provide regular updates to the MCAPS user on the status and resolution of Severity 1 issues. MnCCC and the affected MCAPS user shall be notified if the issue is not resolved in 4 hours. The notification shall include an expected time to resolution. This update notification shall occur every 4 hours until the issue is resolved.
  - Severity 2** – Within two hours for initial response, subject to ongoing Severity 1 priorities, with all available resources to support issue resolution until the issue is solved. Regular updates (at least at every 20 hour work interval) will be provided by VENDOR to MCAPS user. Escalation to designated MnCCC and VENDOR management-personnel is required after 20 working hours if the issue has not been resolved. VENDOR will work on these issues during normal business hours.

**Severity 3** – Within four hours for initial response, subject to ongoing Severity 1 and 2 priorities. Regular updates (at least at every 40 hour work interval) will be provided by VENDOR to MCAPS user. Escalation to designated MnCCC and client personnel is required after 60 working hours if the issue has not been resolved. VENDOR will work on these issues during normal business hours.

**Severity 4** – Within eight hours for initial response, subject to ongoing Severity 1, 2 and 3 priorities. VENDOR will work on during normal business hours. These issues are expected to be resolved within a commercially reasonable time. No escalation of these types of issues is required unless the issue has not been resolved to MnCCC's satisfaction within three months. After three months escalation of the issue must be made to MnCCC, and the affected MCAPS user.

### **Hours of Service**

VENDOR Support for MCAPS will be staffed and available from 8:00 A.M. to 5:00 P.M. central time, Monday through Friday, excluding federal government holidays, day after Thanksgiving, or other holidays as established.

### **Boundaries of Service**

The focus of VENDOR's support is the MCAPS systems and while many other factors can affect the availability and performance of MCAPS, VENDOR will engage and assist in problem determination until an acceptable resolution is reached. Issues not covered by MCAPS support services may include:

- Internal county/agency IT responsible systems
- Another vendor/application support not related to MCAPS
- Microsoft core operating systems, except as related to Microsoft standard updates that MCAPS must operate under/or with.
- Billable services from VENDOR (for a project outside of MCAPS Support Agreement)

Examples of services not covered under the MCAPS Support Agreement:

- 3<sup>rd</sup> party software fees or support unless the 3<sup>rd</sup> party software is part of the MCAPS application.
- Server migrations and server setup.
- Operating System updates or troubleshooting (servers), except as related to standard updates that MCAPS must operate under / or with.

- Applying OS updates to application and/or web server updates.
- Networking issues internal to county or agency.
- PC issues or PC troubleshooting, except as related to standard updates that MCAPS must operate under / or with.
- MCAPS user's network remote connection issues.
- Issues controlled by State of Minnesota (other than modifications required to conform MCAPS to applicable Minnesota law compliance requirements).
- Issues caused or initiated by county/agency that impact MCAPS that require VENDOR assistance to resolve (i.e. user error - approving budget prematurely and needing to manually "fix" data).
- Support for non-MCAPS applications or other user systems.
- Future 3<sup>rd</sup> party fees (if any) for what is currently "freeware" embedded within MCAPS (i.e. need examples, etc.) These must be identified ASAP by VENDOR by a written report supplied to MnCCC within 90 days of contract signing.

### **Customer Responsibilities**

- MCAPS users will support their own requests for support with timely communication during and after problem resolution.
- MCAPS users will provide a high speed remote access capability to VENDOR, as needed, to help resolve support issues. VENDOR agrees to follow the individual and user requirements for this connectivity.
- MCAPS users will beta test releases and sign off prior to general release, unless the beta testing requirement is expressly waived for a specific release by the County Attorney Executive Committee or committee authorized by the County Attorney User Group Executive Committee.
- Users need to supply as much detail of the issue to the VENDOR help desk as possible. Examples of information needed is:
  - Knowing if the issue is isolated, or happening multiple times and to different MCAPS users.
  - If the problem can readily be recreated, knowing the specific steps that caused the issue.
  - Knowing if any changes have occurred in the local system/network environment (new levels of operating system, or hardware, or web server, etc.).
  - If any local diagnostics were run, being able to share them with VENDOR.
  - Sharing screen shots of issue, or error code.

## Reporting

- VENDOR will provide MnCCC approved reports to MnCCC concerning the following aspects of MCAPS Support. These reports shall be supplied at least monthly, or on a different schedule mutually agreed to by MnCCC, and VENDOR
  - Volume of Support Issues (new vs. resolved).
  - Resolution Type for Support Issues.
  - Volume of Issues by reporting agencies.
  - Trends in support.
  - Severity 1, 2, 3, 4 issues reported/resolved.
  - "Bugs" fixed/pending.
  - Enhancements completed/pending.
  - Modernization activities status and hours usage.

