

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS March 27, 2018 – BOARD AGENDA

- 9:00 1) Anne Marcotte, County Board Chair**
A) Call to Order
B) Pledge of Allegiance
C) Board of Commissioners Meeting Procedure
D) Approval of Agenda
- 9:02 E) Health & Human Services (see separate HHS agenda)**
- 9:35 Break**
- 9:45 F) Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File March 13, 2018 to March 26, 2018**
 - B) Approve March 13, 2018 County Board Minutes**
 - C) Approve Commissioner Warrants**
 - D) Approve Auditor Warrants - Sales & Use Tax**
 - E) Approve Fire Protection Contracts with City of Hill City Fire Department**
 - F) Approve HHW Agreement with WLSSD**
 - G) Adopt Resolution: 2018 State Boat & Water Agreement**
 - H) Approve Applications for License to Sell Tobacco Products**
 - I) Approve Voting Equipment Grant Agreement and Authorize Signatures**
 - J) Approve Consumption & Display Permit – Minnewawa Sportsmen's Club**
 - K) Approve Asbestos Bid**
 - L) Adopt Resolution: Repurchase Application - Lindholm**
 - M) Approve Out of State Travel Request – John Welle, Highway Department**
- 9:47 3) Jessica Seibert, County Administrator**
A) Aitkin School and Work Force Center Presentation
B) Award Bids – Government Center Project
C) Approve Application for License to Sell Tobacco Products – Westerlund Cenex
- 10:45 4) Terry Neff, Environmental Services Director**
A) Approve Residential Waste Electronics Collection Event
- 10:55 5) Scott Turner, Sheriff**
A) Approve Replacement of Jail Intercom System
B) Annual Sheriff's Office Update – PowerPoint Presentation

11:55 6) Committee Updates

12:30 Adjourn

AITKIN COUNTY BOARD

March 13, 2018

<p>The Aitkin County Board of Commissioners met this 13th day of March, 2018 at 9:02 a.m. with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.</p>	<p>CALL TO ORDER</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the March 13, 2018 agenda.</p>	<p>APPROVED AGENDA</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: February 27, 2018 to March 12, 2018; B) Approve County Board Minutes: February 27, 2018; C) Approve Commissioner Warrants: General Fund \$58,132.17, Road & Bridge \$33,020.44, Trust \$1,596.24, Agency \$566.00, Parks \$52,613.44 for a total of \$145,928.29; D) Approve February Manual Warrants: General Fund \$46,720.55, Road & Bridge \$-4,332.81, Health & Human Services \$3,645.55, Debt Service \$-80.14, State \$30,287.06, Trust \$501.89, Forest Development \$1,173.57, Long Lake Conservation Center \$1,456.62 for a total of \$79,372.29; E) Approve Auditor Warrants – Gas Tax: Road & Bridge \$442,343.21, Taxes & Penalties \$167,338.34 for a total of \$609,681.55; F) Accept (2) Donations to Sobriety Court: 1. \$66.66 from MidMinnesota Federal Credit Union, and 2. \$100.00 from Central Minnesota Teen Challenge; G) Approve Renewal of Consumption & Display Permit – Hidden Meadows Campground; H) Approve Vehicle Purchase – Sheriff's Office</p>	<p>CONSENT AGENDA</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the following Renewal of Consumption & Display (Set Up) Permit:</p>	<p>CONSUMPTION & DISPLAY PERMIT HIDDEN MEADOWS CAMPGROUND</p>
<p>Denny J. Volk, d/b/a Hidden Meadows Campground on Blind Lake – Unorg 48-27 Township</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to accept State bid price from Ford of Hibbing of \$24,625.45 each for (2) 2018 Ford Interceptors/Taurus and \$28,784.95 each for (2) 2018 Ford Utilities/Explorer (SUVs). The total price for all four units is \$106,820.80.</p>	<p>VEHICLE PURCHASE – SHERIFF'S OFFICE</p>
<p>County Administrator Jessica Seibert, along with Travis Feuchtmann, Congegrity Group and Bruce Schwartzmann, BKV Group discussed the initial results of the March 8, 2018 bid opening and asked the Board for direction on adds and deducts for the Aitkin County Government Center project. Board action will be taken at the March 27th County Board meeting after all low bids have been qualified.</p>	<p>INITIAL BID DISCUSSION</p>
<p>Motion for a resolution by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution – Resolution Authorizing Issuance and Sale of General Obligation Capital Improvement Plan Bonds, Series 2018A:</p>	
<p>BE IT RESOLVED by the Board of Commissioners (the Board) of Aitkin County, Minnesota (the County), as follows:</p>	<p>RESOLUTION 20180313-018</p>

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the County to issue its General Obligation Capital Improvement Plan Bonds, Series 2018A, in the approximate aggregate principal amount of \$10,500,000 (the Bonds), pursuant to Minnesota Statutes, Section 373.40 and Chapter 475. The proceeds of the Bonds will be used for the purpose of financing the construction of an addition to the existing County courthouse, public safety and security improvements to existing facilities, the remodeling of existing facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the County's 2017-2022 Five-Year Capital Improvement Plan.

SECTION 2. TERMS OF PROPOSAL. Springsted Incorporated, municipal advisor to the County, has presented to this Board a form of Terms of Proposal for the Bonds which is attached hereto and hereby approved and shall be placed on file by the County Administrator. The Terms of Proposal are hereby adopted as the terms and conditions of the Bonds and of the sale thereof, subject to adjustment for issue price compliance terms that may be required prior to the date of sale. Springsted Incorporated is hereby authorized to solicit proposals for the Bonds on behalf of the County on a competitive basis without requirement of published notice.

SECTION 3. SALE MEETING. This Board shall meet on April 10, 2018, at 11:00 a.m. for the purpose of considering proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

Lance Bauman and Linda Weimer, members of the Aitkin County Fair Foundation updated the Board on the status of the Aitkin County Fair Horse Barn project.

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

WHEREAS, a public meeting was held on March 13, 2018 at 10:00 am at the regular county board meeting and that prior to meeting for the purpose of classifying or reclassifying tax-forfeited lands, the county board gave notice of its intent to meet for that purpose in postings, on the web site, and in the local newspaper, in addition to sending letters to any township, city, and school district in which the properties were located, and

WHEREAS, at the meeting, no objections were raised on any of the attached parcels.

THEREFORE, BE IT RESOLVED, that the Aitkin County tax forfeited parcels be classified as per below.

#	PIN #	Legal	Sec	Twp.	Rge	Classification
1	58-1-004400	McGrath Lot 5 Blk 4	5	43	23	non conservation
2	58-1-007400	McGrath Lots 11 & 12	5	43	23	non

**RESOLUTION
AUTHORIZING
ISSUANCE AND
SALE OF
GENERAL
OBLIGATION
CAPITAL
IMPROVEMENT
PLAN BONDS,
SERIES 2018A**

**HORSE BARN
PROJECT**

**PUBLIC
HEARING –
CLASSIFICATION
OF TAX-
FORFEITED
LANDS**

**RESOLUTION
20180313-019
CLASSIFICATION
OF TAX-
FORFEITED
LANDS**

AITKIN COUNTY BOARD

March 13, 2018

		Blk 6				conservation
3	25-0-054500	W 1/2 SE 1/4	33	44	23	conservation
4	28-0-029100	NE NE	19	44	24	conservation
5	16-0-037000	NW-NW	26	44	25	non conservation
6	16-0-038400	SE-NE	26	44	25	non conservation
7	09-0-032505	N 1/2 of S 1/2 of S 1/2 of Lot 6	19	46	25	non conservation
8	09-0-032507	S 1/2 of N 1/2 of N 1/2 of Lot 6	19	46	25	non conservation
9	24-1-085600	Allie's Duck Pass Lot 1 Blk 2	11	46	26	non conservation
10	24-1-123006	Kellars Addition Pt Lot 1 Blk 4 As in Doc 332705	15	46	26	non conservation
11	07-0-005401	pt W200 ft of SW-SW as in Doc 350908	3	46	27	non conservation
12	15-1-064600	Oppegards Original Townsite Kimberly S 75 ft Lots 1,2, 3 Blk 1	14	47	25	non conservation
13	15-1-065500	Oppegards Original Townsite Kimberly Lot 11 Blk 1	14	47	25	non conservation
14	15-1-065600	Oppegards Original Townsite Kimberly Lot 12 Blk 1	14	47	25	non conservation
15	01-0-041201	pt of NW-NW lying W of CSAH 15	20	47	27	non conservation
16	01-1-127200	Riverside Point Lot 64	16	47	27	conservation
17	01-1-127300	Riverside Point Lot 65	16	47	27	conservation
18	01-1-127400	Riverside Point Lot 66	16	47	27	conservation
19	01-1-127700	Riverside Point Lot 69	16	47	27	conservation
20	01-1-127800	Riverside Point Lot 70	16	47	27	conservation
21	01-1-127900	Riverside Point Lot 71	16	47	27	conservation
22	05-0-021702	E 1/2 of E 1/2 of E 1/2 of NE-SE less .38 ac and less BN RR ROW	17	48	22	non conservation
23	61-1-014200	Tingdales Original Townsite of Tamarack Lot 22 Blk 3	15	48	22	non conservation
24	61-1-014300	Tingdales Original Townsite of Tamarack Lot 23 Blk 3	15	48	22	non conservation
25	61-1-014600	Tingdales Original Townsite of Tamarack Lot 26 Blk 3	15	48	22	non conservation

26	61-1-014700	Tingdales Original Townsite of Tamarack Lot 27 Blk 3	15	48	22	non conservation
27	22-0-043801	Part of SW-NW lying N of Hwy 210 less pt S of N 560 pt	28	48	23	non conservation
28	22-0-043900	Pt SE NW N of Hwy	28	48	23	non conservation
29	59-1-033000	Rodenberg Plat in Town of McGregor Lots 11 & 12 Blk 4	30	48	23	non conservation
30	08-0-055102	W 1/2 SW-SE	33	48	25	non conservation
31	23-0-007600	SE-NE	5	48	26	non conservation
32	23-1-066801	River Park W 200 ft of S 100 of N 400 ft of Outlot C	11	48	26	non conservation
33	51-1-043100	Bon-Aire Estates Lot 4 Blk 1	16	48	27	non conservation
34	29-0-046905	Part E 150 ft Lot 4 in Doc 224883	22	49	23	non conservation
35	29-1-095000	Indian Portage Lot 19 Blk 14	20	49	23	non conservation
36	29-1-208800	Sheshebe Point 2nd Addition Lot 61	22	49	23	non conservation
37	29-1-208900	Sheshebe Point 2nd Addition Lot 62	22	49	23	non conservation
38	29-1-270900	Sheshebe Point 3rd Addition Lot 18 Blk 32	22	49	23	non conservation
39	29-1-508803	Floes Addition Part Outlot A in Doc 224883	22	49	23	non conservation
40	03-0-024200	N 20 Rods of Lot 3	15	50	22	non conservation
41	20-0-016300	SW-NE	11	51	26	non conservation
42	20-1-063200	County Auditors Plat of Swatara Lot 3 Blk 4	20	51	26	non conservation
43	20-1-065900	County Auditors Plat of Swatara Lot 12 Blk 5	20	51	26	non conservation

Motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – TH 210 Corridors of Commerce Project:

WHEREAS, a project to reconstruct Minnesota Trunk Highway 210 from Hassman Corner to the west junction of Minnesota Trunk Highway 65 has been submitted for consideration to the MnDOT Corridors of Commerce Program.

**RESOLUTION
20180313-020
TH 210**

NOW, THEREFORE BE IT RESOLVED that the Aitkin County Board of Commissioners fully supports this project and requests that funding be dedicated to this project through the Corridors of Commerce Program.

Russell Habermann, ARDC/NEMNATP, and John McDonald, MnDOT Representative from District 1 discussed the Aitkin County Transportation Alternatives Program with the Board, and reviewed the proposed 2018-2022 NEMN Area Transportation Partnership Program with the Board.

The Board discussed: AMC Legislative Conference, MRC, Community Awareness Emergency Response Training, Natural Resources Advisory Committee, Historical Society, TZD, Aitkin Airport, Facilities, Hill City Schools Health Fair, NCLUCB, and Sports & Commerce Show.

Motion by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adjourn the meeting at 11:54 a.m. until Tuesday, March 27, 2018 at 9:00 a.m.

**CORRIDORS OF
COMMERCE
PROJECT**

**MNDOT
PRESENTATION**

**BOARD
DISCUSSION**

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

20



Aitkin County

JKK1
3/20/18 12:35PM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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		
86222 Aitkin Independent Age		Synopsis 1/23	00001479	Printing, Publishing & Adv
01-001-000-0000-6230	144.38			
86222 Aitkin Independent Age	144.38	1 Transactions		
248 Association of Mn Counties		AMC Leg Conf - Commissioners	49313	Registration Fee
01-001-000-0000-6241	825.00			
248 Association of Mn Counties	825.00	1 Transactions		
6097 Verizon Wireless		Monthly Mifi Commissioner	78666388100002	Telephone
01-001-000-0000-6250	35.01			
6097 Verizon Wireless	35.01	1 Transactions		
1 DEPT Total:	1,004.39	Commissioners	3 Vendors	3 Transactions
12 DEPT		Court Administration		
8175 Centurylink		Jan Phone Charges		Telephone
01-012-000-0000-6250	73.26			
8175 Centurylink	73.26	1 Transactions		
12 DEPT Total:	73.26	Court Administration	1 Vendors	1 Transactions
40 DEPT		Auditor		
86222 Aitkin Independent Age		1 Year Subscription	00001014	Printing, Publishing & Adv
01-040-000-0000-6230	36.00			
01-040-000-0000-6230	13,954.50	Delinquent Tax list	00001014	Printing, Publishing & Adv
01-040-021-0000-6230	36.00	Lic Center Service Director	00001014	Printing, Publishing & Adv
01-040-021-0000-6230	293.00	Resource Guide	00001496	Printing, Publishing & Adv
86222 Aitkin Independent Age	14,319.50	4 Transactions		
783 Canon Financial Services, Inc		Canon Contract	18387456	Services, Labor, Contracts
01-040-000-0000-6231	220.24			
783 Canon Financial Services, Inc	220.24	1 Transactions		
8175 Centurylink		Jan Phone Charges		Telephone
01-040-000-0000-6250	16.51			
01-040-021-0000-6250	331.93	Local Calls Mar- Apr		License Center- Phone

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	No.	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
8175 Centurylink					348.44						
10185 Centurylink Communications Inc											
		01-040-021-0000-6250			158.49	Feb Long Distance					License Center- Phone
10185 Centurylink Communications Inc					158.49						
1457 CPS Technology Solutions, Inc											
		01-040-000-0000-6231			26.40	Contract maint		374170			Services, Labor, Contracts
1457 CPS Technology Solutions, Inc					26.40						
2214 Holder/Maryann											
		01-040-021-0000-6301			825.00	License Center rent		April 2018			Rentals
2214 Holder/Maryann					825.00						
3390 Minnesota UC Fund											
		01-040-000-0000-6231			10.00	MN unemployment 4th QTR 2017					Services, Labor, Contracts
3390 Minnesota UC Fund					10.00						
86235 The Office Shop Inc											
		01-040-000-0000-6405			19.98	Paper		1041899-0			Office & Computer Supplies
86235 The Office Shop Inc					19.98						
14805 Yunker/Carol											
		01-040-021-0000-6590			15.02	Humidifier Filter		Amazon			Repair & Maintenance Supplies
14805 Yunker/Carol					15.02						
40 DEPT Total:					15,943.07	Auditor		9 Vendors			13 Transactions
42 DEPT						Treasurer					
86222 Aitkin Independent Age											
		01-042-000-0000-6405			36.00	1 year subscription		00001622			Office & Computer Supplies
86222 Aitkin Independent Age					36.00						
8175 Centurylink											
		01-042-000-0000-6250			7.09	Jan Phone Charges					Telephone
8175 Centurylink					7.09						
13651 Cummins- Allison Corp											
		01-042-000-0000-6405			235.00	iFX2 ilol service		5439226			Office & Computer Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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>
13651 Cummins- Allison Corp				
		1 Transactions		
4689 Metro Sales Inc				
01- 042- 000- 0000- 6231				
	135.00	Ricoh Contract	INV1023466	Services, Labor, Contracts
		03/07/2018	06/06/2018	
4689 Metro Sales Inc				
	135.00		1 Transactions	
86235 The Office Shop Inc				
01- 042- 000- 0000- 6405				
	5.95	Paper	297511- 0	Office & Computer Supplies
86235 The Office Shop Inc				
	5.95		1 Transactions	
14330 US Bank				
01- 042- 000- 0000- 6625				
	117.53	Copier contract	352534614	Office Equipment
14330 US Bank				
	117.53		1 Transactions	
42 DEPT Total:	536.57	Treasurer	6 Vendors	6 Transactions
43 DEPT		Assessor		
10452 AT&T Mobility				
01- 043- 000- 0000- 6250				
	210.34	Monthly wireless	287250162187	Telephone
10452 AT&T Mobility				
	210.34		1 Transactions	
8175 Centurylink				
01- 043- 000- 0000- 6250				
	33.09	Jan Phone Charges		Telephone
8175 Centurylink				
	33.09		1 Transactions	
4641 Holiday Credit Office				
01- 043- 000- 0000- 6511				
	446.48	Fuel & Car Wash Feb	1400000147443	Gas And Oil
4641 Holiday Credit Office				
	446.48		1 Transactions	
86235 The Office Shop Inc				
01- 043- 000- 0000- 6405				
	223.44	Copier contract	297212- 0	Office, Film & Computer Supplies
86235 The Office Shop Inc				
	223.44		1 Transactions	
6097 Verizon Wireless				
01- 043- 000- 0000- 6250				
	149.14	Cell phone Feb	68069088200001	Telephone
6097 Verizon Wireless				
	149.14		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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
43 DEPT Total:		Assessor	5 Vendors	5 Transactions
1,062.49				
44 DEPT		Central Services		
8175 Centurylink		Jan Phone Charges		Telephone
01-044-000-0000-6250	14.18			
8175 Centurylink	14.18		1 Transactions	
10185 Centurylink Communications Inc		mar - apr toll free		Telephone
01-044-000-0000-6250	0.25			
10185 Centurylink Communications Inc	0.25		1 Transactions	
3336 Office Of MN. IT Services		Feb 18 Usage	DV18020382	Services, Labor, Contracts
01-044-000-0000-6231	1,300.00			
3336 Office Of MN. IT Services	1,300.00		1 Transactions	
44 DEPT Total:		Central Services	3 Vendors	3 Transactions
1,314.43				
49 DEPT		Information Technologies		
5398 CDW Government, Inc		5 as400 tapes ibm	1BTMGVV	Computer Supplies & Software
01-049-000-0000-6402	114.70			
5398 CDW Government, Inc	114.70		1 Transactions	
8175 Centurylink		Jan Phone Charges		Telephone
01-049-000-0000-6250	250.51			
8175 Centurylink	250.51		1 Transactions	
88880 Datacomm Computers & Networks Inc		APC RBC4 Battery	10435	Computer Supplies & Software
01-049-000-0000-6402	39.00			
88880 Datacomm Computers & Networks Inc	39.00		1 Transactions	
49 DEPT Total:		Information Technologies	3 Vendors	3 Transactions
404.21				
52 DEPT		Administration/Personnel Dept		
86222 Aitkin Independent Age		Position vacancies	00001483	Printing, Publishing & Adv
01-052-000-0000-6230	168.34			
86222 Aitkin Independent Age	168.34		1 Transactions	
2992 APG Media of MN				

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
		Amount		
01-052-000-0000-6230		122.00		Printing, Publishing & Adv
01-052-000-0000-6230		13.60		Printing, Publishing & Adv
2992 APG Media of MN		108.40		2 Transactions
248 Association of Mn Counties				
01-052-000-0000-6241		275.00	49313	Registration Fee
248 Association of Mn Counties		275.00		1 Transactions
8175 Centurylink				
01-052-000-0000-6250		63.81		Telephone
8175 Centurylink		63.81		1 Transactions
12048 McDowell Agency, Inc./The				
01-052-000-0000-6234		227.00	98969	Background Check Fee
12048 McDowell Agency, Inc./The		227.00		1 Transactions
6097 Verizon Wireless				
01-052-000-0000-6250		26.02	78666388100002	Telephone
6097 Verizon Wireless		26.02		1 Transactions
52 DEPT Total:		868.57	6 Vendors	7 Transactions
60 DEPT				
86222 Aitkin Independent Age				
01-060-000-0000-6230		55.98	00001014	Printing, Publishing & Adv
86222 Aitkin Independent Age		55.98		1 Transactions
1160 Craguns Conference Center				
01-060-000-0000-6340		152.10		Meals
1160 Craguns Conference Center		152.10		1 Transactions
3390 Minnesota UC Fund				
01-060-000-0000-6267		0.19		Unemployment Compensation
3390 Minnesota UC Fund		0.19		1 Transactions
60 DEPT Total:		208.27	3 Vendors	3 Transactions
90 DEPT				
				Attorney

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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>
117 Aitkin County Sheriff		Cell phone	18-0040	Telephone
01-090-000-0000-6250				
117 Aitkin County Sheriff		18.07		
		18.07		
			1 Transactions	
86222 Aitkin Independent Age		1 year subscription	00001624	Law Publ. & Subscriptions
01-090-000-0000-6406				
86222 Aitkin Independent Age		72.00		
		72.00		
			1 Transactions	
783 Canon Financial Services, Inc		Contract charge 38	18404338	Office & Computer Supplies
01-090-000-0000-6405				
		359.91		
			04/19/2018	
783 Canon Financial Services, Inc		03/20/2018		
		359.91		
			1 Transactions	
8175 Centurylink		Jan Phone Charges		Telephone
01-090-000-0000-6250				
8175 Centurylink		54.36		
		54.36		
			1 Transactions	
10185 Centurylink Communications Inc		mar - apr toll free		Telephone
01-090-000-0000-6250				
10185 Centurylink Communications Inc		0.59		
		0.59		
			1 Transactions	
89541 Culligan		Monthly water supplies	150x00954701	Drug & Forfeiture Ms387.213
01-090-000-0000-6213				
89541 Culligan		50.75		
		50.75		
			1 Transactions	
3242 Minnesota CLE		MN DWI Deskbook	INV890032	Law Publ. & Subscriptions
01-090-000-0000-6406				
		141.30		
		141.30		
			INV890092	Law Publ. & Subscriptions
3242 Minnesota CLE		MN DWI Deskbook		
		282.60		
			2 Transactions	
3273 Mn Co Attorneys Assn		Rec, Inv & Return form	200003762	Law Publ. & Subscriptions
01-090-000-0000-6406				
		220.00		
		40.00		
			200003774	Law Publ. & Subscriptions
3273 Mn Co Attorneys Assn		County Atty directory		
		260.00		
			2 Transactions	
9489 Redwood Toxicology Laboratory, Inc		Testing for defendants	12289120181	Drug & Forfeiture Ms387.213
01-090-000-0000-6213				
9489 Redwood Toxicology Laboratory, Inc		36.07		
		36.07		
			1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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		Office supplies	1041248-0	Office & Computer Supplies
01-090-000-0000-6405				
180.93				
01-090-000-0000-6405		Dust off cleaner	1041702-0	Office & Computer Supplies
48.75				
01-090-000-0000-6405		Wireless mouse	1041702-1	Office & Computer Supplies
27.99				
86235 The Office Shop Inc				
257.67		3 Transactions		
5173 Thomson Reuters- West Publishing		West information charges	837793466	Law Publ. & Subscriptions
01-090-000-0000-6406				
1,301.14		Law publications	837885644	Law Publ. & Subscriptions
419.50				
01-090-000-0000-6406				
5173 Thomson Reuters- West Publishing				
1,720.64		2 Transactions		
90 DEPT Total:		Attorney	11 Vendors	16 Transactions
3,112.66				
100 DEPT		Recorder		
8175 Centurylink		Jan Phone Charges		Telephone
01-100-000-0000-6250				
18.91				
8175 Centurylink			1 Transactions	
18.91				
3951 Pro West & Associates, Inc		LINK Page update	2224	Services, Labor, Contracts- Land Records
01-100-195-0000-6231		11/01/2017	12/02/2017	
486.79				
3951 Pro West & Associates, Inc			1 Transactions	
486.79				
86235 The Office Shop Inc		Recording labels	1042174-0	Office & Computer Supplies
01-100-000-0000-6405				
212.28				
86235 The Office Shop Inc			1 Transactions	
212.28				
100 DEPT Total:		Recorder	3 Vendors	3 Transactions
717.98				
110 DEPT		Courthouse Maintenance		
8175 Centurylink		Jan Phone Charges		Phone
01-110-000-0000-6250				
7.09				
8175 Centurylink			1 Transactions	
7.09				
1754 Garrison Disposal Company, Inc			48854	Garbage
01-110-000-0000-6255				
583.47				
1754 Garrison Disposal Company, Inc			1 Transactions	
583.47				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No.	Account/Formular	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
2186	Hillyard Inc - Kansas City		266.85	602870448	Janitorial Supplies
	01-110-000-0000-6422				
	01-110-000-0000-6422		227.33-	800347726	Janitorial Supplies
2186	Hillyard Inc - Kansas City		39.52		2 Transactions
9692	Minnesota Energy Resources Corporation				
	01-110-000-0000-6254		1,710.85		MN Energy Bill
9692	Minnesota Energy Resources Corporation		1,710.85		1 Transactions
4399	Sell Hardware Inc				
	01-110-000-0000-6231		11.00	3012168	Courtroom 3 keys
4399	Sell Hardware Inc		11.00		1 Transactions
110	DEPT Total:		2,351.93		Courthouse Maintenance
				5 Vendors	6 Transactions
120	DEPT				Service Officer
8175	Centurylink				
	01-120-000-0000-6250		42.59		Jan Phone Charges
8175	Centurylink		42.59		1 Transactions
10185	Centurylink Communications Inc				
	01-120-000-0000-6250		3.63		mar - apr toll free
10185	Centurylink Communications Inc		3.63		1 Transactions
13602	Hughley/Josh				
	01-120-000-0000-6330		62.30	140@.445	CVSO Meeting Mileage
13602	Hughley/Josh		62.30		1 Transactions
86235	The Office Shop Inc				
	01-120-000-0000-6405		79.92	1041949-0	Moving boxes
86235	The Office Shop Inc		79.92		1 Transactions
3518	Voyageur Press Of Mcgregor/The				
	01-120-000-0000-6230		162.00	37386	Veterans Benefits Ad
3518	Voyageur Press Of Mcgregor/The		162.00		1 Transactions
120	DEPT Total:		350.44		Service Officer
				5 Vendors	5 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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
122	DEPT		Planning & Zoning		
86222	Aitkin Independent Age		Notice of hearing 2/26	00001482	Printing, Publishing & Adv
	01- 122- 000- 0000- 6230	31.50			
86222	Aitkin Independent Age			1 Transactions	
	01- 122- 000- 0000- 6250	28.36	Jan Phone Charges		Telephone
8175	Centurylink			1 Transactions	
	01- 122- 000- 0000- 6250	28.36			
4641	Holiday Credit Office		P & Z Fuel	1400000135321	Gas And Oil
	01- 122- 000- 0000- 6511	20.75			
4641	Holiday Credit Office			1 Transactions	
	01- 122- 000- 0000- 6350	50.00	PC Meeting	2/26/18	Per Diem
	01- 122- 038- 0000- 6330	20.71	Mileage PC Meeting	38@.545	Boa/Pc Mileage
14832	Kulifaj / Stephen			2 Transactions	
	01- 122- 000- 0000- 6350	70.71			
11990	Lange/David		PC Meeting Mileage	112@.545	Boa/Pc Mileage
	01- 122- 038- 0000- 6330	61.04	PC Meeting	2/26/18	Per Diem
	01- 122- 000- 0000- 6350	50.00	PC Onsite	2018- 002753	Per Diem
11990	Lange/David			3 Transactions	
	01- 122- 000- 0000- 6240	10.00			
121.04					
2953	MACPZA		Membership Pete Gansen		Dues
	01- 122- 000- 0000- 6240	50.00			
2953	MACPZA			1 Transactions	
	01- 122- 000- 0000- 6267	50.00			
778.38			MN unemployment 4th QTR 2017		Unemployment Compensation
3390	Minnesota UC Fund			1 Transactions	
	01- 122- 000- 0000- 6267	778.38			
5516	Paquette/Jeremy M		PC Meeting	2/26/18	Per Diem
	01- 122- 000- 0000- 6350	50.00	MC Meeting Mileage	71@.545	Boa/Pc Mileage
	01- 122- 038- 0000- 6330	38.70			
5516	Paquette/Jeremy M			2 Transactions	
	01- 122- 000- 0000- 6820	88.70			
14836	R. J. Meyer		Refund of App 2018- 002789		Refunds & Reimbursements
	01- 122- 000- 0000- 6820	250.00			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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>
14836 R. J. Meyer		250.00	1 Transactions	
4010 Rasley Oil Company				
01- 122- 000- 0000- 6511		22.45	Feb Gas	AITCOZOS Gas And Oil
4010 Rasley Oil Company		22.45	1 Transactions	
11047 Rekucki/Frank J				
01- 122- 000- 0000- 6820		300.00	Refund App fee	UID#195043 Refunds & Reimbursements
11047 Rekucki/Frank J		300.00	1 Transactions	
13424 Sonnee/Dennise J				
01- 122- 000- 0000- 6350		50.00	PC Meeting	2/26/18 Per Diem
01- 122- 038- 0000- 6330		27.25	PC Mileage	50@.545 Boa/Pc Mileage
13424 Sonnee/Dennise J		77.25	2 Transactions	
14833 Value Payment Systems				
01- 122- 000- 0000- 6820		800.00	Full refund UID#195017	Refunds & Reimbursements
01- 122- 000- 0000- 6820		500.00	Full refund App2017- 002729	Refunds & Reimbursements
14833 Value Payment Systems		1,300.00	2 Transactions	
10895 Westerlund/Laurie Ann				
01- 122- 038- 0000- 6330		22.89	PC Meeting Mileage	42@.545 Boa/Pc Mileage
10895 Westerlund/Laurie Ann		22.89	1 Transactions	
122 DEPT Total:		3,162.03	Planning & Zoning	14 Vendors 20 Transactions
123 DEPT			Coroner	
988 Hennepin Co Medical Centers				
01- 123- 000- 0000- 6260		101.00	ME 18- 00359	Medex 022421 Autopsies- - Pathologist, Xrays, Etc
988 Hennepin Co Medical Centers		101.00	1 Transactions	
3987 Ramsey County Medical Examiner				
01- 123- 000- 0000- 6260		1,400.00	ME 18- 00359	Medex 022421 Autopsies- - Pathologist, Xrays, Etc
3987 Ramsey County Medical Examiner		1,400.00	1 Transactions	
123 DEPT Total:		1,501.00	Coroner	2 Vendors 2 Transactions
200 DEPT			Enforcement	

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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>
86467 Auto Value Aitkin 01- 200- 000- 0000- 6302		27.98	40116377	Car Maintenance
86467 Auto Value Aitkin		27.98	1 Transactions	
13522 BluePearl Veterinary Partners 01- 200- 019- 0000- 6231		1,023.76	38800	Services, Labor, Contracts
13522 BluePearl Veterinary Partners		1,023.76	1 Transactions	
783 Canon Financial Services, Inc 01- 200- 000- 0000- 6231		181.45	18347268	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		181.45	1 Transactions	
8175 Centurylink 01- 200- 000- 0000- 6250		151.25		Telephone
8175 Centurylink		151.25	1 Transactions	
10185 Centurylink Communications Inc 01- 200- 000- 0000- 6250		6.64		Telephone
10185 Centurylink Communications Inc		6.64	1 Transactions	
1059 CMI, Inc. 01- 200- 000- 0000- 6405		170.00	8010647	Office Supplies
1059 CMI, Inc.		170.00	1 Transactions	
1946 Guida/Daniel 01- 200- 003- 0000- 6332		120.00		Hotels / Motels
1946 Guida/Daniel		120.00	1 Transactions	
4641 Holiday Credit Office 01- 200- 000- 0000- 6511		196.25	1400000288942	Gas And Oil
4641 Holiday Credit Office		196.25	1 Transactions	
2925 L & M Supply, Inc. 01- 200- 019- 0000- 6405		4.49	8510220	Office & Computer Supplies
01- 200- 000- 0000- 6405		39.98	8533062	Office Supplies
2925 L & M Supply, Inc.		44.47	2 Transactions	
10412 O'Reilly Auto Parts 01- 200- 000- 0000- 6302		9.98	1878- 385922	Car Maintenance

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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
10412 O'Reilly Auto Parts				
		1 Transactions		
3760 Palisade Cooperative Oil Assoc				
01- 200- 000- 0000- 6511	20.10	Gas #209	397055	Gas And Oil
3760 Palisade Cooperative Oil Assoc	20.10			
		1 Transactions		
13864 Sandberg/Kristi				
01- 200- 000- 0000- 6150	1,000.00	April 2018 Insurance		Health Insurance- Employer
13864 Sandberg/Kristi	1,000.00			
		1 Transactions		
13934 Tire Barn				
01- 200- 000- 0000- 6302	764.41	Oil change, tires #224	42167	Car Maintenance
01- 200- 000- 0000- 6302	43.35	Oil change #206	42231	Car Maintenance
01- 200- 000- 0000- 6302	57.98	Oil change #217	42309	Car Maintenance
01- 200- 000- 0000- 6302	11.99	Wiper blade #217	42442	Car Maintenance
13934 Tire Barn	877.73			
		4 Transactions		
4870 Turner/Scott A.				
01- 200- 000- 0000- 6409	117.63	ICLD Leadership text books	Amazon	Deputy Supplies
4870 Turner/Scott A.	117.63			
		1 Transactions		
9642 WEX BANK				
01- 200- 000- 0000- 6511	5,287.31	Fuel	53222606	Gas And Oil
9642 WEX BANK	5,287.31			
		1 Transactions		
200 DEPT Total:	9,234.55	Enforcement	15 Vendors	19 Transactions
203 DEPT		Snowmobile		
9642 WEX BANK				
01- 203- 000- 0000- 6511	376.51	Fuel	53222606	Gas And Oil
9642 WEX BANK	376.51			
		1 Transactions		
203 DEPT Total:	376.51	Snowmobile	1 Vendors	1 Transactions
206 DEPT		Forfeitures		
117 Aitkin County Sheriff				
01- 206- 000- 0000- 6409	21.75	Forfeited vehicle title		Forfeiture Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formu	Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of	Name
117	Aitkin County Sheriff					
			1 Transactions			
86467	Auto Value Aitkin					
	01- 206- 000- 0000- 6409		16.99	40116450		Forfeiture Supplies
86467	Auto Value Aitkin		16.99			
			1 Transactions			
206	DEPT Total:		38.74	2 Vendors		2 Transactions
			Forfeitures			
252	DEPT		Corrections			
14834	Billy Habisch					
	01- 252- 000- 0000- 5541		100.00			Pay To Stay Incounty Boarding Mn641.12
14834	Billy Habisch		100.00			
			1 Transactions			
8175	Centurylink					
	01- 252- 000- 0000- 6250		479.76			Telephone
8175	Centurylink		479.76			
			1 Transactions			
10185	Centurylink Communications Inc					
	01- 252- 000- 0000- 6250		6.64			Telephone
10185	Centurylink Communications Inc		6.64			
			1 Transactions			
5583	Crawford Supply Company					
	01- 252- 252- 0000- 6408		106.80	961174		Commissary Supplies
5583	Crawford Supply Company		106.80			
			1 Transactions			
88628	Dalco					
	01- 252- 000- 0000- 6422		510.00	3290281		Janitorial Supplies
88628	Dalco		510.00			
			1 Transactions			
2186	Hillyard Inc - Kansas City					
	01- 252- 000- 0000- 6422		620.34	602900423		Janitorial Supplies
2186	Hillyard Inc - Kansas City		620.34			
			1 Transactions			
2340	Hyytinen Hardware Hank					
	01- 252- 000- 0000- 6590		9.30	1443987		Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590		16.34	1445004		Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590		16.99	1445925		Repair & Maintenance Supplies
2340	Hyytinen Hardware Hank		42.63			
			3 Transactions			

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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>
<u>Amount</u>				
5503 Keefe Supply Company 01- 252- 252- 0000- 6408		467.82	Commissary supplies	961165 Commissary Supplies
5503 Keefe Supply Company		467.82	1 Transactions	
13844 McKesson Medical Surgical 01- 252- 000- 0000- 6262		500.12	OTC Meds, med supplies	22643542 Medical Expenses & Supplies - Inmates
13844 McKesson Medical Surgical		500.12	1 Transactions	
13691 MEnD Correctional Care, PLLC 01- 252- 000- 0000- 6262		7,226.53	Healthcare services March 18	3123 Medical Expenses & Supplies - Inmates
13691 MEnD Correctional Care, PLLC		7,226.53	1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea 01- 252- 000- 0000- 6254		242.33	Shelter/Tower electric	34- 54- 015- 01 Utilities & Heating
3160 Mille Lacs Energy Coop- Albert Lea		242.33	1 Transactions	
89765 Minnesota Elevator, Inc 01- 252- 000- 0000- 6231		178.27	Monthly service	741203 Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		178.27	1 Transactions	
9692 Minnesota Energy Resources Corporation 01- 252- 000- 0000- 6254		3,049.55	MN Energy Bill	Utilities & Heating
9692 Minnesota Energy Resources Corporation		3,049.55	1 Transactions	
3789 Pan- O- Gold Baking Company 01- 252- 000- 0000- 6418		180.82	Groceries	10002418060024 Groceries
01- 252- 000- 0000- 6418		160.80	Groceries	10002418067030 Groceries
3789 Pan- O- Gold Baking Company		341.62	2 Transactions	
11947 Phoenix Supply 01- 252- 000- 0000- 6424		378.02	Inmate supplies	14076 Inmate Supplies
01- 252- 000- 0000- 6424		86.93	Inmate supplies	14086 Inmate Supplies
11947 Phoenix Supply		464.95	2 Transactions	
9499 Reliance Telephone Systems, Inc 01- 252- 252- 0000- 6406		1,300.00	Phone cards	D- 20859 Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,300.00	1 Transactions	
12214 Shopko Store Operating Co. LLC				

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12214 Shopko Store Operating Co. LLC		10 Gal Dual SW	272968	Office & Computer Supplies
			1 Transactions	
4761 Sysco Minnesota Inc				
01- 252- 000- 0000- 6418		Damaged on truck	153253838	Groceries
01- 252- 000- 0000- 6418		Groceries	153257980	Groceries
01- 252- 000- 0000- 6418		Groceries	153258473	Groceries
01- 252- 000- 0000- 6418		Damaged on truck	153259614	Groceries
01- 252- 000- 0000- 6418		Groceries	153262388	Groceries
01- 252- 000- 0000- 6418		Groceries	153266443	Groceries
4761 Sysco Minnesota Inc			6 Transactions	
11608 Thrifty White Pharmacy- McGregor				
01- 252- 000- 0000- 6262		February	52914536063080	Medical Expenses & Supplies - Inmates
11608 Thrifty White Pharmacy- McGregor			1 Transactions	
9642 WEX BANK				
01- 252- 000- 0000- 6330		Fuel	53222606	Prisoner Transportation & Travel
9642 WEX BANK			1 Transactions	
252 DEPT Total:		25,807.73	Corrections	20 Vendors 29 Transactions
253 DEPT			Sentence to Serve	
8175 Centurylink				
01- 253- 000- 0000- 6250		4.73	Jan Phone Charges	Telephone
8175 Centurylink		4.73	1 Transactions	
1430 Dotzler Power Equipment				
01- 253- 000- 0000- 6405		43.90	Chainsaw chain	1754 Operating Supplies
1430 Dotzler Power Equipment		43.90	1 Transactions	
253 DEPT Total:		48.63	Sentence to Serve	2 Vendors 2 Transactions
255 DEPT			General Crime Victim Grant	
8175 Centurylink				
01- 255- 000- 0000- 6250		14.18	Jan Phone Charges	Telephone
8175 Centurylink		14.18	1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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>
255 DEPT Total:		General Crime Victim Grant	1 Vendors	1 Transactions
257 DEPT		Community Corrections		
248 Association of Mn Counties		MACCAC Reg fee	49576	Registration Fee
01- 257- 251- 0000- 6241	625.00			
248 Association of Mn Counties	625.00		1 Transactions	
8175 Centurylink		Jan Phone Charges		Telephone
01- 257- 000- 0000- 6220	106.35			
8175 Centurylink	106.35		1 Transactions	
4641 Holiday Credit Office		Gas charges	1400000155373	Gas/Vehicle Fuel Charges
01- 257- 251- 0000- 6335	20.81	Gas charges	1400000155373	Gas/Vehicle Fuel Charges
01- 257- 255- 0000- 6335	16.56	Gas charges	1400000155373	Gas/Vehicle Fuel Charges
01- 257- 257- 0000- 6335	11.77			
4641 Holiday Credit Office	49.14		3 Transactions	
11406 Innovative Office Solutions		Office supplies	IN1952616	Office Supplies
01- 257- 000- 0000- 6405	63.13			
11406 Innovative Office Solutions	63.13		1 Transactions	
11894 KINDRED FAMILY FOCUS - STANDARD		DS Foster Care Jan		Juvenile Detention
01- 257- 255- 0000- 6204	1,062.26	01/01/2018	01/31/2018	
01- 257- 255- 0000- 6204	2,130.52	DS Foster Care Feb		Juvenile Detention
		02/01/2018	02/28/2018	
11894 KINDRED FAMILY FOCUS - STANDARD	3,192.78		2 Transactions	
11997 Minnesota Monitoring		Elec home monitoring	5164	Equipment Rental
01- 257- 267- 0000- 6341	3,158.75			
11997 Minnesota Monitoring	3,158.75		1 Transactions	
14088 Patras/Michael R.		DOC Home Investigation HC	70@.445	Mileage
01- 257- 257- 0000- 6330	31.15			
14088 Patras/Michael R.	31.15		1 Transactions	
3810 Paulbeck's County Market		Cake, ice for graduation	9277299	Sobriety Crt Expenses
01- 257- 022- 0000- 6406	32.96			

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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				
3810 Paulbeck's County Market				
		1 Transactions		
9489 Redwood Toxicology Laboratory, Inc				
01- 257- 267- 0000- 6274	98.00	Testing	02239920182	Drug Testing Fee
01- 257- 267- 0000- 6274	6.00	Testing for defendants	12289120181	Drug Testing Fee
9489 Redwood Toxicology Laboratory, Inc	104.00	2 Transactions		
88086 Snyder's Foster Group Home				
01- 257- 255- 0000- 6204	3,427.00	Juvenile Detention fees		Juvenile Detention
		02/01/2018 02/28/2018		
88086 Snyder's Foster Group Home	3,427.00	1 Transactions		
11030 Tougas/Janet				
01- 257- 257- 0000- 6330	47.62	Check ins & client visits	107@.445	Mileage
01- 257- 251- 0000- 6330	58.74	Conference training mileage	132@.445	Mileage
11030 Tougas/Janet	106.36	2 Transactions		
6097 Verizon Wireless				
01- 257- 257- 0000- 6215	54.52	Cell phone	84210569900001	Wireless Telephone Services
6097 Verizon Wireless	54.52	1 Transactions		
13951 West Central Regional Juvenile Center				
01- 257- 267- 0000- 6283	450.00	CORE Outpatient services	31- JV- 16- 3008	Professional Services
13951 West Central Regional Juvenile Center	450.00	1 Transactions		
257 DEPT Total:	11,401.14	Community Corrections	13 Vendors	18 Transactions
280 DEPT		Emergency Management		
10185 Centurylink Communications Inc				
01- 280- 000- 0000- 6250	1.16	mar - apr toll free		Telephone
10185 Centurylink Communications Inc	1.16	1 Transactions		
280 DEPT Total:	1.16	Emergency Management	1 Vendors	1 Transactions
390 DEPT		Environmental Health (FBL)		
8175 Centurylink				
01- 390- 000- 0000- 6250	9.45	Jan Phone Charges		Telephone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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>
8175 Centurylink		1 Transactions		
4641 Holiday Credit Office 01-390-000-0000-6511	41.47	FBL Fuel	1400000135321	Gas And Oil
4641 Holiday Credit Office	41.47	1 Transactions		
12486 Leitinger/Michelle 01-390-000-0000-6330	6.00	Parking for Duluth meeting	3/1/18	Transportation & Travel & Parking
12486 Leitinger/Michelle	6.00	1 Transactions		
390 DEPT Total:	56.92	Environmental Health (FBL)	3 Vendors	3 Transactions
391 DEPT		Solid Waste		
248 Association of Mn Counties 01-391-000-0000-6241	275.00	Terry Neff Registraton	49313	Registration Fee
248 Association of Mn Counties	275.00	1 Transactions		
8175 Centurylink 01-391-000-0000-6250	4.73	Jan Phone Charges		Telephone
8175 Centurylink	4.73	1 Transactions		
1754 Garrison Disposal Company, Inc 01-391-060-0000-6360	7,282.26	Montly recycling		Recycling Contract
1754 Garrison Disposal Company, Inc	7,282.26	1 Transactions		
4641 Holiday Credit Office 01-391-000-0000-6511	61.03	Solid Waste fuel	1400000135321	Gas And Oil
4641 Holiday Credit Office	61.03	1 Transactions		
2953 MACPZA 01-391-000-0000-6240	125.00	Membership Terry Neff		Dues
2953 MACPZA	125.00	1 Transactions		
3503 Neff/Terry B. 01-391-000-0000-6340	20.50	Dinner, AMC Leg Conf		Meals
01-391-000-0000-6340	13.88	Dinner, AMC Leg Conf		Meals
01-391-000-0000-6330	99.24	SWAA Training	223@.445	Transportation & Travel & Parking
3503 Neff/Terry B.	133.62	3 Transactions		