**ATTACHMENT C  
Sample Work Order**

**MCAPS Work Order  
(PROJECT TITLE)  
Work Order Number: (insert number)**

**Objective:** (describe project objective)

**Scope of Services:** (describe project scope, including things that are and are not included)

**Deliverables:** (describe deliverables to be provided upon completion)

**Description of Work to be Performed:**

**Software Version to be Enhanced:** (starting point version)

**Design Process:** (describe the process by which the project will be designed, including the number of hours expected)

Design Process Completion Date:

**Development Process:** (describe the development process, including the number of hours expected)

Development Completion Date:

**Testing Process:** (describe the testing process)

**Alpha Testing:** (describe the alpha testing process, including the number of hours expected)

Alpha Testing Completion Date:

**Beta Testing:** (describe the beta testing process, including any hours expected)

Beta Testing Completion Date:

**Documentation:** (describe the documentation process, including the number of hours expected)

**Reporting:** (describe the schedule of status and other reports for this project)

**Acceptance Criteria:**

The completion date for this project is (insert project completion date). On or before that date the following acceptance criteria shall have been met:

1. (insert project specific criteria)
2. All beta testers have signed off that the objective has been met and any/all bugs and errors have been resolved.
3. Any herein described documentation received by MnCCC.
4. VENDOR accounting of hours and other costs received by MnCCC.

**Costs and Payment Terms:**

**Costs:**

(insert project costs)

Maximum costs for this Work Order are described herein and no additional costs shall be authorized without an amendment to this Work Order. Any additional design, development and/or testing hours required to meet the specified scope that are not herein described shall be at VENDOR's expense.

**Payment Terms:** VENDOR shall receive 25 percent of the payment of the anticipated costs upon approval of this Work Order. VENDOR shall receive payment of all remaining costs based on meeting defined project deliverables up to the total amount described in this Work Order.

The parties agree to this Work Order. Changes to this Work Order can only be made by mutual consent, documented in writing and signed by the parties.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

Executive Committee Chair

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

MnCCC

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

VENDOR

009577/921105/2546536\_2

## BOARD RATIFICATION STATEMENT

The Board of Artkin County has ratified the PROFESSIONAL SERVICES AGREEMENT BETWEEN MINNESOTA COUNTIES COMPUTER COOPERATIVE And STRATEGIC TECHNOLOGIES INCORPORATED for the maintenance and support of MCAPS.

The Agreement will be effective January 1, 2018 through December 31, 2022. This Agreement commits the participating members for the term of the contract and the financial obligations associated with this contract.

Signed: \_\_\_\_\_  
Board Chair

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

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

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



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Minnesota Libraries Publishing PProject

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

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|  |   |
|--|---|
| <b>Presenter (Name and Title):</b><br>Sarah Hawkins, ECRL Resource Librarian | <b>Estimated Time Needed:</b><br>20 minutes |
|--|---|

**Summary of Issue:**

At the County Board's request Sarah Hawkins, ECRL Resource Librarian will give the Board a presentation on the Minnesota Libraries Publishing Project.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

4A  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Mille Lacs Scenic Byway Presentation

|  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA | <b>Action Requested:</b>                                 | <input type="checkbox"/> Direction Requested        |
| <input type="checkbox"/> CONSENT AGENDA            | <input type="checkbox"/> Approve/Deny Motion             | <input checked="" type="checkbox"/> Discussion Item |
| <input type="checkbox"/> INFORMATION ONLY          | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing*       |

*\*provide copy of hearing notice that was published*

|                                     |   |
|-------------------------------------|---|
| <b>Submitted by:</b><br>Ross Wagner | <b>Department:</b><br>Economic Development & Forest Ind |
|-------------------------------------|---|

|   |   |
|---|---|
| <b>Presenter (Name and Title):</b><br>Ross Wagner, Economic Development & Forest Industry Coordinator | <b>Estimated Time Needed:</b><br>15 Minutes |
|---|---|

**Summary of Issue:**  
 A Mille Lacs Scenic Byway committee has been meeting for the purpose of designating the State Highways around Mille Lacs Lake as an official "Scenic Byway". Grassroots organizations nominate Scenic Byways and engage in planning, conservation, preservation and marketing activities. Four state agencies, MN DNR, MN DOT, Explore Minnesota and the Minnesota Historical Society, partner with the grassroot organization and local governments on byway projects. Minnesota Scenic Byway federal funding is available through MN DOT. Penny Simonson, East Central Regional Development Commission is spearheading the effort and will be present for further discussion. Rob Muggs, Muggs on Mille Lacs, Wahkon, is the committee chair.