Aitkin County



JKK1
3/20/18 12:35PM
1 General Fund

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. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<u>Amount</u>				
4010 Rasley Oil Company 01-391-000-0000-6511		Feb Gas	AITCOZOS	Gas And Oil
4010 Rasley Oil Company			1 Transactions	
6097 Verizon Wireless 01-391-000-0000-6250		Cell phone Feb	28625229900001	Telephone
6097 Verizon Wireless			1 Transactions	
391 DEPT Total:		Solid Waste	8 Vendors	10 Transactions
600 DEPT		Ag Society, Soil & Water, Ag Inspect		
91345 Elvecrog/Roberta C 01-600-552-0000-6350		Snake River Watershed	2/26/18	SRW Per Diem
91345 Elvecrog/Roberta C			1 Transactions	
600 DEPT Total:		Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions
601 DEPT		Extension		
8175 Centurylink 01-601-000-0000-6250		Jan Phone Charges		Telephone
8175 Centurylink			1 Transactions	
11187 Regents Of The University of Minnesota 01-601-000-0000-6262		4- H Program Coord billing	300019715	Univ Of Minn Contracts
		01/01/2018 03/31/2018		
11187 Regents Of The University of Minnesota			1 Transactions	
601 DEPT Total:		Extension	2 Vendors	2 Transactions
711 DEPT		Economic Development		
8175 Centurylink 01-711-000-0000-6250		Jan Phone Charges		Telephone
8175 Centurylink			1 Transactions	
711 DEPT Total:		Economic Development	1 Vendors	1 Transactions
1 Fund Total:		General Fund		186 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
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
301	DEPT		R&B Administration		
86222	Aitkin Independent Age		YEARLY SUBSCRIPTION		Supplies And Materials
	03- 301- 000- 0000- 6400				
86222	Aitkin Independent Age			1 Transactions	
36.00					
36.00					
14828	Mankato City Center Hotel				
	03- 301- 000- 0000- 6296		MCHAA ANNUAL MTG ROOM/MEALS	SARAH OLSEN	Meeting Expense/Physicals
14828	Mankato City Center Hotel			1 Transactions	
337.75					
337.75					
14838	University of MN - College of Cont Prof				
	03- 301- 000- 0000- 6296		MCHAA ANNUAL MEETING	SARAH OLSEN	Meeting Expense/Physicals
14838	University of MN - College of Cont Prof			1 Transactions	
225.00					
225.00					
301	DEPT Total:		R&B Administration	3 Vendors	3 Transactions
598.75					
302	DEPT		R&B Engineering/Construction		
14830	Bryce Thompson				
	03- 302- 000- 0000- 6296		MILEAGE- AGG PRO MNDOT CLASS- 3		Meeting Expense/Physicals
14830	Bryce Thompson			1 Transactions	
197.38					
197.38					
302	DEPT Total:		R&B Engineering/Construction	1 Vendors	1 Transactions
197.38					
303	DEPT		R&B Highway Maintenance		
195	Aitkin Tire Shop				
	03- 303- 000- 0000- 6590		TIRE	0- 057569	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		REPAIR LABOR	0- 057578	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		REPAIR PARTS	0- 057578	Repair & Maintenance Supplies
425.00					
100.00					
241.00					
195	Aitkin Tire Shop			3 Transactions	
766.00					
7628	Al's Welding & Sandblasting				
	03- 303- 000- 0000- 6590		REPAIR LABOR	0- 9915	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		REPAIR PARTS	0- 9915	Repair & Maintenance Supplies
125.00					
9.38					
7628	Al's Welding & Sandblasting			2 Transactions	
134.38					
12106	Antoine Electric				
	03- 303- 000- 0000- 6298		AITKIN SHOP	16527	Shop Maintenance
12106	Antoine Electric			1 Transactions	
72.00					
72.00					

Aitkin County



JKK1
3/20/18 12:35PM
3 Road & Bridge

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>
10452 AT&T Mobility 03- 303- 000- 0000- 6254		PAUL'S IPAD SVC	287266104878X0	Utilities
10452 AT&T Mobility			1 Transactions	
8175 Centurylink 03- 303- 000- 0000- 6254		Jan Phone Charges		Utilities
8175 Centurylink			1 Transactions	
11411 Charter Communications 03- 303- 000- 0000- 6254		PHONE: HWY OFFICE	0- 022823030918	Utilities
11411 Charter Communications			1 Transactions	
5484 Darlow Excavating 03- 303- 000- 0000- 6825		PLOWING		Maintenance Agreements
5484 Darlow Excavating			1 Transactions	
8500 Diamond Mowers, Inc 03- 303- 000- 0000- 6590		REPAIR PARTS	0- 138026- IN	Repair & Maintenance Supplies
8500 Diamond Mowers, Inc			1 Transactions	
8521 Force America Distributing, LLC 03- 303- 000- 0000- 6590		REPAIR PARTS	IN001- 1220193	Repair & Maintenance Supplies
8521 Force America Distributing, LLC			1 Transactions	
13468 G & K Services 03- 303- 000- 0000- 6298		SHOP LAUNDRY	6043210573	Shop Maintenance
03- 303- 000- 0000- 6298		SHOP LAUNDRY	6043216349	Shop Maintenance
13468 G & K Services			2 Transactions	
1754 Garrison Disposal Company, Inc 03- 303- 000- 0000- 6254		FEB MCGREGOR SHOP	38375	Utilities
1754 Garrison Disposal Company, Inc			1 Transactions	
1829 Goble's Sewer Service Inc. 03- 303- 000- 0000- 6298		SWATARA SHOP	7625	Shop Maintenance
1829 Goble's Sewer Service Inc.			1 Transactions	
2340 Hyytinen Hardware Hank 03- 303- 000- 0000- 6298		SWATARA SHOP SUPPLIES	1443397	Shop Maintenance

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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- 6298	10.99	AITKIN SHOP SUPPLIES	1444116	Shop Maintenance
03- 303- 000- 0000- 6298	18.98	JACOBSON SHOP SUPPLIES	1444682	Shop Maintenance
03- 303- 000- 0000- 6298	179.98	SWATARA SHOP SUPPLIES	1444880	Shop Maintenance
03- 303- 000- 0000- 6590	1.40	REPAIR PARTS	1445134	Repair & Maintenance Supplies
03- 303- 000- 0000- 6521	36.99	MAILBOX REPAIR	1445746	Maintenance Supplies
2340 Hyytinen Hardware Hank	262.33			6 Transactions
7705 Isle Automotive Corp				
03- 303- 000- 0000- 6590	22.08	REPAIR PARTS	119121971	Repair & Maintenance Supplies
7705 Isle Automotive Corp	22.08			1 Transactions
2763 J & H Transfer Station-Lakes Sanitary				
03- 303- 000- 0000- 6254	93.89	MAR AITKIN	136514	Utilities
03- 303- 000- 0000- 6254	57.65	MAR PALISADE	136515	Utilities
2763 J & H Transfer Station-Lakes Sanitary	151.54			2 Transactions
91187 Lake Country Power				
03- 303- 000- 0000- 6254	82.54	JAN- FEB JACOBSON	1400073000	Utilities
03- 303- 000- 0000- 6254	631.82	FEB- MAR SWATARA	140946401	Utilities
03- 303- 000- 0000- 6254	61.41	JAN- FEB CSAH 14	141979801	Utilities
03- 303- 000- 0000- 6254	54.73	JAN- FEB CSAH 6	141979901	Utilities
91187 Lake Country Power	830.50			4 Transactions
2831 Little Falls Machine Inc				
03- 303- 000- 0000- 6590	2,473.31	REPAIR PARTS	351449	Repair & Maintenance Supplies
2831 Little Falls Machine Inc	2,473.31			1 Transactions
7899 Locators & Supplies, Inc				
03- 303- 000- 0000- 6298	404.39	AITKIN SHOP SUPPLIES	0263579- IN	Shop Maintenance
03- 303- 000- 0000- 6298	281.96	AITKIN SHOP SUPPLIES	0263730- IN	Shop Maintenance
03- 303- 000- 0000- 6298	65.55	AITKIN SHOP SUPPLIES	0263789- IN	Shop Maintenance
7899 Locators & Supplies, Inc	751.90			3 Transactions
14038 Lube- Tech & Partners, LLC				
03- 303- 000- 0000- 6298	309.15	AITKIN SHOP SUPPLIES	1117377	Shop Maintenance
14038 Lube- Tech & Partners, LLC	309.15			1 Transactions
2941 M R Sign Co Inc				
03- 303- 000- 0000- 6516	284.35	MISSISSIPPI RIVER SIGN- CSAH 1	199069	Signs & Posts

Aitkin County



JKK1
3/20/18 12:35PM
3 Road & Bridge

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>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
2941 M R Sign Co Inc		284.35		
			1 Transactions	
2991 Malmo Market				
03- 303- 000- 0000- 6513		35.71	GASOLINE	32360 Motor Fuel & Lubricants
03- 303- 000- 0000- 6298		23.57	GAS/SHOP SUPPLIES	33632 Shop Maintenance
03- 303- 000- 0000- 6513		34.66	GASOLINE	33632 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		33.93	GASOLINE	34849 Motor Fuel & Lubricants
2991 Malmo Market		127.87		
			4 Transactions	
10824 Maney International Inc				
03- 303- 000- 0000- 6590		102.64	REPAIR PARTS	774882X1 Repair & Maintenance Supplies
10824 Maney International Inc		102.64		
			1 Transactions	
3100 McGregor Oil				
03- 303- 000- 0000- 6513		6.90	DISCOUNT	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		52.18	GASOLINE	10776 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		35.99	GASOLINE	10778 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		56.03	GASOLINE	10779 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		43.95	GASOLINE	10780 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		40.63	GASOLINE	10781 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		57.74	GASOLINE	10782 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		42.04	GASOLINE	10783 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		1,318.35	SWATARA DIESEL	1838 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		1,264.30	PALISADE DIESEL	1839 Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		658.00	JACOBSON DIESEL	1847 Motor Fuel & Lubricants
3100 McGregor Oil		3,562.31		
			11 Transactions	
12927 Midwest Machinery Co.				
03- 303- 000- 0000- 6590		179.32	FILTERS	1604769 Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		410.54	REPAIR PARTS	1607514 Repair & Maintenance Supplies
12927 Midwest Machinery Co.		589.86		
			2 Transactions	
5917 Mike's Bobcat Service				
03- 303- 000- 0000- 6825		500.00	PLOWING	FEB 2018 Maintenance Agreements
5917 Mike's Bobcat Service		500.00		
			1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea				
03- 303- 000- 0000- 6254		847.63	POWER: PALISADE	18- 52- 026- 01 Utilities
03- 303- 000- 0000- 6254		56.37	169 & CSAH 3	19- 23- 010- 01 Utilities

Aitkin County



JKK1
3/20/18 12:35PM
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
	Amount			
03- 303- 000- 0000- 6254	244.66	POWER: MCGREGOR	29- 53- 003- 01	Utilities
03- 303- 000- 0000- 6254	1,625.08	POIWER: AITKIN	33- 52- 007- 02	Utilities
03- 303- 000- 0000- 6254	59.76	169 & CSAH 28	39- 62- 022- 01	Utilities
03- 303- 000- 0000- 6254	37.68	CSAH 12	40- 06- 000- 01	Utilities
03- 303- 000- 0000- 6254	62.49	47 & CSAH 2	54- 51- 104- 01	Utilities
3160 Mille Lacs Energy Coop- Albert Lea	2,933.67			7 Transactions
9692 Minnesota Energy Resources Corporation				
03- 303- 000- 0000- 6297	1,227.84	NAT GAS: AITKIN SHOP	FEB	Shop Fuel
9692 Minnesota Energy Resources Corporation	1,227.84			1 Transactions
14835 Minnesota Occupational Health				
03- 303- 000- 0000- 6296	301.00	Pre employment physical	285542	Meeting Expense/Physicals
14835 Minnesota Occupational Health	301.00			1 Transactions
8678 Morton Salt				
03- 303- 000- 0000- 6518	1,425.60	DE- ICING SALT	5401534125	De- Icing Salt
8678 Morton Salt	1,425.60			1 Transactions
8446 Northern Star Coop Service				
03- 303- 000- 0000- 6297	1,421.30	LP: SWATARA SHOP	94545	Shop Fuel
8446 Northern Star Coop Service	1,421.30			1 Transactions
8436 Northland Parts				
03- 303- 000- 0000- 6590	66.40	REPAIR PARTS	357205	Repair & Maintenance Supplies
8436 Northland Parts	66.40			1 Transactions
10720 Nuss Truck & Equipment				
03- 303- 000- 0000- 6590	51.94	REPAIR PARTS	6106772P	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	54.14	REPAIR PARTS	6106886P	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	1,424.58	REPAIR PARTS	6106993P	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	30.62	REPAIR PARTS	6107137P	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	154.70	REPAIR LABOR	638412	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	81.19	REPAIR PARTS	638412	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	460.00-	REPAIR PARTS	CM6105745P	Repair & Maintenance Supplies
10720 Nuss Truck & Equipment	1,337.17			7 Transactions
4010 Rasley Oil Company				
03- 303- 000- 0000- 6513	63.69	GASOLINE	31190	Motor Fuel & Lubricants

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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>		
03- 303- 000- 0000- 6513		58.85	GASOLINE	31194	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		69.60	GASOLINE	31196	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		38.11	GASOLINE	31198	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		57.29	GASOLINE	31208	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		52.04	GASOLINE	31215	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		67.44	GASOLINE	31240	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		58.43	GASOLINE	31269	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		50.19	GASOLINE	31319	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		43.69	GASOLINE	31354	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		50.61	GASOLINE	31359	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		48.36	GASOLINE	31367	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		29.74	GASOLINE	31448	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		47.25	GASOLINE	31451	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		53.37	GASOLINE	31507	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		49.06	GASOLINE	31573	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		53.20	GASOLINE	31616	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		57.75	GASOLINE	31654	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		47.08	GASOLINE	31668	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		38.02	GASOLINE	31677	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		42.93	GASOLINE	31736	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		86.86	GASOLINE	31816	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		44.28	GASOLINE	31846	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		49.56	GASOLINE	31887	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		44.26	GASOLINE	31892	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		26.55	GASOLINE	31914	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		46.33	GASOLINE	31921	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		69.21	GASOLINE	31923	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		38.11	GASOLINE	32110	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		58.77	GASOLINE	32120	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		45.54	GASOLINE	32134	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		59.14	GASOLINE	32165	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		58.55	GASOLINE	32180	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		58.63	GASOLINE	32182	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		39.07	GASOLINE	32418	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		28.24	DIESEL	32425	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		36.23	GASOLINE	32467	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		56.38	GASOLINE	32470	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		52.80	GASOLINE	32511	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		58.61	GASOLINE	32514	Motor Fuel & Lubricants

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
3 Road & Bridge

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No.</u> <u>Account/Formular</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
4010 Rasley Oil Company		24.16 2,057.98	GASOLINE 41 Transactions	32522 Motor Fuel & Lubricants
4070 Riley Auto Supply				
03-303-000-0000-6298		109.90	AITKIN SHOP SUPPLIES	595014 Shop Maintenance
03-303-000-0000-6590		1.09	REPAIR PARTS	595044 Repair & Maintenance Supplies
03-303-000-0000-6590		186.76	REPAIR PARTS	595059 Repair & Maintenance Supplies
03-303-000-0000-6590		340.33	REPAIR PARTS	595124 Repair & Maintenance Supplies
03-303-000-0000-6590		54.58	REPAIR PARTS	595211 Repair & Maintenance Supplies
03-303-000-0000-6590		67.67	REPAIR PARTS	595310 Repair & Maintenance Supplies
03-303-000-0000-6590		130.26	REPAIR PARTS	595370 Repair & Maintenance Supplies
03-303-000-0000-6590		90.98	REPAIR PARTS	595405 Repair & Maintenance Supplies
03-303-000-0000-6298		7.86	AITKIN SHOP SUPPLIES	595550 Shop Maintenance
03-303-000-0000-6298		364.99	MCGRATH SHOP SUPPLIES	595602 Shop Maintenance
03-303-000-0000-6590		15.42	REPAIR PARTS	595614 Repair & Maintenance Supplies
03-303-000-0000-6298		13.99	JACOBSON SHOP SUPPLIES	595687 Shop Maintenance
4070 Riley Auto Supply		1,383.83	12 Transactions	
14827 Snow Wheel System, Inc				
03-303-000-0000-6590		1,211.00	REPAIR PARTS	7955 Repair & Maintenance Supplies
14827 Snow Wheel System, Inc		1,211.00	1 Transactions	
4711 Sunnys Citgo				
03-303-000-0000-6513		53.64	GASOLINE	1010799 Motor Fuel & Lubricants
03-303-000-0000-6513		80.00	GASOLINE	1013789 Motor Fuel & Lubricants
03-303-000-0000-6513		51.10	GASOLINE	1016262 Motor Fuel & Lubricants
03-303-000-0000-6513		54.85	GASOLINE	1016385 Motor Fuel & Lubricants
03-303-000-0000-6513		60.31	GASOLINE	1016949 Motor Fuel & Lubricants
03-303-000-0000-6513		61.00	GASOLINE	1016955 Motor Fuel & Lubricants
03-303-000-0000-6513		73.35	GASOLINE	1017078 Motor Fuel & Lubricants
4711 Sunnys Citgo		434.25	7 Transactions	
90805 Temco				
03-303-000-0000-6590		18.70	REPAIR PARTS	22358 Repair & Maintenance Supplies
90805 Temco		18.70	1 Transactions	
12125 Titan Machinery				
03-303-000-0000-6590		422.03	REPAIR PARTS	10495429GP Repair & Maintenance Supplies
03-303-000-0000-6590		234.72	REPAIR PARTS	10523684GP Repair & Maintenance Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
3 Road & Bridge

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12125 Titan Machinery		REPAIR PARTS	10528728GP	Repair & Maintenance Supplies
		3 Transactions		
10431 Verizon Business		FEB- HWY OFFICE	4227948181802	Utilities
10431 Verizon Business		1 Transactions		
6097 Verizon Wireless		FEB- DEPT CELL PHONES	9802723512	Utilities
6097 Verizon Wireless		1 Transactions		
4988 Viking Industrial Center		AITKIN SHOP SUPPLIES	3131241	Shop Maintenance
4988 Viking Industrial Center		1 Transactions		
13833 WALTERS/JOHN		WORK BOOT REIMBURSEMENT	BERMEL'S	Safety Footwear
13833 WALTERS/JOHN		1 Transactions		
8605 Wayne's Sanitation Llc		GARBAGE: MCGRATH	278207	Utilities
8605 Wayne's Sanitation Llc		1 Transactions		
8279 Winzer Corporation		AITKIN SHOP SUPPLIES	6066885	Shop Maintenance
8279 Winzer Corporation		AITKIN SHOP SUPPLIES	6066886	Shop Maintenance
8279 Winzer Corporation		2 Transactions		
5295 Ziegler Inc		6' CUTTING/PLOW EDGES	PC190074231	Repair & Maintenance Supplies
5295 Ziegler Inc		REPAIR LABOR	PC190074270	Repair & Maintenance Supplies
5295 Ziegler Inc		4' PLOW BLADES	PC190074476	Repair & Maintenance Supplies
5295 Ziegler Inc		REPAIR PARTS	SW190022692	Repair & Maintenance Supplies
5295 Ziegler Inc		REPAIR LABOR	SW190022692	Repair & Maintenance Supplies
5295 Ziegler Inc		5 Transactions		
303 DEPT Total:		R&B Highway Maintenance	45 Vendors	150 Transactions
3 Fund Total:		Road & Bridge		154 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
5 Health & Human Services

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
400	DEPT		Public Health Department		
8175	Centurylink				
	05- 400- 440- 0410- 6250		0.38 Feb Phone Charges		Telephone
	05- 400- 440- 0410- 6250		15.88 Jan Phone Charges		Telephone
	05- 400- 440- 0410- 6250		70.90 Jan Phone Charges		Telephone
8175	Centurylink		87.16	3 Transactions	
10185	Centurylink Communications Inc				
	05- 400- 440- 0410- 6250		5.69 mar - apr toll free		Telephone
10185	Centurylink Communications Inc		5.69	1 Transactions	
1457	CPS Technology Solutions, Inc				
	05- 400- 440- 0410- 6300		11.27 Contract maint	374170	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		11.27	1 Transactions	
400	DEPT Total:		104.12	Public Health Department	3 Vendors 5 Transactions
420	DEPT		Income Maintenance		
8175	Centurylink				
	05- 420- 600- 4800- 6250		0.78 Feb Phone Charges		Telephone
	05- 420- 600- 4800- 6250		32.76 Jan Phone Charges		Telephone
	05- 420- 600- 4800- 6250		210.34 Jan Phone Charges		Telephone
	05- 420- 640- 4800- 6250		108.71 Jan Phone Charges		Telephone
8175	Centurylink		352.59	4 Transactions	
10185	Centurylink Communications Inc				
	05- 420- 600- 4800- 6250		11.72 mar - apr toll free		Telephone
10185	Centurylink Communications Inc		11.72	1 Transactions	
1457	CPS Technology Solutions, Inc				
	05- 420- 600- 4800- 6300		23.23 Contract maint	374170	Maintenance/Service Contracts
	05- 420- 640- 4800- 6300		35.20 Contract maint	374170	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		58.43	2 Transactions	
420	DEPT Total:		422.74	Income Maintenance	3 Vendors 7 Transactions
430	DEPT		Social Services		
8175	Centurylink				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
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
	05- 430- 700- 4800- 6250		Feb Phone Charges		Telephone
	05- 430- 700- 4800- 6250		Jan Phone Charges		Telephone
	05- 430- 700- 4800- 6250		Jan Phone Charges		Telephone
8175	Centurylink				
		Amount			
		1.20			
		50.62			
		397.04			
		448.86			
			3 Transactions		
10185	Centurylink Communications Inc				
	05- 430- 700- 4800- 6250		mar - apr toll free		Telephone
10185	Centurylink Communications Inc				
		18.12			
		18.12			
			1 Transactions		
1457	CPS Technology Solutions, Inc				
	05- 430- 700- 4800- 6300		Contract maint	374170	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc				
		35.90			
		35.90			
			1 Transactions		
430	DEPT Total:	502.88	Social Services	3 Vendors	5 Transactions
5	Fund Total:	1,029.74	Health & Human Services		17 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
6 Debt Service

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name
949	DEPT				Courthouse Addition		
86222	Aitkin Independent Age						
	06- 949- 000- 0000- 6231			971.25	Ad for Bids/Govt Center	00001479	Services, Labor, Contracts
86222	Aitkin Independent Age			971.25			1 Transactions
14044	Boarman Kroos Vogel Group Inc						
	06- 949- 000- 0000- 6231			92,417.72	Govt Center project fee	44849	Services, Labor, Contracts
14044	Boarman Kroos Vogel Group Inc			92,417.72			1 Transactions
13545	Contegrity Group, Inc.						
	06- 949- 000- 0000- 6231			23,575.00	Pre Construction phase	2018042	Services, Labor, Contracts
13545	Contegrity Group, Inc.			23,575.00			1 Transactions
949	DEPT Total:			116,963.97	Courthouse Addition	3 Vendors	3 Transactions
6	Fund Total:			116,963.97	Debt Service		3 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
9 State

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>
0	DEPT		Undesignated		
	4580 Mn Dept Of Finance				
	09- 000- 000- 0000- 2030		February Marriage Lic fees		State Fees, Assessments & Surcharges
	4580 Mn Dept Of Finance		1 Transactions		
0	DEPT Total:		180.00 Undesignated	1 Vendors	1 Transactions
9	Fund Total:		180.00 State		1 Transactions

JKK1
3/20/18 12:35PM
10 Trust

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
921	DEPT		Co. Development		
8175	Centurylink		Jan Phone Charges		Telephone
	10- 921- 000- 0000- 6250	2.36			
8175	Centurylink	2.36		1 Transactions	
921	DEPT Total:	2.36	Co. Development	1 Vendors	1 Transactions
923	DEPT		Forfeited Tax Sales		
50	Aitkin Body Shop, Inc		Repairs 11 Ford F150	9685	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	429.00			
50	Aitkin Body Shop, Inc	429.00		1 Transactions	
86222	Aitkin Independent Age		Cancel CD Notice	00001519	Printing, Publishing & Adv
	10- 923- 000- 0000- 6230	346.50			
	10- 923- 000- 0000- 6230	57.75	Tree planting notice	00001519	Printing, Publishing & Adv
86222	Aitkin Independent Age	404.25		2 Transactions	
170	Aitkin Motor Company		LOF 667	17029	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	45.76			
	10- 923- 000- 0000- 6590	227.48	LOF 798	17230	Repair & Maintenance Supplies
170	Aitkin Motor Company	273.24		2 Transactions	
11960	ASAP Towing		Tow Ford plow truck	6077	Services, Labor, Contracts
	10- 923- 000- 0000- 6231	135.00			
11960	ASAP Towing	135.00		1 Transactions	
10452	AT&T Mobility		Cell phone	287257204209	Utilities
	10- 923- 000- 0000- 6254	130.61			
10452	AT&T Mobility	130.61		1 Transactions	
86467	Auto Value Aitkin		Car wash solution	40115878	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	8.49			
86467	Auto Value Aitkin	8.49		1 Transactions	
8175	Centurylink		Jan Phone Charges		Telephone
	10- 923- 000- 0000- 6250	28.36			
8175	Centurylink	28.36		1 Transactions	
4641	Holiday Credit Office				

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		
4641	Holiday Credit Office		875.58	February gas	1400000134961
			875.58	1 Transactions	Gas And Oil
2410	Jacobs/Mark H				
	10- 923- 000- 0000- 6330		117.48	Mileage MACLC Meeting	264@.445
2410	Jacobs/Mark H		117.48	1 Transactions	Transportation & Travel
3100	McGregor Oil				
	10- 923- 000- 0000- 6511		109.08	Feb Gas	AITKINLA
3100	McGregor Oil		109.08	1 Transactions	Gas And Oil
4010	Rasley Oil Company				
	10- 923- 000- 0000- 6511		1,160.68	February Gas	AITCOL&PS
4010	Rasley Oil Company		1,160.68	1 Transactions	Gas And Oil
4070	Riley Auto Supply				
	10- 923- 000- 0000- 6590		204.86	Fifth wheel trailer repair	595107
	10- 923- 000- 0000- 6590		7.58	Oil for piston bully	595665
4070	Riley Auto Supply		212.44	2 Transactions	Repair & Maintenance Supplies Repair & Maintenance Supplies
13934	Tire Barn				
	10- 923- 000- 0000- 6590		43.35	LOF #315	42248
13934	Tire Barn		43.35	1 Transactions	Repair & Maintenance Supplies
923	DEPT Total:		3,927.56	Forfeited Tax Sales	13 Vendors
					16 Transactions
926	DEPT				
	5173 Thomson Reuters- West Publishing			Law Library	
	10- 926- 000- 0000- 6408		748.91	Library Subscription	837705661
	5173 Thomson Reuters- West Publishing		748.91	1 Transactions	Law Books
926	DEPT Total:		748.91	Law Library	1 Vendors
					1 Transactions
10	Fund Total:		4,678.83	Trust	18 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
11 Forest Development

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	No.	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description
						Service Dates	Paid On Bhf #	On Behalf of Name
924 DEPT						Forest Resource		
10452 AT&T Mobility		11- 924- 000- 0000- 6250			69.66	Cell phone	287257204209	Telephone
10452 AT&T Mobility					69.66	1 Transactions		
12526 Bixby/James		11- 924- 000- 0000- 6350			35.00	Nat Resource Committee	3/12/2018	Per Diem
		11- 924- 000- 0000- 6330			34.88	Milage Nat Resource Comm.	64@.545	Transportation & Travel
12526 Bixby/James					69.88	2 Transactions		
589 Blomberg/Judith		11- 924- 000- 0000- 6350			35.00	Nat Resources Committee	3/12/18	Per Diem
		11- 924- 000- 0000- 6330			17.55	Mileage Nat Resource Comm	32.2@.545	Transportation & Travel
589 Blomberg/Judith					52.55	2 Transactions		
91022 Courtemanche/Richard		11- 924- 000- 0000- 6330			16.46	NRAC meeting Mlg	37@.445	Transportation & Travel
91022 Courtemanche/Richard					16.46	1 Transactions		
2270 Hoppe/Russell Peter		11- 924- 000- 0000- 6350			35.00	Nat Resources committee	3/12/18	Per Diem
		11- 924- 000- 0000- 6330			32.70	Mileage Nat Resource Comm	60@.545	Transportation & Travel
2270 Hoppe/Russell Peter					67.70	2 Transactions		
10890 Insley/Kevin		11- 924- 000- 0000- 6350			35.00	Natural Resources Committee	3/12/18	Per Diem
		11- 924- 000- 0000- 6330			20.71	Mileage Nat Resource Comm	38@.545	Transportation & Travel
10890 Insley/Kevin					55.71	2 Transactions		
5759 Kitzrow/Donald		11- 924- 000- 0000- 6350			35.00	Natural Resources Committee	3/12/2018	Per Diem
		11- 924- 000- 0000- 6330			35.86	Mileage Nat Res Committee	65.8@.545	Transportation & Travel
5759 Kitzrow/Donald					70.86	2 Transactions		
5784 Lake/Robert		11- 924- 000- 0000- 6330			15.26	Mileage Nat Res Committee	28@.545	Transportation & Travel
		11- 924- 000- 0000- 6350			35.00	Natural Resources Committee	3/12/2018	Per Diem
5784 Lake/Robert					50.26	2 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
3/20/18 12:35PM
11 Forest Development

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12512 MARCUM/ROBERT					
11- 924- 000- 0000- 6350		35.00	Natural Resources Comm	3/12/18	Per Diem
11- 924- 000- 0000- 6330		26.16	Mileage Nat Res Comm	48@.545	Transportation & Travel
12512 MARCUM/ROBERT		61.16		2 Transactions	
10906 Shipp/Dale					
11- 924- 000- 0000- 6350		35.00	Nat Resources Committee	3/12/18	Per Diem
11- 924- 000- 0000- 6330		17.44	Mileage Nat Res Comm	32@.545	Transportation & Travel
10906 Shipp/Dale		52.44		2 Transactions	
4927 Turnock/Franklin Allen					
11- 924- 000- 0000- 6350		35.00	Nat Res Committee	3/12/18	Per Diem
11- 924- 000- 0000- 6330		32.70	Mileage Nat Res Committee	60@.545	Transportation & Travel
4927 Turnock/Franklin Allen		67.70		2 Transactions	
10017 Tveit/Galen					
11- 924- 000- 0000- 6350		35.00	Nat Res Committee	3/12/18	Per Diem
11- 924- 000- 0000- 6330		17.44	Mileage Nat Res Comm	32@.545	Transportation & Travel
10017 Tveit/Galen		52.44		2 Transactions	
6097 Verizon Wireless					
11- 924- 000- 0000- 6250		88.09	Cell phone Feb	58068382700001	Telephone
6097 Verizon Wireless		88.09		1 Transactions	
12065 Warnest/Timothy					
11- 924- 000- 0000- 6350		35.00	Feb Nat Res Committee	2/12/18	Per Diem
11- 924- 000- 0000- 6330		34.34	Feb Nat Res Comm Mileage	63@.545	Transportation & Travel
12065 Warnest/Timothy		69.34		2 Transactions	
924 DEPT Total:		844.25	Forest Resource	14 Vendors	25 Transactions
11 Fund Total:		844.25	Forest Development		25 Transactions

Aitkin County



JKK1
3/20/18 12:35PM
19 Long Lake Conservation C

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>No.</u>	<u>Account/Formula</u>	<u>Rpt</u>	<u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
						<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
521	DEPT					LLCC Administration		
	12710	AdventureKEEN						
		19- 521- 000- 0000- 6400			193.05	Nature Guides & Journals	77566	Commissary Items
	12710	AdventureKEEN			193.05	1 Transactions		
	11419	Beaudry Propane						
		19- 521- 000- 0000- 6254			367.68	Instructor Residence	468838	Utilities
		19- 521- 000- 0000- 6254			336.31	Director's Residence	469187	Utilities
		19- 521- 000- 0000- 6254			403.70	Dining Hall	469188	Utilities
	11419	Beaudry Propane			1,107.69	3 Transactions		
	14609	Best Buy Business Advantage Account						
		19- 521- 000- 0000- 6304			1,022.50	Sony Digital cameras	3154380	Technology Grant Expenses
		19- 521- 000- 0000- 6304			172.99	Digital microscope	3154380	Technology Grant Expenses
	14609	Best Buy Business Advantage Account			1,195.49	2 Transactions		
	783	Canon Financial Services, Inc						
		19- 521- 000- 0000- 6231			106.01	Contract charges 037	18278043	Services, Labor, Contracts
	783	Canon Financial Services, Inc			106.01	1 Transactions		
	13475	Carlson/Wendie						
		19- 521- 000- 0000- 6374			16.00	Tabs for plow truck	B2070G642	Auto & Trailer License
		19- 521- 000- 0000- 6374			16.00	Tabs for van	J2010U036	Auto & Trailer License
	13475	Carlson/Wendie			32.00	2 Transactions		
	13045	Dowell/Courtney						
		19- 521- 000- 0000- 6231			59.88	Wix charge refund		Services, Labor, Contracts
	13045	Dowell/Courtney			59.88	1 Transactions		
	8622	Frontier						
		19- 521- 000- 0000- 6250			520.78	Service & long distance	2187684653	Telephone
	8622	Frontier			520.78	1 Transactions		
	2763	J & H Transfer Station- Lakes Sanitary						
		19- 521- 000- 0000- 6255			92.38	Garbage Service March	136542	Garbage
	2763	J & H Transfer Station- Lakes Sanitary			92.38	1 Transactions		
	14831	K and M International Inc						
		19- 521- 000- 0000- 6400			536.16	Plush animals for canteen	SI1082768	Commissary Items

Aitkin County



JKK1
3/20/18 12:35PM
19 Long Lake Conservation C

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.</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>
14831 K and M International Inc		536.16	1 Transactions	
4425 Shirts Plus				
19- 521- 000- 0000- 6400		262.80	T Shirts	1579 Commissary Items
4425 Shirts Plus		262.80	1 Transactions	
521 DEPT Total:		4,106.24	LLCC Administration	10 Vendors 14 Transactions
522 DEPT			LLCC Education	
13725 Beartooth True Value				
19- 522- 000- 0000- 6416		41.59	Supplies for quivers	A25820 Education Supplies
13725 Beartooth True Value		41.59	1 Transactions	
2340 Hyytinen Hardware Hank				
19- 522- 000- 0000- 6416		15.96	Pipe for quivers	1445836 Education Supplies
2340 Hyytinen Hardware Hank		15.96	1 Transactions	
522 DEPT Total:		57.55	LLCC Education	2 Vendors 2 Transactions
523 DEPT			LLCC Food	
5662 McGregor Dairy, Inc				
19- 523- 000- 0000- 6418		150.07	Groceries	27994 Groceries- Students
19- 523- 000- 0000- 6418		135.64	Groceries	28039 Groceries- Students
19- 523- 000- 0000- 6418		197.84	Groceries	28065 Groceries- Students
5662 McGregor Dairy, Inc		483.55	3 Transactions	
4761 Sysco Minnesota Inc				
19- 523- 000- 0000- 6420		17.83	Cup racks	153229004 Food Service Supplies
19- 523- 000- 0000- 6418		1,079.22	Groceries	153249517 Groceries- Students
19- 523- 000- 0000- 6418		599.40	Groceries	153257450 Groceries- Students
19- 523- 000- 0000- 6418		124.44-	Overpayment credit	CK72741DP Groceries- Students
4761 Sysco Minnesota Inc		1,572.01	4 Transactions	
4968 Upper Lakes Foods, Inc				
19- 523- 000- 0000- 6418		764.39	Groceries	228904- 00 Groceries- Students
19- 523- 000- 0000- 6418		1,012.31	Groceries	236351- 00 Groceries- Students
19- 523- 000- 0000- 6418		232.83	Groceries	239740- 00 Groceries- Students

Aitkin County



JKK1
3/20/18 12:35PM
19 Long Lake Conservation C

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>
4968 Upper Lakes Foods, Inc		2,009.53	3 Transactions	
523 DEPT Total:		4,065.09	LLCC Food	3 Vendors 10 Transactions
524 DEPT			LLCC Maintenance	
13725 Beartooth True Value				
19- 524- 000- 0000- 6422		5.37	Mirror hangers	B54698 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		26.99	Propane torch	B54804 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		5.84	Alcohol	B55093 Janitorial Services/Supplies
13725 Beartooth True Value		38.20	3 Transactions	
88628 Dalco				
19- 524- 000- 0000- 6422		163.99	Water softener	3287388 Janitorial Services/Supplies
88628 Dalco		163.99	1 Transactions	
2340 Hyytinen Hardware Hank				
19- 524- 000- 0000- 6422		7.39	Charcoal fuel, plow pin	1443982 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		21.61	Hardware for suet feeders	1445547 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		23.96	Softner salt	1445836 Janitorial Services/Supplies
19- 524- 000- 0000- 6422		29.98	Light bulbs, iron out	1446379 Janitorial Services/Supplies
2340 Hyytinen Hardware Hank		82.94	4 Transactions	
3390 Minnesota UC Fund				
19- 524- 000- 0000- 6267		229.83	MN unemployment 4th QTR 2017	Unemployment Compensation
3390 Minnesota UC Fund		229.83	1 Transactions	
3760 Palisade Cooperative Oil Assoc				
19- 524- 000- 0000- 6511		38.03	Fuel	394154 Gas And Oil
3760 Palisade Cooperative Oil Assoc		38.03	1 Transactions	
524 DEPT Total:		552.99	LLCC Maintenance	5 Vendors 10 Transactions
19 Fund Total:		8,781.87	Long Lake Conservation Center	36 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt					
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	
				Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT			Parks			
10452	AT&T Mobility						
	21- 520- 000- 0000- 6250		43.54	Cell phone	287257204209	Telephone	
10452	AT&T Mobility		43.54		1 Transactions		
1754	Garrison Disposal Company, Inc						
	21- 520- 000- 0000- 6254		70.20	March garbage shop	48855	Utilities	
1754	Garrison Disposal Company, Inc		70.20		1 Transactions		
11008	Lake States Lumber, Inc.						
	21- 520- 000- 0000- 6406		3,652.86	Lumber for Bog Walk	04340788- 003	Field Supplies	
11008	Lake States Lumber, Inc.		3,652.86		1 Transactions		
2991	Malmo Market						
	21- 520- 000- 0000- 6511		192.31	February Gas		Gas And Oil	
2991	Malmo Market		192.31		1 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea						
	21- 520- 000- 0000- 6254		49.86	Berglund Park electric	18- 51- 106- 02	Utilities	
				02/01/2018	02/28/2018		
3160	Mille Lacs Energy Coop- Albert Lea		49.86		1 Transactions		
9692	Minnesota Energy Resources Corporation						
	21- 520- 000- 0000- 6254		570.30	Heating gas for shop Feb	50254456100001	Utilities	
9692	Minnesota Energy Resources Corporation		570.30		1 Transactions		
9261	RTVision, Inc.						
	21- 520- 000- 0000- 6231		2,121.80	Annual support & maint fee	2018- 100191	Services, Labor, Contracts	
9261	RTVision, Inc.		2,121.80		1 Transactions		
5551	Unclaimed Freight North						
	21- 520- 000- 0000- 6406		1.98	Water balloons		Field Supplies	
5551	Unclaimed Freight North		1.98		1 Transactions		
520	DEPT Total:		6,702.85	Parks	8 Vendors	8 Transactions	
21	Fund Total:		6,702.85	Parks		8 Transactions	

JKK1
3/20/18 12:35PM
21 Parks

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. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
Final Total:		294,486.74	268 Vendors	448 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	105,645.89	General Fund
	3	49,659.34	Road & Bridge
	5	1,029.74	Health & Human Services
	6	116,963.97	Debt Service
	9	180.00	State
	10	4,678.83	Trust
	11	844.25	Forest Development
	19	8,781.87	Long Lake Conservation Center
	21	6,702.85	Parks
All Funds		294,486.74	Total

Approved by,

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20

JKK1
3/15/18 12:24PM

Aitkin County



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

Sales + Use Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
3/15/18 12:24PM
1 General Fund

	<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>
40	DEPT			Auditor		
	89991 Bremer Bank					
1	01-040-021-0000-5840		3.86	Receipt Nbr 1602 02/13/2018		Misc Receipts
2	01-040-021-0000-5840		0.61	Receipt Nbr 1602 02/13/2018		Misc Receipts
	89991 Bremer Bank		4.47	2 Transactions		
40	DEPT Total:		4.47	Auditor	1 Vendors	2 Transactions
43	DEPT			Assessor		
	89991 Bremer Bank					
3	01-043-000-0000-5840		0.05	Receipt Nbr 1661 02/19/2018		Misc Receipts
4	01-043-000-0000-5840		1.54	Receipt Nbr 1661 02/19/2018		Misc Receipts
5	01-043-000-0000-5840		0.26	Receipt Nbr 1661 02/19/2018		Misc Receipts
6	01-043-000-0000-5840		0.26	Receipt Nbr 1661 02/19/2018		Misc Receipts
	89991 Bremer Bank		2.11	4 Transactions		
43	DEPT Total:		2.11	Assessor	1 Vendors	4 Transactions
44	DEPT			Central Services		
	89991 Bremer Bank					
7	01-044-000-0000-5840		0.64	Receipt Nbr 1598 02/13/2018		Misc Receipts
	89991 Bremer Bank		0.64	1 Transactions		
44	DEPT Total:		0.64	Central Services	1 Vendors	1 Transactions
90	DEPT			Attorney		
	89991 Bremer Bank					
8	01-090-000-0000-5840		0.64	Receipt Nbr 1599 02/13/2018		Misc Receipts
	89991 Bremer Bank		0.64	1 Transactions		
90	DEPT Total:		0.64	Attorney	1 Vendors	1 Transactions
100	DEPT			Recorder		
	89991 Bremer Bank					
38	01-100-000-0000-6311		223.97	Sales Tax Recorder's Copies		Sales Tax
39	01-100-000-0000-6312		0.03	Sales Tax Recorder's Copies		Sales Tax Adjustment