A resolution of support may be asked for. If so, I will work with Penny to develop one and have it available for the next Board meeting.

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

**Recommended Action/Motion:**

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

## Lake Mille Lacs Scenic Byway



Enhancing the lake experience.

Scenic Byways beckon the traveling public to experience our region's rich beauty, historic past, cultures, traditions, and diversity. People from around the state and beyond are drawn to the forest, shoreline and Lake Mille Lacs. They also come to experience life "up north at the lake" that reflects the cultures of the people who built the communities and those who live and work here today. Increasingly, people everywhere want to visit authentic places.

Why a Lake Mille Lacs Scenic Byway? Everyone loves to travel along the lake. We have favorite roadways that could be preserved and improved through a scenic byway designation. The roadways and the lake are regarded as a special resource, worthy of work toward some kind of official designation. By doing so, it allows our community to protect and promote its unique qualities.

There is a process to a scenic byways designation. We want to give it some thought before we plunge in. If done well, the steps taken now will lead to an excited community. Building local support at every stage of the process is absolutely crucial. How effective we are at developing our scenic byway plan depends directly on the ideas, energy, interest and expertise of many people.

We're asking for participation early in this process, and often. We're hoping to identify where our support is and work toward those strengths. Planning a scenic byway is an exciting and dynamic process, but it requires commitment to see it through to completion.

Our initial group of advocates will provide the engine that drives the process. With luck, and a little persuasion, we're hoping to find local individuals who can work together, who especially value the route, and who have contacts and influence on others in our community. We are looking for people who might welcome the opportunity to explore, discover, and share the qualities of our route with the goal to increase tourism and economic development, plus maintain this community resource—Lake Mille Lacs into the future. To learn how you can be involved, contact [penny.simonsen@ecrhc.org](mailto:penny.simonsen@ecrhc.org) or 320.679.4065x23



# Board of County Commissioners Agenda Request

48

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Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Accept Blandin Broadband Community Grants

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

|                                     |   |
|-------------------------------------|---|
| <b>Submitted by:</b><br>Ross Wagner | <b>Department:</b><br>Economic Development & Forest Ind |
|-------------------------------------|---|

|   |   |
|---|---|
| <b>Presenter (Name and Title):</b><br>Ross Wagner, Economic Development & Forest Industry Coordinator | <b>Estimated Time Needed:</b><br>10 Minutes |
|---|---|

**Summary of Issue:**  
 As part of Aitkin County's participation as a Broadband Community in the Iron Range/Blandin Broadband (Iron Range BC) Communities program, we are once again eligible for grants to enhance broadband use and adoption in Aitkin County. Aitkin County is the administer of the Iron Range BC so the grant will be disbursed to Aitkin County. Aitkin County then in turn grants the funds to the individual organizations who are then in turn responsible for implementing their projects. The grants are listed below. This is the same program that we approved grants for in June. Aitkin County has previously authorized the application to become a Iron Range BC and to be the fiscal agent. This is what should be the final phase of this project.

- o Aitkin High School 4 Wi-Fi enabled busses, \$4,987.00
- o ECRL 14 mobile Wi-Fi hotspots, \$4,530.00
- o Long Lake Conservation Center Foundation, Wi-Fi and bandwidth, \$2,496.00
- o Palisade Wi-Fi Project-Berglund Park, \$4,600.00
- o Aitkin County Administrative, \$1,000.00 for programming and events
- o Total Project Costs are \$22,757.00 Grant is \$17,613.00 local match is \$5,144.00

This has been a great program for Aitkin County, previously we were able to administer grants of \$54,090.00 for Community Centers, Wi-Fi hotspots and more. A full report will be given after the projects are up and running.

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

**Recommended Action/Motion:**  
 Accept Blandin/Iron Range Broadband Community Grants, authorize County Administer as signer.

**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:*  
 These are grants directly from the Blandin Foundation that Aitkin County will pass on to the organizations.