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
3/15/18 12:24PM
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
89991	Bremer Bank				
		224.00		2 Transactions	
100	DEPT Total:	224.00	Recorder	1 Vendors	2 Transactions
252	DEPT		Corrections		
89991	Bremer Bank				
9	01- 252- 252- 0000- 5872	53.78	Receipt Nbr 1416 02/01/2018		Phone Card Prisoner Welfare(Taxable)
10	01- 252- 252- 0000- 5872	315.31	Receipt Nbr 1758 02/23/2018		Phone Card Prisoner Welfare(Taxable)
11	01- 252- 252- 0000- 5885	20.39	Receipt Nbr 1416 02/01/2018		Commissary Sales Taxable
12	01- 252- 252- 0000- 5885	47.25	Receipt Nbr 1526 02/09/2018		Commissary Sales Taxable
13	01- 252- 252- 0000- 5885	35.69	Receipt Nbr 1639 02/15/2018		Commissary Sales Taxable
14	01- 252- 252- 0000- 5885	38.82	Receipt Nbr 1758 02/23/2018		Commissary Sales Taxable
89991	Bremer Bank	511.24		6 Transactions	
252	DEPT Total:	511.24	Corrections	1 Vendors	6 Transactions
1	Fund Total:	743.10	General Fund		16 Transactions

Aitkin County



JKK1
3/15/18 12:24PM
3 Road & Bridge

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			Undesignated		
	89991 Bremer Bank					
15	03-000-000-0000-5855		0.13	Receipt Nbr 1548 02/09/2018		Charges- Individuals
16	03-000-000-0000-5855		1.93	Receipt Nbr 1596 02/13/2018		Charges- Individuals
17	03-000-000-0000-5855		0.13	Receipt Nbr 1603 02/13/2018		Charges- Individuals
18	03-000-000-0000-5855		1.93	Receipt Nbr 1648 02/16/2018		Charges- Individuals
19	03-000-000-0000-5855		3.44	Receipt Nbr 1656 02/16/2018		Charges- Individuals
20	03-000-000-0000-5855		1.93	Receipt Nbr 1711 02/21/2018		Charges- Individuals
21	03-000-000-0000-5855		3.86	Receipt Nbr 1756 02/23/2018		Charges- Individuals
	89991 Bremer Bank		13.35	7 Transactions		
0	DEPT Total:		13.35	Undesignated	1 Vendors	7 Transactions
303	DEPT			R&B Highway Maintenance		
	8410 Bremer Bank					
45	03-303-000-0000-6513		1,300.17	Feb Diesel Tax		Motor Fuel & Lubricants
	8410 Bremer Bank		1,300.17	1 Transactions		
303	DEPT Total:		1,300.17	R&B Highway Maintenance	1 Vendors	1 Transactions
3	Fund Total:		1,313.52	Road & Bridge		8 Transactions

Aitkin County



JKK1
 3/15/18 12:24PM
 5 Health & Human Services

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
430	DEPT		Social Services		
	89991 Bremer Bank				
22	05- 430- 700- 0000- 5832	1.16	Receipt Nbr 1821 02/28/2018		Ss Administrative Recoveries
	89991 Bremer Bank	1.16	1 Transactions		
430	DEPT Total:	1.16	Social Services	1 Vendors	1 Transactions
5	Fund Total:	1.16	Health & Human Services		1 Transactions

Aitkin County



JKK1
3/15/18 12:24PM
9 State

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated		
	4580 Mn Dept Of Finance				
41	09-000-000-0000-2022		320.00 Feb		Birth/Death Surcharges
42	09-000-000-0000-2024		87.00 feb		St Share Of Birth Cert.- Children
43	09-000-000-0000-2031		151.50 feb		Real Estate Assurance (Was 5874 And 627
44	09-000-000-0000-2036		5,771.00 feb		Recording Surcharges (Was 5871 & 6281)
	4580 Mn Dept Of Finance		6,329.50	4 Transactions	
	3375 Mn Dept Of Health				
40	09-000-000-0000-2027		510.00 feb state well		State Well Cert Fees (Was 5097 & 6203)
	3375 Mn Dept Of Health		510.00	1 Transactions	
0	DEPT Total:		6,839.50 Undesignated	2 Vendors	5 Transactions
9	Fund Total:		6,839.50 State		5 Transactions

JKK1
 3/15/18 12:24PM
 10 Trust

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
921	DEPT 89991 Bremer Bank			Co. Development		
23	10- 921- 000- 0000- 5840 89991 Bremer Bank		9.83 9.83	Receipt Nbr 200 02/26/2018 1 Transactions		Misc Receipts
921	DEPT Total:		9.83	Co. Development	1 Vendors	1 Transactions
923	DEPT 89991 Bremer Bank			Forfeited Tax Sales		
24	10- 923- 000- 0000- 5260 89991 Bremer Bank		24.12 24.12	Receipt Nbr 201 02/27/2018 1 Transactions		FTS- Leases/Easements
923	DEPT Total:		24.12	Forfeited Tax Sales	1 Vendors	1 Transactions
10	Fund Total:		33.95	Trust		2 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
 3/15/18 12:24PM
 19 Long Lake Conservation C

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
521	DEPT		LLCC Administration		
	89991 Bremer Bank				
25	19- 521- 000- 0000- 5885		Receipt Nbr 1804 02/27/2018		Commissary Sales Taxable
	89991 Bremer Bank	82.14	1 Transactions		
521	DEPT Total:	82.14	LLCC Administration	1 Vendors	1 Transactions
19	Fund Total:	82.14	Long Lake Conservation Center		1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		Parks		
	89991 Bremer Bank				
26	21-520-000-0000-5510		Receipt Nbr 155 02/01/2018		Co. Parks Campground Fees
27	21-520-000-0000-5510		Receipt Nbr 165 02/08/2018		Co. Parks Campground Fees
28	21-520-000-0000-5510		Receipt Nbr 165 02/08/2018		Co. Parks Campground Fees
29	21-520-000-0000-5510		Receipt Nbr 168 02/12/2018		Co. Parks Campground Fees
30	21-520-000-0000-5510		Receipt Nbr 169 02/12/2018		Co. Parks Campground Fees
31	21-520-000-0000-5510		Receipt Nbr 169 02/12/2018		Co. Parks Campground Fees
32	21-520-000-0000-5510		Receipt Nbr 180 02/20/2018		Co. Parks Campground Fees
33	21-520-000-0000-5510		Receipt Nbr 183 02/20/2018		Co. Parks Campground Fees
34	21-520-000-0000-5510		Receipt Nbr 185 02/21/2018		Co. Parks Campground Fees
35	21-520-000-0000-5510		Receipt Nbr 190 02/22/2018		Co. Parks Campground Fees
36	21-520-000-0000-5510		Receipt Nbr 194 02/26/2018		Co. Parks Campground Fees
37	21-520-000-0000-5510		Receipt Nbr 204 02/27/2018		Co. Parks Campground Fees
	89991 Bremer Bank		46.30		
				12 Transactions	
520	DEPT Total:		46.30	Parks	1 Vendors 12 Transactions
21	Fund Total:		46.30	Parks	12 Transactions
	Final Total:		9,059.67	15 Vendors	45 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	743.10	General Fund
	3	1,313.52	Road & Bridge
	5	1.16	Health & Human Services
	9	6,839.50	State
	10	33.95	Trust
	19	82.14	Long Lake Conservation Center
	21	46.30	Parks
	All Funds	9,059.67	Total

Approved by,

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Aitkin
County

Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Fire Protection Contracts

- 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 Fire Protection Contract for the Unorganized Towns of 52-25 (Quadna), 52-27 (Shovel Lake) and 51-27 (Lemay) with City of Hill City Fire Department.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve and authorize signatures to the contract with City of Hill City Fire Department.

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

March 14, 2018

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2019 Fire Protection contract with the City of Hill City

The City of Hill City has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 52-25 \$2,723.90; 52-27 \$4,553.09, and 51-27 \$1,166.44.

Request to authorize signatures to the 2019 Fire Protection contract with the City of Hill City for the unorganized townships.

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this _____ day of _____, 20____, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of 52-27 (SL), hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ 4553.09. Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be

reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20 ____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this ____ day of _____, 20__, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of 5225 (Quana), hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ 2723.90 . Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be

reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this ____ day of _____, 20____, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of 51-27, hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ 1166.44 . Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be

reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk



Board of County Commissioners Agenda Request

2F

Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: HHW Agreement with WLSSD

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Terry Neff, Environmental Services Director		Department: Environmental Services
Presenter (Name and Title): Terry Neff, Environmental Services Director		Estimated Time Needed: N/A
Summary of Issue: <p>The existing Agreement for Household Hazardous Waste (HHW) services with the Western Lake Superior Sanitary District (WLSSD) expired on 12/31/17. Attached is the updated Agreement that will be effective 1/1/18 thru 12/31/22. Jim Ratz, Aitkin County Attorney, has reviewed the Agreement and found it appropriate to form and content. I reviewed the Agreement and find it to mirror the previous Agreement, with as exception to the fee's being charged for the services. The proposed fees are flat fees, not based on participation (households attending our HHW collections). The cost of the services should remain the same or possibly lower with this change.</p>		
Alternatives, Options, Effects on Others/Comments: If the Agreement is not approved, we would have to contract with another provider for these services.		
Recommended Action/Motion: Approve the HHW Agreement with the WLSSD.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 5,500.00 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.

**WESTERN LAKE SUPERIOR SANITARY DISTRICT
JOINT POWERS AGREEMENT
FOR THE OPERATION OF A HOUSEHOLD HAZARDOUS WASTE PROGRAM**

This Joint Powers Agreement (the "Agreement") is between **Western Lake Superior Sanitary District** ("WLSSD"), which has offices at 2626 Courtland Street, Duluth, MN 55806 (hereinafter the "District"), and Aitkin County, which has offices at 209 2nd Street NW Room 100, Aitkin, MN 56431 (hereinafter the "County").

Recitals

WHEREAS, this Agreement is made under the District's and County's authority in Minn. Stat. § 471.59 and Minn. Stat. Ch. 400 and 458D.

WHEREAS, the Minnesota Pollution Control Agency ("MPCA") is required by Minn. Stat. § 115A.96 to establish a statewide program to manage household hazardous wastes ("HHW"). Minn. Stat. § 115A.96, Subd. 3, provides that the statewide HHW program may be provided directly by the State or by contract with public or private entities.

WHEREAS, the District has partnered with the MPCA to provide a HHW program that furthers the goals of protecting the environment and the public health as articulated in the Waste Management Act and the State's, District's and County's Solid Waste Plans pursuant to a Joint Powers Agreement effective January 3, 2013 which expires on December 31, 2017. A new Joint Powers Agreement between the MPCA and WLSSD is effective January 1, 2018 (the "State Agreement"). The State Agreement refers to the District as an "Authorized Program" and the County as a "Participating County". The District and County will comply with the terms of this Agreement and all applicable Federal, State and local rules, regulations, ordinances and permit conditions and provide environmentally sound and safe management options for Program Wastes and encourage, to the extent feasible, reduction, reuse, recycling and safe storage and management of Program Wastes.

WHEREAS, the parties wish to allocate the risks and responsibilities resulting from operation of the HHW program, and to incorporate the provisions of Minn. Stat. § 115A.96, Subd. 7, into this Agreement.

WHEREAS, the State has created a PaintCare Architectural Paint Product Stewardship program which provides for reimbursement for certain Authorized Activities.

WHEREAS, the earlier Agreement dated January 3, 2013 was replaced with an Amendment #1 in 2015 which, among other changes, incorporated the PaintCare requirements and changes to reporting methods. This Agreement incorporates changes to PaintCare and related State Contract issues made in 2017.

NOW, THEREFORE, The parties, for valuable consideration received, make the following Agreement:

1 Definitions

Terms as used in this Agreement shall have the following meanings:

- 1.1 **Authorized Facility or Authorized Facilities.** A facility or facilities authorized by the State to store, blend, treat, reclaim, recycle, incinerate or dispose of Program Waste in accordance with State Contracts.
- 1.2 **Authorized Activities.** The list of activities contained in Exhibit A that may be performed by the District and County for compensation in accordance with this Agreement and the State Agreement.
- 1.3 **Authorized Program (AP).** The District, which has a contract with the State to operate a Program.
- 1.4 **Architectural Paint.** Interior and exterior coatings listed in the MPCA-approved PaintCare Architectural Paint Product Stewardship program plan.
- 1.5 **Base Funding.** Annual funding provided to the HHW programs by the State.
- 1.6 **Bulking.** The activity of opening individual cans of any product, including Architectural Paint, and combining them into 55-gallon drums.
- 1.7 **Collected/Collection.** The activity of accepting products from the public at a household hazardous waste Collection Site or Event, and then packing those products for transportation.
- 1.8 **Collection Site.** A permanent or temporary designated location with scheduled hours for collection where the public may bring household hazardous wastes, including architectural paint.
- 1.9 **Electronic Waste.** Devices containing complex circuitry, circuit boards and/or signal processing capabilities for processing and/or displaying information. Electronic waste may include, but is not limited to, computers and computer peripherals and laboratory, communications, audio, video and office equipment.
- 1.10 **Event.** A temporary Collection Site that accepts either or both Program Products or Program Wastes for a limited period of time.
- 1.11 **Hazardous Waste.** Has the definition as provided in Minn. Stat. § 116.06, Subd. 11.
- 1.12 **Household.** Has the definition as provided in Minn. Stat. § 115A.96, Subd. 1 (a).
- 1.13 **Household Hazardous Waste (HHW).** Has the definition as provided in Minn. Stat. § 115A.96, Subd. 1(b).

- 1.14 ID Number.** The site-specific identification number that the State obtains for the Program.
- 1.15 Management Facility.** One or more permanent, temporary, mobile, satellite, or event collection sites located in the Service Area that accept Program Wastes for proper collection, management and storage. A Management Facility may be publicly or privately owned and/or operated.
- 1.16 Optional Program Wastes.** Wastes listed in Clause 6.3 of this Agreement.
- 1.17 Participating County (PC).** The County located partially or completely within the Service Area or Authorized Participant's program that has signed an agreement for participation in the Program.
- 1.18 Processing.** The bulking, treatment or recycling, and/or disposal of Program Products.
- 1.19 Product Stewardship.** A product-centered approach to environmental protection that calls on those in the product life cycle - manufacturers, retailers, users, and disposers - to share responsibility for reducing the environmental impacts of products.
- 1.20 Program.** The Program operated by the District and the County to implement Minn. Stat. § 115A.96, pursuant to this Agreement, which shall include the following major elements: (1) a HHW education and waste reduction program; and (2) a Management Facility or Facilities.
- 1.21 Program Products.** The products collected under the MPCA-approved PaintCare Architectural Paint Product Stewardship program plan.
- 1.22 Program Wastes.** HHW and Optional Program Wastes listed in Clause 6.3 of this Agreement.
- 1.23 Reciprocal Use Agreements.** Agreements entered into by the Program allowing use of a Management Facility for Program Waste generated outside the Service Area.
- 1.24 Reuse.** The activity of providing or donating collected architectural paint to the public for its original purpose.
- 1.25 Service Area.** The area included within the boundaries of the Regional Program.
- 1.26 State.** The State of Minnesota acting through the Minnesota Pollution Control Agency.

- 1.27 State Contract.** Contracts entered into by the State of Minnesota and that are made available for the off-site management of HHW generated by District HHW Programs under the State's Cooperative Purchasing Venture established pursuant to Minn. Stat. §16C.03, subdivision 10. Entities eligible to participate under the cooperative purchasing venture are described in Minn. Stat. §16C.105.
- 1.28 State Contracts.** Contracts entered into by the State and that are made available for the management of Program Wastes. These include: H-69(5) Hazardous Waste Management; H-79(5) Fluorescent Lamp, Lamp Ballast and Mercury Containing Materials and Residuals Transportation and Management; H-90(5) Used Electronic and Electronic Component Recycling and Management; W-192(5) Infectious (Biomedical); and H-94(5) Used Oil, Filter, Absorbent and Antifreeze Management.
- 1.29 State Contractor Services.** Waste management services performed for Program activities and made available by the State through its contracts with waste management firms. Waste management services include supplying materials, receiving and sorting Program Wastes, packaging, repackaging, consulting, training, sampling, analysis, treatment, transportation, storage, recycling, processing and disposal.
- 1.30 State Hazardous Waste Rules.** The Minnesota Pollution Control Agency Rules, Chapters 7045 and 7001.
- 1.31 State's Authorized Representative.** The State's Authorized Representative is Jennifer Volkman, HHW Program Coordinator, MPCA, 520 Lafayette Road, St. Paul, MN 55155, jennifer.volkman@state.mn.us, 651-757-2801, or her successor.
- 1.32 State's Authorized Transporter.** A transporter authorized to provide transportation or waste management services pursuant to a State Contract for transportation or management of Program Wastes as referred to in Minn. Stat. § 115A.96, Subd. 7.
- 1.33 Supplemental Funding.** Funding from the State in addition to the Base Funding.
- 1.34 Universal Waste.** Universal Waste has the meaning given at Code of Federal Regulations, title 40, section 273.9. Minnesota adopted the Federal Universal Waste Regulations in accordance with MN Rules, Chapter 7045.1400.
- 1.35 VSQG or Very Small Quantity Generator.** A Hazardous Waste generator which is classified as a VSQG in accordance with Minn. Rules pt. 7045.0206, and which has not lost VSQG status due to quantity of generation or over-accumulation.
- 1.36 VSQG Wastes.** Hazardous Wastes generated by a VSQG.

2 Term of Agreement

2.1 **Effective date: As of January 1, 2018.**

2.2 **Expiration date: December 31, 2022**, unless earlier terminated by law or in accordance with Clause 22 or 23 of this Agreement. It is the intent of the parties that termination or expiration of this Agreement shall not relieve the parties of the obligations assumed under this Agreement that occur after termination or expiration, including without limitation, the obligations to properly close the Management Facility or Facilities, to pay costs incurred during the term of this Agreement and to defend, indemnify and hold harmless pursuant to Clause 19 of this Agreement.

3 Payment, Reporting and Funding

3.1 Reporting for HHW Program Operations and Authorized Activities.

- a. **Annual Reporting.** The District will forward access information for the Agency's HHW and VSQG Report Database (Database) to the County and instruct the County on how to enter calendar year participation, financial, and waste stream data for its HHW and VSQG Programs. The District will verify that the Program data entered for or by the County is complete and that the participation totals are accurate. Annual data entry shall be completed by the County no later than March 1 of each year. Upon completion of data entry, the District shall notify the State's Authorized Representative (SAR) that data entry is complete by providing a signed certification form provided by the SAR. The SAR may review the Program data and may require the District to make corrections to the data if errors are found.

Participation will be determined by the District based on the Program data using the following:

- Qualified participating households are only those participants delivering residential Household Hazardous Waste generated within Minnesota to the County such that they may be counted as households as provided in this section.
- One participant will be credited for the waste from one household. If more than one household is included in a delivery to a facility or collection, the actual number of households may be counted as qualified participating households, provided proper documentation is kept.
- Each of the multiple deliveries from the same participant within a calendar year may be counted.
- Participants that only deliver the following wastes will not be counted as qualified participating households: batteries, elemental mercury containing devices, antifreeze, circuit boards, PCB ballasts, CRTs and

other electronic devices, fluorescent lamps, used motor oil and filters, mercury thermometers from dedicated thermometer exchange events, compressed gas cylinders, pharmaceuticals, sharps, ammunition and/or fireworks.

- Participants that only remove items from product exchange shelves will not be counted as qualified participating households.
- Waste that is abandoned at a facility or collection may be counted as one participant if properly documented. No more than 5% of total participation may be accounted for in this manner.
- Participants from HHW collection efforts related to natural disasters will be evaluated by the State for qualification on a case-by-case basis.
- Very Small Quantity Generators will not be counted.

Program Data submitted by the County as of March 15 will be considered final. If the County does not enter its calendar year Program data on or before March 15, the County will not be eligible for the Stipend Amounts for that fiscal year. The District will review and confirm the participation numbers received from each County and pay the Stipend Amount to the County as made available by the State.

The State or the District may compile and prepare reports including the information received from the District and the County, which will be available to the public in accordance with Clause 15 of this Agreement. The District will provide the County's Authorized Representative with a copy of any reports it prepares or receives from the State, prepared for the legislature or other entities that includes data submitted by the County. The District shall compile and prepare reports summarizing information received on the Regional Program, subject to the limitations of the District's database, available staff time and the quality of report data received from PC Counties, and provide a copy to the County's Authorized Representative.

- b. **Reporting for Completion of Authorized Activities.** The County will provide such reporting as is required by the District on Product Stewardship or other Authorized Activities. The reporting will be in the format and containing the necessary information as requested by the District to complete the State funding requests.

3.2 Fees Paid By County. The County will pay to the District the following fees for Household Hazardous Waste Management assistance received from the District based upon the annual program operations of each county and the fee amounts set forth in Exhibit B. The District reserves the discretion to limit the number of Events or Clean-outs available to County during the year.

- a. Annual Administrative Fee. Each County will pay an annual fee for the administrative services set forth in this agreement. The annual administrative fee includes services provided by the District including data tracking, contract

management, contract development, reporting, financial management, creation of public information, and information acquisition.

- b. Clean Shop (VSQG) Collection Event Fee. The County may request very small quantity generator (VSQG) collection events each year to be operated and scheduled in accordance with this Agreement in exchange for payment of the applicable fee. Fees will be refunded within 30 days if the event is cancelled by written notice at least 14 days before the scheduled date of the event. Each party will provide the services identified on Exhibit C. No Mileage fee is assessed for this Event.
- c. HHW Collection Event Fee. The County may request a HHW Collection Event(s) each year by March 15 annually to be operated and scheduled in accordance with this Agreement in exchange for payment of the applicable fee for each event. Fees will be refunded within 30 days if the event is cancelled by written notice at least 14 days before the scheduled date of the event. Each party will provide the services identified on Exhibit C. No Mileage Fee is assessed for this Event.
- d. Facility Clean-out Services Fee. This is an annual fee for County HHW Programs that operate a seasonal Management Facility and require collection and management services. The services provided include management and collection of Program Waste, Clean Shop Services during collection of Program Waste, technical assistance, acceptance of household waste at District Management Facilities. No Mileage Fee is assessed for a Facility Clean-out.
- e. Technical Support Services Fee. This is an annual fee for a County that manages its own HHW services. The services provided include management of unidentified wastes, on-site assistance, acceptance of household and VSQG waste at District Management Facilities, and disposal assistance. The County shall be invoiced by WLSSD for all costs in excess of Authorized Activities which are reimbursed to the County through WLSSD.
- f. Staffing Fee. The County may request staffing services on an hourly rate as listed in Exhibit B. The County will be charged 1.5 times the hourly rate for the total hours (including travel time) in excess of 10 hours per day for any staff person providing staffing services to County. These hourly fees will also be charged if County Program Waste must be repackaged or reprocessed by District.
- g. Mileage Fee. The current Internal Revenue Service (IRS) approved rate will be charged for all mileage for services not otherwise included in other services listed in Section 3.2.

- h. Disposal Costs. The District will bill the County for the County's pro-rata share of the costs of disposal of all Program Waste disposed of at the Regional Facility that is billed to the District by the Contractor. The costs of disposal of Product Stewardship activities will not be billed to the County. The District will submit reimbursable Product Stewardship activity costs to the State and retain any amounts received.
- i. Unspecified Expenses. All expenses incurred by the County in operating the PC Program as required under this contract, excluding those for which the District will provide payment pursuant hereto, shall be paid by the County.

Residents from within the County portion of the Service Area may deliver Household Hazardous Waste to the Regional Management Facility, and such waste will be accepted by WLSSD as an additional service covered by the fees set forth above. This delivery of waste will be counted as a participant in the program of the District, and will not be included for purposes of calculating the County annual participation.

3.3 Assumption. For purposes of this Agreement, calculations in this Agreement will be based on County participation numbers.

3.4 Payment of Base and Supplemental Stipends. Under the District funding agreement with the State, the District may receive base funding and supplemental funding stipends from the State. In order to receive a portion of the base and supplemental stipends, the County must operate its programs in accordance with the terms of the District-County Contract.

a. **Stipend Distribution.**

- i. **Base Stipend.** The first portion of the base stipend will be distributed with each County and the District receiving an equal share of up to \$1000 ("Equal Stipend"). Any remaining Base Stipend will be disbursed based on the following formula:

$$\text{Annual stipend} = (\text{State Base Stipend} - \text{Total Equal Stipend to all PC's and the District}) \div [\text{households in region}] \times [\text{households in PC Service Area}].$$

- ii. **Supplemental Participating County Program Operation and Waste Management Stipend.** Supplemental Stipends received from the State by the District for program operation and waste management ("O&M Stipend") will be distributed based on the following formula:

$$\text{Annual stipend} = (\text{State Participation Stipend} \div \text{total regional participation}) \times \text{annual HHW participants in PC Service Area}.$$

- b. **Available Funding.** Program funding from the District is contingent upon available State funding for PC Program activities, and the District shall have no obligation to provide funds to the County unless it has received such funds from the State. No minimum payment is guaranteed by the District.
- c. **Payment of Stipends.** The District shall distribute stipends to the County in accordance with this Agreement within 45 days after the District has received funds from the State.

3.5 Reimbursement of Product Stewardship Activities.

- a. **County Reporting and Invoicing.** To receive payment for Product Stewardship Authorized Activities, the County shall provide the District an invoice for the appropriate coverage period, itemizing the Product Stewardship Authorized Activities, and the amount of payment being requested in accordance with Exhibit A. Each invoice shall contain appropriate documentation justifying the payment request. The documentation may include shipping documents that show what was completed for the appropriate Product Stewardship Authorized Activity, summarized waste reports, and itemized expenses that are eligible for reimbursement.
- b. **Schedule.** The reporting and invoice information for Authorized Activities shall be submitted to the District at least 15 days prior to the date designated by the State.
- c. **District to Submit to MPCA.** The District will incorporate the information submitted by the County into an invoice for the Regional Program. The MPCA will reimburse the District, on behalf of the County, for approved Product Stewardship Authorized Activities listed in Exhibit A in accordance with the associated rate. The District shall distribute payments it receives within 45 days of receipt of payments from the State for completion of Authorized Activities by the County.
- d. **MPCA Process for Reimbursement.** The MPCA shall prepare a summary invoice representing the total reimbursement to the Authorized Program for completing Authorized Activities. The MPCA shall deliver the summary invoice to the product stewardship representative for review and payment in accordance with the schedule in Exhibit B to the State Agreement. All invoice discrepancies or questions for specific county invoices shall be resolved between the product stewardship representative and the District. The Product Stewardship entity shall forward, to the MPCA, payment for work performed for the final-approved invoice in accordance with the Schedule in Exhibit B to the State Agreement. The MPCA shall distribute this payment to the District in accordance with the Schedule in Exhibit B to the State Agreement. The payment amount for Authorized Activities received by the District will constitute the final payment for Authorized Activities for the time period

covered by the payment. The District is responsible for distributing payments to Participating Counties within the Regional Program.

3.6 County Payment. The County shall remit payment to the District within thirty (30) days after receiving any bill from the District. The County shall send payment to District's billing address as follows:

Western Lake Superior Sanitary District
2626 Courtland Street
Duluth, MN 55806-1894

3.7 Contractor Services Payment. State Contractor Services are waste management services which are performed for the County by a contractor made available by the State through its contracts with waste management firms. The County may receive State Contractor Services directly through the state contract without using the District. The County shall promptly pay the contractor for authorized services that are directly billed by the contractor to the County.

3.8 Billing By District. By May 1 of each year, the District will bill the County for the Annual Service Fee and any scheduled Clean Shop Events. All other mobile events and services will be billed to the County after the services have been rendered.

4 Education and Waste Reduction Program

The County shall operate an education and waste reduction program in coordination with the State and in accordance with Minn Stat § 115A 96, Subd 6 (a). The purpose of the program is to assist and inform the public concerning the proper management, identification and reduction of Program Wastes. The County may work with a Product Stewardship entity to develop, share or use materials with that entity. The County shall not utilize the name of the Product Stewardship entity, their mark, or their logo without first obtaining written consent from the Product Stewardship entity. The District shall make education and waste reduction materials available to the County.

5 Program Operations and Training

5.1 Training. The State and the District have jointly developed a training program that may be accessed by County staff. This training program may contain information from Product Stewardship entities or other entities that partner with the District in managing Program Wastes or Program Products.

5.2 Standard Operating Procedures. The State has worked with the District to develop and make available generic standard operating procedures. The District has developed Program specific standard operating procedures based on the generic standards available on the MPCA's website. The Program specific standards are not less restrictive than the generic standards.

6 Waste Acceptance and Management

- 6.1** The County shall provide for the operation of Management Facilities in accordance with this Agreement and all applicable rules, regulations, standards, and permit requirements. If a Management Facility is privately owned or operated, the County shall require the private owner or operator to meet the conditions and requirements set forth in this Agreement.
- 6.2** The County shall collect, store or otherwise manage HHW and may collect, store or otherwise manage Program Wastes listed in Clause 6.3 below upon obtaining all applicable governmental approvals. The County may manage any waste listed in Section 6.3 below and commingle said wastes with HHW and manage said wastes under the ID Number acquired by the State. The State shall complete the "Notification of Regulated Waste Activity" form and acquire the ID Number solely in the name of the State for each Management Facility that requires an ID Number. The ID Number shall be used for transportation and disposal of all Program Wastes collected at a Management Facility. The County may also choose to obtain or retain its own ID Numbers for its Management Facilities if the wastes are managed in accordance with this Agreement and all applicable rules, regulations, permits and policies.
- 6.3** Program Wastes which may be accepted and commingled with HHW and which may be shipped under the State's ID Number include:
- (a) HHW generated outside the service area and which is accepted in accordance with Minn. Rules pt. 7045.0310, subp 6;
 - (b) Hazardous wastes generated by a VSQG;
 - (c) Abandoned wastes that the District agrees to manage;
 - (d) Federal Universal Waste, defined in the Code of Federal Regulations, title 40, section 273.9, and in MN Rules 7045.1400 including: fluorescent or high-intensity discharge lamps, mercury-containing devices, pesticides, and batteries, and any additional waste streams added to the Federal Universal Waste list that are adopted by the State during the term of this Agreement;
 - (e) Architectural Paint or Program Products;
 - (f) Electronic Waste; and
 - (g) Latex wastes, used oil and used oil filters, antifreeze, sharps and any other wastes managed under the contracts listed in paragraphs 1.28 through 1.30.

However, if Architectural Paint and Program Wastes are comingled, they are not eligible for reimbursement and distribution under Clause 3.5.

- 6.4** At the expiration of this Agreement, or at the time of cancellation of this Agreement by either party, the County and its contractor shall cease to use the ID Number acquired by the State. If Hazardous Waste will no longer be manifested from the Management Facility, the State will cancel the ID Number. If the County plans to continue to manifest Hazardous Waste from a Management Facility, the County shall, within 7 days of cancellation or non-renewal, submit a "Subsequent Notification" form to the entity authorized to assign ID Numbers. The County shall provide, to the District's Authorized Representative, documentation confirming that the number has been reassigned within 30 days of expiration or cancellation of this Agreement.
- 6.5** Nothing in this Agreement is intended to preclude the collection, management or storage of waste which is not Program Wastes at the Management Facility, provided that the County neither commingles the waste with Program Wastes nor uses the State's ID Number when shipping said waste.
- 6.6** Specific allocation of duties can be found in Exhibit C.

7 Manifest Signature

In the event that the County has direct pick up of Program Waste by the States Authorized Transporter, the County shall provide written documentation to the State demonstrating that its staff and its contractor's staff have been certified by their employer to sign manifests in accordance with DOT regulations 49 CFR 172.704. The County shall also provide documentation to the State demonstrating that its staff and its contractor's staff have been trained and certified to sign manifests in accordance with applicable Hazardous Waste regulations. Documentation for the Contractor's staff shall be in the form of a letter from the employer to the State's Authorized Representative that confirms that staff are certified and trained and shall be signed by the County's Authorized Representative. Documentation shall be maintained in accordance with Clause 20 of this Agreement. County and contractor staff shall not sign manifests prior to submitting documentation to the State. Waste shipped on a manifest signed by County or contractor staff for which documentation has not been submitted prior to signature shall not be covered by the indemnification provided in Clause 19.2 of this Agreement.

The County shall submit signed manifest copies to regulatory agencies in accordance with applicable manifesting regulations and shall retain copies of manifests as specified in Clause 20 of this Agreement. The County shall notify the State's Authorized Representative if manifest copies are not received from the transporter or receiving facility in accordance with Minn. Rules Parts 7045.0351 through 7045.0397. If a Management Facility is privately operated, the County shall include a provision in its contract with the private operator that requires the operator to notify the State's Authorized Representative if manifest copies are not received from the transporter or receiving facility in accordance with Minn. Rules, Parts 7045.0351 through 7045.0397.

8 Approval to Store Waste More than 90 Days or Receive Waste from another Management Facility

In accordance with Minn. Rules, pt. 7045.0310, subp. 6, the County may request, in writing, approval to store Program Wastes for more than 90 days or to accept Program Wastes from other Management Facilities. The County shall not store Program Wastes for more than 90 days and/or accept Program Wastes from other Management Facilities until written approval has been received.

9 Alternative Management of Program Wastes

In accordance with Minn. Rules, pt. 7045.0310, subp. 7, the County may request, in writing, State approval to treat Program Wastes on-site or manage Program Wastes at a facility not regulated pursuant to Minn. Rules pts. 7045.0208, subp. 1, or 7045.0310 (alternative management facility). The County shall not treat Program Wastes on-site or deliver Program Wastes to an alternative management facility until written approval is received from the State. Requests for treating waste on-site should be submitted to the State's Authorized Representative.

10 State Contractor Services

- 10.1** The State, through its State Contracts, shall provide for the management, transportation and disposal of Program Wastes from the time that the Program Wastes come into the possession of a State's Authorized Transporter. The State shall manage all risks associated with the management, transportation and disposal of Program Wastes, from the time that Program Wastes come into possession of the State's Authorized Transporter, and any time thereafter, to avoid liability to the District and County. Said management, transportation and disposal shall be in accordance with all applicable rules, regulations, standards, permit requirements, and this Agreement.
- 10.2** The State shall make available to the District and County, State Contractor Services and shall require the State's Authorized Transporter to meet the conditions and requirements set forth in the State Contracts and this Agreement. Except as may be provided in other agreements between the parties, the County shall pay for the cost of State Contractor Services in accordance with the terms of the State Contracts with the State's Authorized Transporter. The State shall consult with the counties in the procurement of State Contractor Services and in the development of the terms and conditions of the State Contracts.
- 10.3** The State has agreed to include a clause in any waste management contract developed for use by the Program indemnifying and holding the State and District harmless from all liability, obligations, claims, loss and expense, including reasonable attorneys and other professional fees, resulting from the acts of the contractor, its agents, employees or sub-contractors or obligations assumed by the contractor in said contract.

- 10.4** The State shall investigate and resolve matters related to the failure of the State's Authorized Transporters to perform services in accordance with the terms of the State Contracts listed in 1.29. The District shall notify the County when it receives notice of a release to the environment by a State's Authorized Transporter.
- 10.5** The provisions of Clause 19.2 of this Agreement shall apply to Program Wastes collected pursuant to this Agreement that are transported by the State's Authorized Transporter. Use of the State's Authorized Transporter shall constitute use of the Agency's Authorized Transporter within the meaning of Minn. Stat. § 115A.96, Subd. 7. Additionally, the County shall be deemed to be using the State's Authorized Transporter if the County contracts directly with the State's Authorized Transporter and wholly incorporates the terms of a State Contract for State Contractor Services.
- 10.6** The County is encouraged, but not required, to use State Contractor Services for the operation of a Management Facility. If the County chooses to use a transporter other than the State's Authorized Transporter for the management of Program Wastes, the provisions of Clause 19.2 of this Agreement shall not apply to such Program Wastes and the County will not be eligible for reimbursement for disposal of Program Products under the approved PaintCare Architectural Paint Product Stewardship Program.
- 10.7** The District's Authorized Representative shall provide information to the County regarding the location of the State Contracts so that the County can readily access State Contracts for transportation and disposal.

11 Required Equipment and Inspections

The County shall arrange for the provision, inspection, maintenance and record keeping for all the safety equipment, personal protective equipment and other equipment necessary for Program operations.

12 Closure

The County is responsible for proper closure of a Management Facility in accordance with all applicable rules and regulations and Clause 6.4 of this Agreement. If approval to accept and store waste has been received pursuant to Clause 8 of this Agreement, the County shall arrange for the proper closure of the Management Facility in accordance with the terms of said approval.

13 Product Stewardship

The District shall inform the County of projects and opportunities related to product stewardship. The District will support County participation by reviewing initiatives and

assisting in the resolution of issues that arise with implementation of product stewardship initiatives. The District may, at its sole discretion, provide supplies and public information materials to assist with implementation of product stewardship based efforts.

14 Authorized Representatives

The County's Authorized Representative is Terry Neff, Environmental Services Director, 209 2nd Street NW Room 100, Aitkin, MN, 56431 or his/her successor.

The District's Authorized Representative is **Heidi Ringhofer**, Solid Waste Services Director, 2626 Courtland Street, Duluth, MN 55806; 218-722-3336; Heidi.ringhofer@wlssd.com, or her successor.

15 Government Data Practices

The District and County must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the County or District under this Joint Powers Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under the Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the District or the County. If the County receives a request to release the data referred to in this clause, the County must immediately notify the District.

16 Compliance with Laws

All acts performed by the parties under this Agreement shall be performed in accordance with all applicable federal, state and local laws.

17 Dispute Resolution

In the event of a dispute between the parties arising out of this Agreement, either due to alleged non-compliance with the terms, or a disagreement regarding the terms, the parties agree to engage in good faith negotiation to resolve the dispute before resorting to legal process. Negotiation may include mediation or arbitration through third parties if both parties agree. Nothing communicated during the course of negotiation, mediation or arbitration may be used against either party in legal process if the dispute is not resolved.

18 Assignment, Amendments, Waiver, and Contract Complete

- 18.1 Assignment.** The County may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the District and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 18.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 18.3 Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to enforce it.
- 18.4 No Waiver.** Nothing in this Agreement is intended to waive or limit the provisions of the Tort Claims Acts, Minn. Stat. § 3.736, or Minn. Stat. Ch. 466, or any other law, legislative or judicial, which limits governmental liability.
- 18.5 Contract Complete.** This Agreement contains all negotiations and agreements between the County and the District. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

19 Liability and Indemnification

It is the intent of the parties that any liability which may arise as a result of activities contemplated by this Agreement be governed according to the following provisions:

- 19.1 Liability to third persons.** The parties intend that any claims or causes of action by third persons are subject to the limitations upon liability provided by law. Further, nothing in this Agreement is intended to create a cause of action with respect to any third person.
- 19.2 State Indemnification.** The District and the County acknowledge and agree that the District and any County are indemnified by the State as provided for in Minn. Stat. § 115A.96, Subd. 7. In the event that Minn. Stat. § 115A.96, Subd. 7, is inapplicable to a specific situation, then the County and the District agree to be responsible for their own acts and omissions subject to the provisions, limitations, and exclusions of the Tort Claims Acts - Minn. Stat. Ch. 466.

20 Audits

Under Minn. Stat. § 16C.05, Subd. 5, the District and County shall have available for inspection for a minimum of six years following the expiration or cancellation of this Agreement, complete and accurate records of the work funded by state funds disbursed under this Agreement, including, but not limited to: collection participant surveys, operational logs showing each qualifying delivery of waste, check-off sheets or

electronically scanned participant data; personnel time sheets; paid invoices for public education services, paid invoices for waste management services; training costs; and data and quality control information. Upon receipt of a request from the District's authorized representative, the County shall, in addition, retain the records for such longer period as requested during the time of any administrative, judicial or other proceeding for which the records may be needed. The retention period shall continue until the administrative, judicial, or other proceeding for which the records may be needed is finally completed or until the District's authorized representative notifies the County in writing that the records need no longer be kept.

21 Governing Law and Venue

21.1 This Agreement and all statutes and rules cited herein shall be interpreted pursuant to the laws of the State of Minnesota.

21.2 Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in St. Louis County, Minnesota.

22 Termination

The District may cancel this Agreement at any time, with or without cause, upon 180 days written notice to the County. The County may cancel this Agreement, with or without cause, by providing written notification to the District's Authorized Representative at least 180 days prior to the date of cancellation.

23 Termination for Insufficient Funding

The District may immediately terminate this Agreement if it does not obtain funding from the State of Minnesota, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered herein. Termination must be by written or fax notice to the County. The District is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The District will not be assessed any penalty if the Agreement is terminated because of the decision of the State of Minnesota, or other funding source, not to appropriate funds. The District must provide the County notice of the lack of funding within a reasonable time of the District's receipt of that notice.

24 E-Verify Certification (In accordance with Minn. Stat. §16C.075)

For services valued in excess of \$50,000, the County certifies that as of the date of services performed on behalf of the District, the County and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the District. The County is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>.

All subcontractor certifications must be kept on file with the County and made available to the District upon request.

25 Survival of Terms

The following Clauses survive the expiration or cancellation of this Agreement: 6.4 ID Numbers; 15 Government Data Practices; 16 Compliance with Laws; 19 Liability and Indemnification; 20 State Audits and 21 Governing Law and Venue.

Western Lake Superior Sanitary District

Aitkin County

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

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

Print name: Marianne Bohren
Signature: _____
Title: WLSSD Executive Director Date: _____

Print name: _____
Signature: _____
Title: _____ Date: _____

Print name: _____
Signature: _____
Title: _____ Date: _____

Print name: _____
Signature: _____
Title: _____ Date: _____

Exhibit A: Authorized Activity List and Pricing Formulas

Authorized Activity	Activity Description	Costs Covered
Ship Collected Program Products Off-site, Using the State's Contractor	PaintCare agrees to reimburse the Authorized Programs ¹ through the MPCA for all collected Program Products transported off-site pursuant to the State Contract H-69 ² at the rate specified in the State Contract for the unit volume of collected Program Products managed in accordance with the State Contract. Incidental, Non-Program Products managed under the State Contracts will be reimbursed by PaintCare.	Eligible supplies ³ + Mobilization and line item waste stream pricing in the State Contract. The mobilization price shall be adjusted by multiplying the mileage rate by the percent volume of Program Products contained in each shipment. + Line item waste stream pricing from the State Hazardous Waste Management Contract, H-69
Reuse Rate Per Container	PaintCare agrees to pay the Authorized Programs through the MPCA for each container of Program Product that is managed via reuse.	\$1.35 per container \$0.20/lb. Rate includes processing labor only.
Reuse Rate Per 5-Gallon Container of Consolidated Paint	PaintCare agrees to pay the Authorized Programs through the MPCA for each 5-gallon container of paint offered for reuse that is generated by consolidating several individual containers of paint into one 5-gallon container.	\$18.90 + The cost of the 5-gallon container if purchased at a price that is less than the State Contract price
Paint Bulking Rate for Oil Based Paint (Not for Reuse)	PaintCare agrees to pay the Authorized Programs through the MPCA for every 55-gallon drum of Program Products that is bulked by the Authorized Program and picked up from a collection site for transportation pursuant to the State Contract H-69.	\$114.75 per Bulk 55-gallon drum Rate includes bulking labor only. Mobilization and management cost for drums and eligible supplies are additional as specified in the "Ship Collected Program Products" off-site

Authorized Activity	Activity Description	Costs Covered
		activity.
Paint Bulking Rate for Latex Paint (Not for Reuse)	PaintCare agrees to pay the Authorized Programs through the MPCA for every 55-gallon drum of Program Products that is bulked by the Authorized Programs and picked up from a collection site for transportation pursuant to the State Contract H-69.	\$90 per Bulked 55-gallon drum Rate includes bulking labor only. Mobilization and management cost for drums and eligible supplies are additional as specified in the “Ship Collected Program Products” off-site activity.
HHW Program Internal Transportation Rate for Program Products	PaintCare agrees to pay the Authorized Programs through the MPCA to transport collected Program Products between collection facilities or from events to collection facilities. Price includes labor and transport.	\$1.68/mile ⁴ Per mile rate shall be adjusted by multiplying the mileage rate by the percent volume of Program Products contained in each shipment.

¹ “Authorized Programs” include the County.

²State Contract H-69, which is used by Authorized Counties to manage Program Products, is found here: [http://www.mmd.admin.state.mn.us/pdf/H-69\(5\).pdf](http://www.mmd.admin.state.mn.us/pdf/H-69(5).pdf)

³Eligible supplies include: non-DOT cubic-yard boxes, liners, lids and pallets; 55-gallon drums; 5 gallon containers used to consolidate paint; and totes used for bulking or shipment of Program Products.