Aitkin  
County

# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Mass Notification System

|  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA | <b>Action Requested:</b>                                 | <input type="checkbox"/> Direction Requested  |
| <input type="checkbox"/> CONSENT AGENDA            | <input checked="" type="checkbox"/> Approve/Deny Motion  | <input type="checkbox"/> Discussion Item      |
| <input type="checkbox"/> INFORMATION ONLY          | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing* |

*\*provide copy of hearing notice that was published*

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

|  |   |
|--|---|
| <b>Presenter (Name and Title):</b><br>Sheriff Scott Turner | <b>Estimated Time Needed:</b><br>10 minutes |
|--|---|

**Summary of Issue:**

Review / replacement of county wide mass notification system. CodeRed (current notification system) vs. Everbridge. Please see the attached.

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

**Recommended Action/Motion:**

Approve Everbridge proposal for mass notification system

**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 currently budgeted expense.



## Aitkin County Mass Notification Comparison

Aitkin County has compiled information from two reliable companies to replace our Sheriff's Office's Mass Notification system.

The Sheriff's Office's current system is CODE RED and has been in place since 2013. The maintenance agreement expires December 31, 2017.

### CODE RED includes :

- Limited to 5 system users
- Unlimited text and email
- Limited to 21,250 System (voice) minutes a year (afterward a charge of .40 per minute)
- Non emergency inter-office notifications and polling
- White & Yellow pages database
- Customizable citizen registration portal
- 4 year contract (expires 12/31/2017)

Issues we currently have with the CODE RED System:

- System is very cumbersome and not user friendly during an incident. (in the last 2 months, Code Red has locked up twice during severe thunderstorms while in the process of sending out alerts.)
- No control over subscriber information. (cannot see subscriber info and remains the property of CODE RED)
- IPAWS integration (for an additional fee)
- Social media integration (for an additional fee)

|  |                       |  |
|--|-----------------------|--|
| <b>TOTAL</b>                                   | <b>\$6,884</b>        |  |
| <b>Automatic Nat'l Weather Alert</b>           | <b>\$1,500</b>        | <b>(currently we do not have this feature)</b> |
| <b><u>GRAND TOTAL (with weather alert)</u></b> | <b><u>\$8,384</u></b> |  |

**Everbridge proposal includes :**

- Unlimited voice, SMS, and email messages for emergency and non-emergency purposes
- Unlimited system users
- Automated polygon-based NWS rebroadcasting
- IPAWS integration
- Social media integration
- White & Yellow pages database (alternatively, you can supply your own data)
- Non emergency inter office notifications and polling
- Fully customizable citizen registration portal
- Aitkin County owns the subscriber data
- Map will show location of subscribers
- Report will indicate if alert was answered or not on specific phone numbers
- 3 year contract (with ability to go year to year for a few hundred dollars more )

|                                       |  |
|---------------------------------------|--|
| <b>TOTAL</b>                          | <b>\$5,000 (training included in price)</b>                            |
| <b>Automatic Nat'l Weather Alerts</b> | <b>\$1,500</b>   |
| <b>One time Set Up Fee 8%</b>         | <b>\$520</b>   |
| <b><u>GRAND TOTAL</u></b>             | <b><u>\$7,020 (1<sup>st</sup> year, after that \$6,500 a year)</u></b> |

Both businesses are well known in the State of Minnesota as they both service many law enforcement agencies. Both programs offer most of the same capabilities, but due to the issues listed above, there are several counties in Minnesota that are now switching to Everbridge.

In Florida half of the state had been using a different system. Those counties have since switched and now the entire state of Florida is currently covered by Everbridge. The system sent out over 20 million notifications in September during Hurricane Irma, and it did not fail or slow down the entire time.



# Board of County Commissioners Agenda Request

6A  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Veterans Services Office Report

|   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> REGULAR AGENDA<br><input type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY  | <b>Action Requested:</b><br><input type="checkbox"/> Approve/Deny Motion<br><input type="checkbox"/> Adopt Resolution (attach draft)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested<br><input checked="" type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Penny Harms   |   | <b>Department:</b><br>Veterans Services  |
| <b>Presenter (Name and Title):</b><br>Penny Harms CVSO  |   | <b>Estimated Time Needed:</b><br>15 minutes  |
| <b>Summary of Issue:</b><br><br>Update on veterans Services Office.   |   |  |
| <b>Alternatives, Options, Effects on Others/Comments:</b>   |   |  |
| <b>Recommended Action/Motion:</b>   |   |  |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$<br>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No      Please Explain: |   |  |



# Board of County Commissioners Agenda Request

7A  
Agenda Item #

**Requested Meeting Date:** November 14, 2017

**Title of Item:** Budget Committee Update

|  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA | <b>Action Requested:</b>                                 | <input type="checkbox"/> Direction Requested        |
| <input type="checkbox"/> CONSENT AGENDA            | <input type="checkbox"/> Approve/Deny Motion             | <input checked="" type="checkbox"/> Discussion Item |
| <input type="checkbox"/> INFORMATION ONLY          | <input type="checkbox"/> Adopt Resolution (attach draft) | <input type="checkbox"/> Hold Public Hearing*       |

*\*provide copy of hearing notice that was published*

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|  |  |
|--|--|
| <b>Presenter (Name and Title):</b><br>Jessica Seibert, County Administration | <b>Estimated Time Needed:</b><br>10-15 minutes |
|--|--|

**Summary of Issue:**

The Budget Committee met on November 7th. Staff will give the Board an update on Tuesday.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Aitkin County Board of Commissioners Agenda Request Form

8

Agenda Item #

**Requested Meeting Date:** November 14, 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)<br>Environment & Natural Resources Policy<br>General Government<br>Health & Human Services<br>Indian Affairs Task Force<br>Public Safety Committee<br>Transportation Policy |                                      |                           | Commissioner Anne Marcotte<br>Commissioner Don Niemi<br>HHS Director Cynthia Bennett<br>Commissioner Laurie Westerlund<br>Commissioner Laurie Westerlund<br>Commissioner Bill Pratt |
| Aitkin Airport Commission  | Monthly                              | 1 <sup>st</sup> Thursday  | Wedel   |
| Aquatic Invasive Species (AIS)   | Monthly                              | 3 <sup>rd</sup> 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 <sup>rd</sup> Wednesday | Wedel   |
| Aitkin Economic Development Administration   | As needed                            |                           | Wedel   |
| Arrowhead Counties Association   | 8 or 9x yearly                       | 1x a month                | Niemi and Marcotte  |
| Arrowhead Economic Opportunity Agency  | Quarterly                            |                           | Westerlund  |
| Arrowhead Regional Development Council   | Monthly                              | 3 <sup>rd</sup> Thursday  | Niemi   |
| ATV Committee  | As needed                            |                           | Pratt and Marcotte  |
| Big Sandy Lake Management Plan   | Monthly                              | 2 <sup>nd</sup> Thursday  | Pratt, Alt. Marcotte  |
| Development Achievement Center   | Monthly                              | 3 <sup>rd</sup> Thursday  | Westerlund, Alt. Niemi  |
| East Central Regional Library Board  | Monthly                              | 2 <sup>nd</sup> Monday    | Niemi   |
| Economic Development   | Monthly                              | 1 <sup>st</sup> Wednesday | 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 <sup>st</sup> Wednesday | Westerlund and Pratt  |
| Historical Society (Liaison)   | Monthly                              | 4 <sup>th</sup> Wednesday | Wedel   |
| HRA  | Monthly                              | 4 <sup>th</sup> 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 <sup>rd</sup> Monday    | Niemi, Alt. Marcotte  |
| Law Library  | Quarterly                            | Set by Judge              | Niemi   |
| McGregor Airport Commission  | Monthly                              | 1 <sup>st</sup> Wednesday | Pratt   |
| Mille Lacs Fisheries Input Group   |                                      |                           | Westerlund  |
| Mille Lacs Watershed   | Monthly                              | 3 <sup>rd</sup> Monday    | Niemi, Westerlund   |
| Mississippi Headwaters Board   | Monthly                              | 3 <sup>rd</sup> 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 <sup>nd</sup> Monday    | Pratt, Alt. Westerlund  |
| Northern Counties Land Use Coordinating Board  | Monthly                              | 1 <sup>st</sup> Thursday  | Marcotte, Alt. Pratt  |
| Ordinance  | As needed                            |                           | Pratt and Marcotte  |
| Personnel/Insurance  | As needed                            |                           | Marcotte and Wedel  |
| Planning Commission  | Monthly                              | 3 <sup>rd</sup> Monday    | Westerlund  |
| Snake River Watershed  | Monthly                              | 4 <sup>th</sup> Monday    | Niemi   |
| Sobriety Court   | Monthly                              | 3 <sup>rd</sup> Tuesday   | Wedel   |
| Solid Waste Advisory   | As needed                            |                           | Pratt and Westerlund  |
| Toward Zero Deaths   | Monthly                              | 2 <sup>nd</sup> Wednesday | Wedel   |
| Tri-County Community Health Services   | Quarterly & as needed                | 2 <sup>nd</sup> Thursday  | Westerlund  |
|  |                                      |                           |   |