⁴Rate based on data obtained from ATRI at <http://atri-online.org/wp-content/uploads/2016/10/ATRI-Operational-Costs-of-Trucking-2016-09-2016.pdf>

Exhibit B

Populations for use in this Agreement are based on the 2010 Census.

County	Population
Aitkin	16,029
Carlton	15,656
Cook	5,839
Itasca	27,065
Koochiching	7,900
Lake	7,681
St. Louis	44,936
Wlssd	58,122

County HHW Agreement Fees

Fees are dependent on services requested, except all counties will pay the annual administrative fee.

1. Clean Shop Collection	\$1000 per event
2. HHW Collection Event	\$3000 per event
3. Facility Clean-out Services	\$2500 per year
4. Technical Support Services	\$2000 per year
5. HHW Disposal	Pay as generated
6. Administrative Fee	\$2500 per year
7. Hourly Staffing Rates	\$50

Exhibit C

Allocation of Specific Duties

District Duties

- Serve as liaison between the County and the State for purposes of this contract.
- Coordinate summary annual reports to the State from the region.
- Provide administrative services including data tracking, contract management, contract development, reporting, financial management, creation of public information and information acquisition which are included in the annual administrative fee.

County Duties:

- Procure all necessary safety equipment, personal protective equipment and other equipment for County Management Facility operations, as required by regulation.
- Designate staff for County Management Facility activities.
- Provide necessary training for workers who will staff County Management Facilities.
- Ensure that all staff performing duties related to County Management Facility activities are properly qualified and trained.

HHW Collection Event

District Duties

- Approve collection sites that meet State criteria.
- Provide necessary training for workers who will staff HHW Collection Event.
- Compile collection summaries for County and annual state reports.
- Provide necessary District staff and vehicle to service the HHW Collection Event and provide for management of the collected Program Waste.

County Duties:

- Arrange for the use of collection sites.
- Publicize HHW Collection Event information.
- Conduct coordination tasks, including volunteers, lift equipment, and safety or emergency services if requested.
- Publicize and conduct product exchanges in conjunction with a District scheduled HHW Collection Event.
- Pay the costs of disposal of Program Wastes.

Clean Shop (VSQG) Collection Event

District Duties:

- Provide the County with applications and support.
- Serve as the contact for the VSQG participant, process all applications, handle transactions, advise participant on proper handling methods.
- Process and handle all waste according to state, federal and local regulations and appropriate sections of this Agreement and the contract between the District and the State.
- Notify the State of planned Clean Shop Collection Event dates at least 30 days prior to the proposed date.

County Duties:

- Promote the Clean Shop Collection Event a minimum of 45 days prior to the collection.
- Distribute printed materials upon request by a VSQG participant.



Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: 2018 State Boat & Water Safety Grant Agreement

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

**provide copy of hearing notice that was published*

Submitted by: Sheriff Scott A. Turner	Department: Aitkin County Sheriff's Office
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Presenter (Name and Title): Sheriff Scott A. Turner	Estimated Time Needed:
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Summary of Issue:

Approve annual Boat & Water Safety Agreement Grant for 2018. The amount is \$18,27.00 which is slightly less than last year.

Adopt the following resolution:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2018 Boat and Water Safety Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$18,427.00 for the term of January 1, 2018, through June 30, 2019

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution and authorize board chair and county administrator to sign agreement. Please forward signed agreement and resolution.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No **Please Explain:**

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, RM #185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO:	Aitkin County Board	DATE:	March 8, 2018
FROM:	Sheriff Scott A. Turner	RE:	2018 Boat & Water Safety Agreement Grant for Aitkin County Board Agenda

I would like to request the 2018 Boat & Water Safety Grant Agreement be placed on the Board Agenda for March 27, 2018.

Attached is a copy of the 2018 Boat and Water Safety Grant Agreement for Signatures. Also attached is the resolution that is required for that grant. The grant amount for 2018 is \$18427.00. This grant is an annual grant that helps fund the Boat and Water Safety Program in Aitkin County.

I would ask that you sign the original agreement and return to me along with a signed resolution.

Thank you.

By Commissioner: xx

20180327-0xx

2018 State Boat & Water Agreement Grant

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2018 Boat and Water Safety Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$18,427.00 for the term of January 1, 2018, through June 30, 2019

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 27th day of March 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of March 2018

Jessica Seibert
County Administrator

DEPARTMENT OF NATURAL RESOURCES

2018 STATE OF MINNESOTA ANNUAL COUNTY BOAT AND WATER SAFETY GRANT AGREEMENT

ENCUMBRANCE WORKSHEET

Contract #: 137503

PO#: 3000127236

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2018	Source Type State	Vendor Number 0000197275-001
Total Amount \$18,427	Project ID R29G40CGFFY17	Billing Location R297000221	DUNS 047464805	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A4CG002
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Grant Begin Date January 1, 2018	Grant End Date June 30, 2019
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Grantee Name and Address:

Aitkin County Sheriff's Office
 217 Second Street NW, Room 185
 Aitkin, MN 56431

Payment Address:
 (where DNR sends the check)

Aitkin Co. Treasurer
 209 - 2nd St. NW, Rm. 202
 Aitkin, MN 56431

**2018 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 217 Second Street NW, Room 185, Aitkin, MN 56431 ("Grantee"). The payment address for this grant agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 202, Aitkin, MN 56431.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement

- 1.1 *Effective date:* January 1, 2018. Per Minnesota Statutes Section 16B.98, subdivision 7, no payments will be made to the Grantee until this grant agreement is fully executed.
- 1.2 *Expiration date:* June 30, 2019. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 *Survival of Terms.* The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract. The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

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

4 Consideration and Payment

4.1 *Consideration.* The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) *Compensation.* The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Eighteen thousand four hundred twenty-seven dollars (\$18,427).
- (b) *Total Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Eighteen thousand four hundred twenty-seven dollars (\$18,427).

4.2 *Payment*

- (a) *Invoices.* The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (b) *Federal funds.* (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA, CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

- 4.3 Contracting and Bidding Requirements per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:
- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
 - (b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
 - (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
 - (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
 - (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 **Conditions of Payment**

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

6 **Authorized Representative**

The State's Authorized Representative is Rodmen Smith, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5361, rodmen.smith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Scott Turner, Aitkin County, 217 Second Street NW, Room 185, Aitkin, MN 56431, (218) 927-7420. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Agreement Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 **Liability**

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

- 9 **State Audits**
Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.
- 10 **Government Data Practices and Intellectual Property**
10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 11 **Workers' Compensation**
The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
- 12 **Publicity and Endorsement**
12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.
12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.
- 13 **Governing Law, Jurisdiction, and Venue**
Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- 14 **Termination**
14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:
a) It does not obtain funding from the Minnesota Legislature
b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15 **Data Disclosure**
Under Minnesota Statute § 270C.65, Subdivision 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16

Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: Cheryl Henthorn
Date: 2-1-18
SWIFT Contract # 137503
Purchase Order # 3000187236

2. GRANTEE:

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

By: _____
Title: County Sheriff
Date: _____

By: _____
Title: Chairperson of County Board
Date: _____

By: _____
Title: County Auditor or Administrator
Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)
Title: Director, Enforcement Division – Central Office
Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative



Board of County Commissioners Agenda Request

2H
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Prod

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: <p style="text-align: center;">Application for License to Sell Tobacco Products</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: <p style="text-align: center;">Motion to approve Applications for License to Sell Tobacco Products</p>		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

Motion by Commissioner x, seconded by Commissioner x and carried, all members voting yes to approve the following **Applications for License to Sell Tobacco Products** for the period **ending March 31, 2019**, *subject to the completion of all paperwork in full*:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 05 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 06 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 07 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 08 N5 Corporation, d/b/a **Fisherman's Bay** – Workman Township
- # 09 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 10 Gould's Mississippi Landing, d/b/a **Gould's Mississippi Landing** – Ball Bluff Township
- # 11 Harry's Midtown Liquor, L.L.C., d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 12 Holiday Stationstores, Inc. d/b/a **Holiday Stationstores, Inc.** – City of McGregor
- # 13 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 15 KRIM15, LLC, d/b/a **The Junction** – Hazelton Township
- # 16 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 17 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 18 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 19 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 20 Prairie River Retreat Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 21 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 22 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 23 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 24 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 25 Mark Kenneth Ukura, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 27 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 28 Minnewawa Partners, LLC, d/b/a **Willey's Sport Shop** – Shamrock Township



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Election Equipment Grant 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

Department:

Auditor

Presenter (Name and Title):

Kirk Peysar

Estimated Time Needed:

n/a

Summary of Issue:

Aitkin County will receive \$100,332.76 for its voting equipment purchases from from the State of Minnesota.

\$23,324.41 will be applied towards the purchase of central count equipment and \$77,008.35 towards the purchase of electronic precinct rosters.

The action requested is for authorizing signatures to the grant agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Authorize signatures on the grant agreement

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:

The result of new legislation (2016).

0000197275
001,1

**STATE OF MINNESOTA
VOTING EQUIPMENT GRANT AGREEMENT**

This grant agreement (hereinafter "Agreement") is made between the State of Minnesota, (hereinafter, "State") acting through its Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Boulevard, Saint Paul, MN 55155-1299 ("State") and Aitkin County, 209 2nd St NW #202, Aitkin, MN 56431 ("Grantee")

Recitals

- 1 Under Minnesota Laws 2017, First Special Session, Chapter 4, Article 3, § 17, coded as Minnesota Statutes, § 206.95, the Grantee is empowered to apply for the funds requested in this Agreement, and submitted a grant application under subdivision 3 of that section prior to 4 P.M. Central Time on December 15, 2017, and the State is empowered to enter into this grant.
- 2 Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of the State and in accordance with all state laws authorizing this grant. Pursuant to Minn.Stat. §16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.
3. The State is in need of assurance that Minnesota elections are conducted on modern voting equipment. Grantee is in need of funds to purchase optical scan counters, assistive voting devices, or electronic roster systems.
4. Grantee represents that it has insufficient resources to purchase these counters, devices or systems without the grant amount provided pursuant to this agreement.

Agreement

1 Effectiveness of Agreement

- 1.1 **Effective date:** February 1, 2018, or the date all required signatures, including those required by Minnesota Statutes, § 16B.98, Subd. 5, have been affixed to the agreement by Grantee and State, whichever is later. Per Minnesota Statutes, §16B.98, Subd. 11, the grantee submitted and the State approved a work plan and budget. Per, Minnesota Statutes, §16B.98 Subd. 7, no payments will be made to the Grantee until this grant agreement is fully approved and executed, and Grantee has been notified by the State's Authorized Representative that they are in compliance with the terms of this Agreement.
- 1.2 **Expiration date:** August 31, 2019, or when all funds applied for and provided to Grantee by State have been expended, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the fulfillment of this grant agreement: 4. Conditions; 8. Liability; 9. State Audits; 10. Government Data Practices; 12. Property Insurance; 13. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.

2 Grantee's Duties

- 2.1 **Activities.** The Grantee, who is not a state employec, will comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1) and will use all funds provided as a result of this Agreement for the purchase of optical scan counters, assistive voting devices, or electronic roster systems in the manner described in this Agreement and as set forth in the Grant Application previously submitted by Grantee and attached hereto. As Chief County Election Official, the County Auditor or Election Director is responsible for fulfilling all requirements of Grantee under this agreement. Grantee will use the funds awarded only for the procurement of the voting equipment set forth in the Grant Application except as set forth in paragraph 2.4 of this Agreement.

Grantee is hereby awarded \$23,324.41 for the purchase of O.S. Counters/Assistive Voting Devices.
Grantee must match this grant with \$23,324.41 of local funds.

Grantee is hereby awarded \$77,008.35 for the purchase of Electronic Rosters.
Grantee must match this grant with 25,669.45 of local funds.

Grantee will expend all funds granted by this Agreement as well as the required match pursuant to Minnesota Statutes, § 206.95, no later than August 1, 2019, or will return all unspent grant funds to the State by August 31, 2019, for potential redistribution.

2.2 Reporting Requirements. Grantee shall report to the State as specified in this Agreement.

- (1) **Progress Reporting.** Grantee shall submit, by January 7, 2019, a financial reporting form to the State utilizing the format identified by the State, stating the amount spent in calendar year 2018 for the purchase of each kind of voting system, how many were purchased, and how much of the grant award remains to be spent, if any.
- (2) **Final Reporting.** Grantee will submit a final report, no later than August 15, 2019, or 30 days after the grant amount has been fully expended, whichever comes first, including all items listed in 2.2 (1) above as well as cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements. These records must prove the total expenditure of the Grant Amount and the required total match pursuant to Minnesota Statutes, § 206.95, subdivision 4, or if less than all grant funds were expended, the total of the expended grant funds and the proportionate match required by Minnesota Statutes, § 206.95, subdivision 4.
- (3) **Other Requirements.** Subgrantee must maintain financial records for each grant sufficient to satisfy audit standards and must transmit those records to the secretary of state upon request of the secretary of state.
- (4) **Evaluation.** State shall have the authority, during the course of this grant period, to conduct an evaluation of the performance of Grantee.
- (5) **Requirement Changes.** State may modify or change all reporting forms at their discretion during the grant period.
- (6) **Special Requirements.** The State reserves the right to append to the Agreement terms, at any time before all grant funds have been expended, special administrative requirements deemed necessary to assure Grantee's successful implementation of the program. The State will notify the Grantee in writing of any special administrative requirements.

2.3 Accounting Requirements - Fiscal Control and Accounting Procedures.

Grantee's fiscal control and accounting procedures must be sufficient to:

- (a) Permit preparation of reports required by this Agreement,
- (b) Permit the tracing of funds to a level of expenditures adequate to determine that funds have not been used in violation of this agreement, and
- (c) Support accounting records through source documents, such as: cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements.

2.4 Alterations in Spending Plan.

Grantee may not spend funds granted for electronic roster systems for other equipment, nor may Grantee spend funds granted for other than electronic roster systems on electronic roster systems.

Grantee may spend funds granted for the purchase of optical scan counters on assistive voting devices, and granted for the purchase of assistive voting devices on optical scan counters, or in either case for combinations thereof, if the change is reported in the next financial report due after the purchase.

3 Time

Grantee must comply with all the time requirements described in this Agreement. In the performance of matters funded pursuant to this Agreement, time is of the essence.

4 Consideration and Payment

4.1 Consideration. The State will make an award to Grantee under this Agreement as follows:

- (1) **Grant Award.** The Subgrantee will be awarded the amount listed for the Grantee in paragraph 2.1 of this Agreement.
- (2) **Total Obligation.** The total obligation of the State to Grantee under this grant agreement will not exceed the amount stated in paragraph 2.1 of this Agreement.

4.2 Fiscal Requirements. Grantee shall report to the State as provided by paragraph 2.2 of this Agreement.

- (1) **Financial Guidelines.** Grantee's eligible expenditures under this grant agreement must be specifically incurred by Grantee. Grantee will report on all expenditures pertaining to this grant agreement as provided in paragraph 2.2.

(2) **Records.** Grantee shall retain all financial records for a minimum of six (6) years after the date of submission of the final financial report, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been resolved between the Grantee and State, whichever is later, and comply with all other Retention and access requirements for records provided in the jurisdiction's retention schedules.

4.3 **Payment Invoices.** State will pay the grant amount to an account of Grantee within 30 days after the effective date of this Agreement.

4.4 **Conditions.**

- (1) Payments under this Agreement will be made from funds appropriated by Laws 2017, First Special Session, Chapter 4, Article 1, § 6. Grantee is responsible for compliance with all requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with statutory or grant agreement requirements.
- (2) Grant funds must be used only to increase the funds that would, in the absence of this grant, be made available for procurement of the equipment set forth in paragraph and operating expenses as defined by law.
- (3) Grantee assures that equipment to be acquired with these grant funds is required because Grantee has need of the equipment, and has insufficient funds for that purchase. Grantee also assures that equipment purchased with grant funds will be used for all elections as required by law. Grantee agrees that it will only purchase optical scan counters, or assisted voting devices, certified under M.S. 206.57, or electronic rosters that the jurisdiction determines meets requirements of M.S. 201.225.
- (4) Grantee, for five full years following the purchase of equipment with grant funds, may dispose of that equipment only after first offering the equipment to Minnesota jurisdictions using the same type of equipment. During that five year period, Grantee may only sell the equipment at or below a price equal to the amount of the funds initially expended by Grantee for the equipment purchase, excluding the grant made pursuant to this agreement. If the funds so expended, or any part thereof, were initially received from the Help America Vote Act, funds from the sale of the equipment must be returned to the jurisdiction's Help America Vote Act (HAVA) account and must be retained and expended only for the purposes of HAVA.

5 **Satisfaction**

All duties required and agreements or assurances provided by Grantee in this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

6 **Authorized Representative**

The State's Authorized Representative is Gary Poser, Director of Elections, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Boulevard, Saint Paul, MN 55155-1299, 651-556-0612, or his successor, and has the responsibility to monitor the Grantee's performance and compliance with this Agreement.

Grantee's Authorized Representative is Kirk Peysar, County Auditor, 209 2nd St NW #202, Aitkin, MN 56431, kpeysar@co.aitkin.mn.us, 218-927-7354

Grant payment will be made to:
Aitkin County
Federal ID Number: 41-6005749

Grantee must be registered as a vendor in the SWIFT system, or must provide a W-9 form with this executed agreement, in order for State to register Grantee in the SWIFT system.

If Grantee's Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, Grantee must immediately notify the State.

7 Assignment Amendments, Waiver, and Grant Contract Complete

7.1 Assignment

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

7.2 Amendments

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

7.3 Waiver

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

7.4 Grant Contract Complete

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

8 Liability

Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the expenditures of the funds provided by this Agreement by Grantee or Grantee's agents or employees.

9 State Audits

Under Minnesota Statutes, § 16C.05, subd. 5, and 16B.98, subd. 8, Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices

Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this Agreement. The civil remedies of Minnesota Statutes, § 13.08 apply to the release of the data referred to in this clause by either Grantee or the State.

If Grantee receives a request to release the data referred to in this Clause, the Subgrantee must immediately notify the State. The State will give Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers' Compensation

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

12 Property and Casualty Insurance

Grantee is required to maintain a property and casualty insurance policy covering "All Risk" (or equivalent) of direct physical loss or damage, including, but not limited to, the perils of transit (if applicable), theft, and flood for the counters, devices or systems acquired using funds granted under the Agreement. The insurance limit shall be equal to the replacement cost of the election equipment. Any deductible shall be the sole responsibility of Grantee.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal

proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Data Disclosure

Under Minnesota Statutes, § 270.66, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Subgrantee to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

15 Termination.

The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee.

16 Grantee Procurement

Grantee certifies that it will use the procurement processes applicable in Grantee's jurisdiction in purchasing equipment with funds subject to this Agreement.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes, §§ 16A.15 and 16C.05.

Signed: *Jennifer Kees*

Date: 11/24/18

Grant Agreement No. 136968/2320

3. STATE (Office of the Secretary of State)

By: _____
(with delegated authority)

Title: Director of Elections

Date: _____

2. GRANTEE (Local Jurisdiction)

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution:

Grantee
State's Authorized Representative



Aitkin
County

Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Consumption & Display Permit

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: <p style="text-align: center;">Sally M. Huhta</p>		Department: <p style="text-align: center;">Auditor's</p>
Presenter (Name and Title): <p style="text-align: center;">N/A</p>		Estimated Time Needed: <p style="text-align: center;">N/A</p>
Summary of Issue: <p>Please approve the following Renewal of Consumption & Display (Set Up) Permit: Minnewawa Sportsmen's Club Inc., d/b/a Minnewawa Sportsmen's Club – Shamrock Township</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: <p style="text-align: center;">Approve Renewal of Consumption and Display Permit - Minnewawa Sportsmen's Club</p>		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Approve Asbestos Bid

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed:
Summary of Issue: Asbestos removal was bid separately from other government center project costs due to the nature of the work. Two bids were received with the low bidder, ACCT, Inc. coming in under the estimated cost. A comparison worksheet has been attached.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve low bid for asbestos removal from ACCT, Inc.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 48,000.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

Aitkin County Courthouse
 Old Sheriff's Building Demolition
 and
 Courthouse Renovation
 Aitkin, Minnesota
 Asbestos Abatement Bid Results

Contractor	Base Bid- 1.1 Lump Sum	Add/Alternate - 1.2 - Boiler Demolition	Add/Alternate 1.3 - Remove Exposed Thermal System from Inside Wall cavities	Unit Cost - See Attached Quotes
ACCT, INC	\$31,900.00	\$2,900.00	\$13,200.00 Base; \$750.00 per additional trip and \$25.00 per LF TSI	
MAVO Systems, INC	\$71,820.00	\$8,800.00	\$16,000.00 Base; \$750.00 per additional trip and \$18.00 per LF TSI	

ACCT was low bidder



Asbestos Control & Consulting Team

230 HWY 33 N., CLOQUET, MINNESOTA 55720

Telephone (218) 879-2241 • Fax (218) 879-6194

Asbestos Abatement Quotation

**Aitkin County Courthouse Demolition/Renovation
Project,
Aitkin, Minnesota**

BID FORM
Aitkin County Courthouse Demolition/Renovation Project
Aitkin, Minnesota

Contractor Name: ACCT, Inc.

Address: 230 Hwy. 33 W., Cloquet, MN 55720

Please submit quotations on the items listed below. Bidders must bid all phases with the base bid. The right is reserved to reject any or all bids. The right is reserved to accept the bid most advantageous to the Owner.

1.1 Base Bid - Lump Sum

Phase I - Old Sheriff's Building - Demolition

Remove approximately 200 linear feet of air cell pipe insulation, 40 each fitting/joint insulation, and cleanup approximately 2500 square feet of contaminated soil inside SW tunnel/crawlspace area and boiler room. Remove thermal system insulation by glovebag/wrap and cut methods. Asbestos debris is covering dirt crawl space; a minimum of 3-inch average deep of soil should be removed using MDH tunnel/crawlspace methods.

Remove approximately 40 window/door units in Old Sheriff's Building. The caulking is asbestos-containing. Remove one sink with black asbestos undercoating.

Phase II - Courthouse Area - Renovation

Remove approximately 6500 square feet of asbestos-containing floor tile using MDH full enclosure methods. Cleanup asbestos debris in Main Courthouse Attic. The attic space is approximately 1200 square feet.

(Written amount) \$ Thirty One Thousand Nine Hundred and $\frac{00}{100}$

(Numerical amount): \$ 31,900.00

Number of Days to Complete: 9 days

1.2 Add/Alternate Bid - Boiler Demolition - Lump Sum

Demolish old boiler in Old Sheriff's Building. Interior components have been assumed to be asbestos-containing materials.

(Written amount) \$ Two Thousand Nine Hundred and $\frac{00}{100}$

(Numerical amount): \$ 2,900.00

Number of Days to Complete: 2 days

1.3 Add/Alternate Bid - Thermal System Insulation

Remove approximately 1500 linear feet of millboard insulation inside wall cavities. Others will demo walls. Material can be removed by glovebag/wrap and cut methods

(Written amount) \$ Thirteen Thousand Two Hundred and $\frac{00}{100}$

(Numerical amount): \$ 13,200.00

Trip Charge for multiple trips: \$ 750.00 per trip

Linear foot cost for additional insulation: \$ 25 per linear foot

1.2 Unit Costs – Unit Costs apply to both add and deduct from base bid.

Windows/Doors (non-friable method) \$ 150.00 per window

Floor tile and mastic (unit for 160 square feet plus unit for additional feet - friable)

\$ 900.00 per 160 SF \$ 4.50 additional SF

Floor tile and mastic (less than 160 SF – nonfriable) \$ 4.00 per SF

Pipe insulation (less than 25 linear feet) \$ 25.00 per LF

Pipe fitting insulation \$ 25.00 per each

Contractor must have written approval for any additional cost not included in the base bid.

Signatures

Contractor Name: David Rice

Signature By: David Rice Date: 3/7/18

Title: Manager

Address: 230 Hwy. 33 N., Cloquet, MN 55720

Telephone: 218-879-2241 email: drice@ccct

BID FORM
Aitkin County Courthouse Demolition/Renovation Project
Aitkin, Minnesota

Contractor Name: MAVO Systems Inc.
Address: 2285 Beck's Rd Duluth, MN 55810

Please submit quotations on the items listed below. Bidders must bid all phases with the base bid. The right is reserved to reject any or all bids. The right is reserved to accept the bid most advantageous to the Owner.

1.1 Base Bid - Lump Sum

Phase I - Old Sheriff's Building - Demolition

Remove approximately 200 linear feet of air cell pipe insulation, 40 each fitting/joint insulation, and cleanup approximately 2500 square feet of contaminated soil inside SW tunnel/crawlspace area and boiler room. Remove thermal system insulation by glovebag/wrap and cut methods. Asbestos debris is covering dirt crawl space; a minimum of 3-inch average deep of soil should be removed using MDH tunnel/crawlspace methods.

Remove approximately 40 window/door units in Old Sheriff's Building. The caulking in asbestos-containing. Remove one sink with black asbestos undercoating.

Phase II - Courthouse Area - Renovation

Remove approximately 6500 square feet of asbestos-containing floor tile using MDH full enclosure methods. Cleanup asbestos debris in Main Courthouse Attic. The attic space is approximately 1200 square feet.

(Written amount) \$ Seventy One thousand Eight hundred twenty

(Numerical amount): \$ 71,820.00

Number of Days to Complete: 18

1.2 Add/Alternate Bid - Boiler Demolition - Lump Sum

Demolish old boiler in Old Sheriff's Building. Interior components have been assumed to be asbestos-containing materials.

(Written amount) \$ Eight thousand Eight hundred

(Numerical amount): \$ 8,800.00

Number of Days to Complete: 3

1.3 Add/Alternate Bid - Thermal System Insulation

Remove approximately 1500 linear feet of millboard insulation inside wall cavities. Others will demo walls. Material can be removed by glovebag/wrap and cut methods

(Written amount) \$ Sixteen thousand

(Numerical amount): \$ 16,000.00

Trip Charge for multiple trips: 750⁰⁰ per trip

Linear foot cost for additional insulation: 18.00 per linear foot

1.2 Unit Costs – Unit Costs apply to both add and deduct from base bid.

Windows/Doors (non-friable method) \$ 175.00 per window

Floor tile and mastic (unit for 160 square feet plus unit for additional feet - friable)

\$ 960.00 per 160 SF \$ 6.00 additional SF

Floor tile and mastic (less than 160 SF – nonfriable) \$ 4.00 per SF

Pipe insulation (less than 25 linear feet) \$ 40.00 per LF

Pipe fitting insulation \$ 45.00 per each

Contractor must have written approval for any additional cost not included in the base bid.

Signatures

Contractor Name: MAN Systems

Signature By: John Kraskey

Date: 3.6.18

Title: Division Mgr

Address: 2385 Becker Rd Duluth MN 55810

Telephone: 218-626-1586

email: jkraskey@manv.com



Board of County Commissioners Agenda Request

2L

Agenda Item #

Requested Meeting Date: 3/27/2018

Title of Item: Repurchase application - Lindholm S 26 T 44 R 25

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: Andrew Lindholm (Michael Lindholm) the former owner has made and filed an application for the repurchase of tax forfeited land, in accordance with the provisions of Minnesota Statute 282.241, on the following property - SE-NE Sec 26 Twp 44 Rge 25 and NW-NW Sec 26 Twp 44 Rge 25. The applicant has submitted the required fees.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve the application for repurchase.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner: xx

20180327-0xx

Repurchase Application – Lindholm

WHEREAS, Andrew Lindholm (Michael Lindholm) 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:

SE-NE Sec 26 Twp 44 Rge 25 and
NW-NW Sec 26 Twp 44 Rge 25

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: Andrew Lindholm has fell under medical/mental hardship and where he wasn't mentally competent to knowingly pay his taxes.*
- b) *That the repurchase of said land by me will promote and best serve the public interest, because: We would like to keep the land within the family and henceforth pay the land taxes.*

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

NOW THEREFORE BE IT RESOLVED, that the application of Andrew Lindholm (Michael Lindholm) 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 Statues 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 27th day of March 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of March 2018

Jessica Seibert
County Administrator

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

I, the undersigned owner-mortgagee-heir-representative of heirs Andrew Lindholm, at
the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows,

to-wit: SE 1/4 of NE 1/4 S. 26 T44 R25
NW 1/4 of NW 1/4 S. 26 T. 44. R. 25

do hereby make application for the purchase of said parcel of land from the State of Minnesota, in accordance with
the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land, I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons,

to-wit: Andrew Lindholm has fell under medical/mental hard
ship and where he wasn't mentally compident to knowlingly
pay his taxes

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

We would like to keep the land within the
family and hence forth pay the land taxes

Michael Lindholm
Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota
County of Aitkin

The foregoing instrument was acknowledged before me this 8 day of February, 2018, by
Michael Lindholm



Elizabeth A. Harmon
Signature of person taking acknowledgement

Notarial Seal

THIS CHECK IS VOID WITHOUT A BLUE & GREEN BORDER AND BACKGROUND PLUS A KNIGHT & FINGERPRINT WATERMARK ON THE BACK - HOLD AT ANGLE TO VIEW



**DEERWOOD
BANK**

21236 Archibald Road - PO Box 520 - Deerwood, MN 56444
800-291-6597

75-712
919

No.

219158

CASHIER'S CHECK

03/08/2018

\$3,735.66

REMITTER **MICHAEL LINDHOLM**

PAY **THE SUM OF ~~3~~ 3,735 Dollars 66 Cents**

TO THE ORDER OF **AITKIN COUNTY**

TO
THE
ORDER
OF


AUTHORIZED SIGNATURE

MEMO

⑈ 219158⑈ ⑆091907125⑆ 2009710⑈

Lindholm
 March 8, 2018
 16-0-037000

Interest calc March 31, 2018

	<u>Year</u>	<u>Tax</u>	<u>Cost</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>
	2005			\$ -		\$ -
	2006	\$ 136.00	\$ 20.00	\$ 190.80	\$ 13.60	\$ 360.40
	2007	\$ 44.00	\$ -	\$ 49.61	\$ 4.40	\$ 98.01
	2008	\$ 44.00	\$ -	\$ 44.77	\$ 4.40	\$ 93.17
	2009	\$ 84.00	\$ -	\$ 76.23	\$ 8.40	\$ 168.63
	2010	\$ 165.54	\$ -	\$ 136.82	\$ 23.18	\$ 325.54
	2011	\$ -	\$ -	\$ -	\$ -	\$ -
	2012	\$ -	\$ -	\$ -	\$ -	\$ -
	2013	\$ -	\$ -	\$ -	\$ -	\$ -
	2014	\$ 265.24	\$ -	\$ 98.27	\$ 37.13	\$ 400.64
	2015	\$ -	\$ -	\$ -	\$ -	\$ -
	2016	\$ 12.00	\$ -	\$ 1.65	\$ 1.20	\$ 14.85
	2017	\$ 32.00	\$ -	\$ 0.88	\$ 3.20	\$ 36.08
	2018	\$ 34.00	\$ -	\$ -	\$ -	\$ 34.00
Total:		\$ 816.78	\$ 20.00	\$ 599.03	\$ 95.51	\$ 1,531.32

Total:	1531.32
St Deed Tax	5.05
Forf Proc Cost	100.00
Sheriff Cost	40.00
Deed	25.00
Land Dept Cost	100.00
Rec Fee	46.00
Crt Letter Fee-Auditor	6.56
Crt Letter Fee-Land	0.00
<u>Insurance</u>	<u>0.00</u>
Total:	1,853.94

3/8/18

through
 March 2018
 \$ 3,735.66

Lindholm
 March 8, 2018
 16-0-038400

Interest calc March 31, 2018

	<u>Year</u>	<u>Tax</u>	<u>Cost</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>
	2005			\$ -		\$ -
	2006	\$ 132.00	\$ 20.00	\$ 183.60	\$ 11.20	\$ 346.80
	2007	\$ 36.00	\$ -	\$ 40.59	\$ 3.60	\$ 80.19
	2008	\$ 104.00	\$ -	\$ 105.82	\$ 10.40	\$ 220.22
	2009	\$ 120.00	\$ -	\$ 108.90	\$ 12.00	\$ 240.90
	2010	\$ 57.48	\$ -	\$ 47.51	\$ 8.05	\$ 113.04
	2011	\$ -	\$ -	\$ -	\$ -	\$ -
	2012	\$ -	\$ -	\$ -	\$ -	\$ -
	2013	\$ -	\$ -	\$ -	\$ -	\$ -
	2014	\$ 198.62	\$ -	\$ 73.59	\$ 27.81	\$ 300.02
	2015	\$ -	\$ -	\$ -	\$ -	\$ -
	2016	\$ 138.00	\$ -	\$ 18.98	\$ 13.80	\$ 170.78
	2017	\$ 96.00	\$ -	\$ 2.64	\$ 9.60	\$ 108.24
	2018	\$ 96.00	\$ -	\$ -	\$ -	\$ 96.00
Total:		\$ 978.10	\$ 20.00	\$ 581.62	\$ 96.46	\$ 1,676.18

Total:	1676.18
St Deed Tax	5.53
Forf Proc Cost	100.00
Sheriff Cost	0.00
Deed	0.00
Land Dept Cost	100.00
Rec Fee	0.00
Crt Letter Fee-Auditor	0.00
Crt Letter Fee-Land	0.00
<u>Insurance</u>	<u>0.00</u>
Total:	1,881.72



Aitkin
County

Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: 3-27-18

Title of Item: Out of State Travel - NACE Conference

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle		Estimated Time Needed: NA- Consent Agenda
Summary of Issue: Authorization is requested to attend the National Association of County Engineers (NACE) Conference in Wisconsin Dells, Wisconsin from April 22 - 26, 2018. Costs include \$695 for conference registration and approximately \$645 plus taxes and fees for lodging.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 1,340 plus tax and fees for lodging 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.



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Aitkin School and Workforce Center

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed:
Summary of Issue: Amanda Voller from the Aitkin Workforce Center and Paul Karelis and Brad Kelvington from Aitkin Public Schools will present information related to joint efforts for career opportunities and training.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Information only.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

3B

Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Award Bids - Government Center Project

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Jessica Seibert, County Administrator	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 min.
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Summary of Issue:

Low bids for the Aitkin County Government Center project have been qualified. The Board will be asked to approve contracts to the lowest qualified bidders as stated below:

Eagle Construction	\$652,666.00	Dorholt Tile	\$207,164.00
Thompson Concrete	\$236,442.00	Twin City Acoustics	\$298,873.00
Harbor City Masonry	\$690,990.00	Contract Tile & Carpet	\$134,768.00
Roden Iron	\$220,000.00	Fransen Decorating	\$209,750.00
Gopher State Contractors	\$245,300.00	MEI Total Elevator	\$258,232.00
Thelen Heating & Roofing	\$720,000.00	LVC Companies	\$244,800.00
Progressive Building Systems	\$226,000.00	Masters Plumbing & Heating	\$845,000.00
Sunrise Specialties	\$51,750.00	SMB of MN	\$34,700.00
API Garage Door	\$49,950.00	Holden Electric	\$974,350.00
Skold Specialty Contracting	\$15,340.00	Thurnbeck Steel	\$419,600.00
Anderson Glass Co.	\$315,100.00	Sell Hardware	\$106,785.00
Olympic Companies	\$889,350.00	Northwest Cabinets	\$163,676.00

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Aitkin County Government Center project construction contracts listed above.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 8,210,586.00

Is this budgeted? Yes No *Please Explain:*

Budgeted through use of bond funding.



Board of County Commissioners Agenda Request

3C
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Prod

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<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*

Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Please approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2019:

- # 26 Westerlund Inc., d/b/a Westerlund Cenex – Malmo Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve Application for License to Sell Tobacco Products - Westerlund Cenex

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: March 27, 2018

Title of Item: Propose Residential Waste Electronics Collection Event

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Terry Neff, Environmental Services Director		Department: Environmental Services
Presenter (Name and Title): Terry Neff, Environmental Services Director		Estimated Time Needed: 10 min
Summary of Issue: <p>Last year we held a residential waste electronics collection event on Saturday, June 10, 2017, from 10:00am - 2:00pm. The event was free to the public. We collected 53,591 pounds of materials (2-2/3 semi loads) with a cost of \$9560.00. I propose we hold a similar event this year on June 16, 2018, from 10:00am to 2:00pm.</p> <p>2 options - either have the event free of charge or charge \$5.00 per screened item (TV, Computer Monitor, etc.).</p> <p>Attached is the advertisement from last year that lists the accepted items.</p>		
Alternatives, Options, Effects on Others/Comments: Not hold the event this year.		
Recommended Action/Motion: Hold a residential waste electronics collection on June 16, 2018.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> \$5,000.00 to 10,000.00 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Use solid waste reserves to cover the cost of the event.		

FREE COMMUNITY ELECTRONICS RECYCLING



**Saturday
June 10th
10:00am - 2:00pm**

Located at:

**Aitkin County
Recycling Center
36488 400th Ave
Aitkin**

REGULAR RECYCLABLES ARE NOT ACCEPTED THIS DAY

**OPEN TO AITKIN COUNTY
RESIDENTS ONLY!**

No Commercial Waste Accepted!!

Acceptable items include: monitor, TV, PC, Laptop, printer, copier, tablet, telephone equipment, circuit board, hard drive, e-scrap (keyboard, mouse, etc.)

Also accepted: small household appliances (blender, toaster, iron, coffee maker, vacuum)

Examples of electronic wastes NOT ACCEPTED: hazardous waste, large household appliances (washer, dryer, refrigerator, stove, etc.), smoke detectors, microwaves, bulbs, etc.

*Sponsored by: Aitkin County Environmental Services.
For more information please call: (218) 927-7342*



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: March 27, 2018

Title of Item: Jail Intercom System

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sheriff Scott Turner	Department: Sheriff's Office
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Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed: 10 minutes
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Summary of Issue:

Replacement of the jail intercom system

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? \$ 57,263.14

Is this budgeted? Yes No *Please Explain:*

The cost will covered by Reserve Inmate Welfare Funds.

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, Room 185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO: Aitkin County Board of Commissioners DATE: March 20, 2018

FROM: Sheriff Scott Turner RE: Jail Intercom System

Attached is a quote from Accurate Controls to update the jail intercom system. We have been experiencing problems with this for quite some time and the operation of the system is intermittent. Our IT department has worked on it a number of times, but it remains problematic and the reliability of this system, which was installed at the time of the jail construction in 2001, cannot be guaranteed.

To refresh your memory, this system is used for, among other things, occupants of the facility to summons assistance to the various locations in the jail complex, call for a door to be opened or otherwise communicate with inmates and visitors of the facility.

The funds used for this purchase would come from the inmate welfare fund which is derived from inmate activities in the jail, such as phone cards and commissary. We currently have \$73,384.03 in this fund that will cover the cost of project from Accurate Controls, the contractor that installed the door controls and intercom system. The intercom system is intertwined with the jail door control system, so this upgrade would be from a single-source provider.



ACCURATE CONTROLS, INC.

326 Blackburn St., Ripon, WI 54971 P: 920-748-6603 F: 920-748-9397

Quotation #	180802AC
--------------------	----------

Sold To: Karta White Aitkin County Jail 217 2nd st. Aitkin, MN 56431 Phone: 0 Fax: 0 Email: kwhite@co.aitkin.mn.us	Date: 2/8/2018 Quoted By: Jeromy Dahlke
--	--

Description:

This quotation is for Accurate Controls to replace the existing analog Dukane StarCall audio system with a Harding hybrid (digital/analog) audio system for Aitkin County Jail. ACI will have a technician come to site to pre-test the audio system to make a list of what field devices are not operational before any change over has taken place. After the pre-test is complete the technician will begin to decommission the existing audio system. Decommissioning of the existing system does mean that at this time no intercoms/speakers will operate. Decommissioned parts will be left onsite for the facility to dispose of. Then the ACI technician will install new Harding audio equipment in the existing rack. Also Dutch's Electric will install a new CAT6 cable that will be pulled into master control for the new intercom master station. After the new audio system equipment is installed and initial start up of the system has taken place, the ACI technician will terminate all existing intercoms/speakers to the new Harding system. Once devices are terminated the ACI technician will test all audio devices for functionality. After initial testing has completed the ACI technician will compare lists to ensure that no more devices are nonfunctional. This will complete the system changeover and at that time the ACI technician will troubleshoot any remaining nonfunctional devices to see if they can get them to work or if parts would need to be quoted.

Exceptions

All work to be completed on 1st shift, Monday thru Friday 7:00 am - 4:30 pm and not on federally observed holidays. Work will require the disruption of normal operations. There is no overtime wages or sales tax on equipment. This quotation does not include any existing nonfunctional field devices.

Parts Description:	Quantity:	Unit Price:	Amount:
Harding IMS-640-1 microphone	1	\$1,034.27	\$1,034.27
Harding DCC-S100-3030-S100-MDIP	2	\$5,877.57	\$11,755.14
Harding DCE-S100-3000-S1	1	\$3,426.11	\$3,426.11
Harding TBE 310-1 talk back expanders	4	\$1,980.17	\$7,920.68
Harding CBL-STN-10-RR 10' station interface cables with 45 degree entry	5	\$164.07	\$820.35
Harding CBL-SWT-10-RR 10' station interface cables with 45 degree entry	5	\$92.49	\$462.45
Harding CBL-150-10 10' TBE interface cable	4	\$117.38	\$469.52
Harding QCB-120-1 Station boards	5	\$107.00	\$535.00
Harding QCB-120-2 Single switch boards	5	\$78.39	\$391.95
Harding DXL-SOF-ADM DXL Admin software	1	\$447.60	\$447.60
R8BZ wire mold power strip/surge protector	1	\$109.76	\$109.76
Rack side panels 69"x22" ACI 1016	2	\$199.50	\$399.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
0	0	\$0.00	\$0.00
			\$27,771.83

Shipping & Handling:	\$1,666.31
---------------------------------	-------------------

Labor Description:	Hours:	Unit Price:	Amount:
Field Technician	40	\$123.00	\$4,920.00
Programming	44	\$162.00	\$7,128.00
Project Management	40	\$94.50	\$3,780.00
Engineering	8	\$162.00	\$1,296.00
CAD	12	\$94.50	\$1,134.00
Manufacturing / Testing	48	\$84.00	\$4,032.00
Testing Certification/Training	16	\$123.00	\$1,968.00
			\$24,258.00

Subcontract Services:	Subcontractor:	Amount:
	Dutch's Electric	
Subcontractor materials		\$100.00
Subcontractor labor		\$100.00
		\$200.00

Travel & Per Diem:	\$3,367.00
Total Quotation:	\$57,263.14

Warranty:	1 year
------------------	--------

Accurate Controls, Inc. shall guarantee equipment to be free from defects during the warranty period. We shall send replacement parts for defective equipment in a timely fashion after diagnosis by our service department and receipt of a signed purchase order. If it is determined that the equipment to be replaced is defective, no invoice will be sent. ACI does not warranty equipment that is damaged due to negligence, acts of God or vandalism.

Respectfully:

Jeremy Dahlke
 Customer Service Manager
 jdahlke@accuratecontrols.com

Thank you for your business!

Please accept this signature as an approval of this quotation and an authorization to proceed.

PO#: _____

Date: _____

 Authorized Signature

 Print Name

 Title

Quotation valid for 30 days, subject to change thereafter.



Aitkin
County

Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: 03/27/2018

Title of Item: Annual Sheriff's Office Update

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

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

Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed: 50 minutes
--	---

Summary of Issue:

Annual Sheriff's Office Update (Powerpoint presentation)

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

6

Agenda Item #

Requested Meeting Date: March 27, 2018
Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	2 nd Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Pratt, Alt. Marcotte
Budget Committee 2019			Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 st Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Wedel and Pratt
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA (Liaison)	Monthly	4 th Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Pratt and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Pratt
Mille Lacs Fisheries Input Group	Monthly		Westerlund
Mille Lacs Watershed	10x year	4 th Thursday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4th Friday	Marcotte, Alt. Pratt
MN Rural Counties	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
NE MN ATP	Quarterly		Pratt, Alt. Niemi and Engineer Welle
NE MN Regional ECB	5x year	4 th Thursday	Marcotte, Alt. Sheriff Turner
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund