

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS August 14, 2018 – BOARD AGENDA

AITKIN COUNTY COURTHOUSE THIRD FLOOR, COURTROOM 3

- 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**
 - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File July 24, 2018 – August 13, 2018**
 - B) **Approve July 24, 2018 County Board Minutes**
 - C) **Approve Commissioner Warrants – July 27th**
 - D) **Approve Auditor Warrants – June Manual Warrants**
 - E) **Approve Auditor Warrants – Period 1 RE Tax Overpay Refunds**
 - F) **Approve Commissioner Warrants – August 10th**
 - G) **Adopt Resolution: County VSO Operational Enhancement Grant Program**
 - H) **Adopt Resolution: LG220 Exempt Permit – The Ruffed Grouse Society**
 - I) **Approve Affidavit for Duplicate of Lost Warrant #108512, Issued 3/23/2018, to Vanessa Fink for \$110.84**
 - J) **Approve ATV Purchase – Sheriff's Office**
 - K) **Accept \$250 Donation to STS from Public Utilities Commission**
 - L) **Authorize Payment of Primary and General Election Recounts**
 - M) **Approve Purchase of Backup Device – IT Dept.**
- 9:02 3) **Lori Grams, County Treasurer**
- A) **2018 Second Quarter Investment Report**
- 9:10 4) **Mike Dangers, County Assessor**
- A) **Approve Purchase of Data Cloud Solutions MobileAssessor**
- 9:25 5) **Rich Courtemanche, Assistant Land Commissioner**
- A) **Approve Engineering Services – Proposed Wawina Wetland Bank**
- 9:40 6) **John Welle, County Engineer**
- A) **Adopt Resolution: Award Contract No. 20185**

- B) Information Only: Contract 20182 Update**
- C) 2019 Budget Presentation**

10:45 Break

11:00 7) Sheriff Scott Turner

- A) Adopt Resolution: NIBRS Joint Powers Agreement**
- B) 2019 Proposed Budget – Sheriff’s Department**

11:45 8) Jessica Seibert, County Administrator

- A) 2nd Quarter 2018 Budget Review**
- B) 2019 Appropriations Discussion**
- C) Approve Personnel Committee Recommendation**
- D) Approve Honeywell Contract**
- E) Consider Proposal to Move Electrical Panel**

12:30 9) Committee Updates

1:00 Break

1:15 10) Jessica Seibert, County Administrator

- A) Closed Meeting – MN Statute 13D.03 – Labor Negotiations**

1:45 Adjourn

The Aitkin County Board of Commissioners met this 24th day of July, 2018 at 9:01 a.m., at the Aitkin Library, 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.

CALL TO ORDER

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve the July 24, 2018 agenda.

**APPROVED
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
July 24, 2018**

**HEALTH & HUMAN
SERVICES BOARD**

Attendance

The Aitkin County Board of Commissioners met this 24th day of July, 2018, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair Anne Marcotte, Commissioners Laurie Westerlund, J. Mark Wedel, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Accounting Supervisor Carli Goble, Financial Assistance Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Assistant to the County Administrator Sue Bingham, and Guests: Joell Miranda/H&HS Advisory Committee Member, Tiffany Stenglein/Office of Congressman Rick Nolan, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

Agenda

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the July 24, 2018 Health & Human Services Board agenda.

Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the June 26, 2018 Health and Human Services Board minutes.

Bills

Carli Goble, Fiscal Supervisor, presented the bills to the board and noted nothing unusual.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the bills.

**Health & Human Services Director Report, Cynthia Bennett H&HS Director
Legislative Update**

The 2017-2018 Legislative Session adjourned Sunday, May 21st. Several proposals were rolled into the omnibus bill which was vetoed by the Governor. This was positive in some respects and unfortunate in others. Proposals that MACSSA supported that were vetoed included:

1. MNChoices reform
2. The ability for counties to appeal the regional treatment center determination of "hospital level of care"

- 3. Expansion of telemedicine and the ability to bill Medical Assistance for this service
- 4. Elder Care
- 5. Opioid Stewardship Program

Proposals that MACSSA did not support that were vetoed:

- 1. Work requirements for those individuals who are on Medical Assistance. A state released report indicated that the fiscal impact to counties to implement this proposal would be 121.3 million dollars in 2020 and 162.6 million in 2021.

Other significant occurrences:

Mental Health bonding bill was passed with 28.1 million dedicated for behavioral health crisis facility grants and 30 million in appropriations bonds to the MN Housing Finance Agency to support development of permanent housing options for individuals with behavioral health needs.

Leadership Leverage Sessions at LLCC

- 1. Cynthia is facilitating the sessions
- 2. The sessions are focused on practical skill development VS philosophy and theory
- 3. Ten staff are participating
- 4. Nine sessions total, one every three weeks
- 5. Staff attending are very appreciative and grateful that Aitkin County Leaders and Commissioners are supportive of this training

Carli Goble, Accounting Supervisor

Financial Reports

- 1. June 2018 – On track
- 2. Out of Home Placement (OHP) – We are half of where we were last year
- 3. Residential Treatment Center (RTC) – YTD 2018 paid out \$194,960 compared to \$96,735 in 2017
- 4. Overall Budget – On track

Committee Reports

Lakes & Pines Update – Commissioner Niemi

Discussed audit, and Live Well at Home transportation

The meeting was adjourned at 9:38 a.m.

Next Meeting – August 28, 2018

Break: 9:38 a.m. to 9:55 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: July 10, 2018 to July 23, 2018; B) Approve County Board Minutes: July 10, 2018; C) Approve County Board Minutes – Emergency Meeting: July 16, 2018; D) Approve Commissioner Warrants: General Fund \$180,434.25, Road & Bridge \$295,896.47, Health & Human Services \$7,867.18, Trust \$18,402.59, Forest Development \$1,361.92, Long Lake Conservation Center \$4,524.43, Parks \$28,171.01 for a total of \$536,657.85 E) Approve Auditor Warrants – Government Center Addition: Debt Service \$129,427.56; F) Approve Auditor Warrants – Sales & Use Tax: General Fund \$617.58, Road & Bridge \$842.11, State \$8,528.50, Trust \$10.16, Long Lake

**HHS BOARD
ADJOURNS**

BREAK

**CONSENT
AGENDA**

Conservation Center \$121.20, Parks \$317.05 for a total of \$10,436.60; G) Adopt Resolution: LG230 Off-Site Gambling – Isle Lions Club; H) Approve Application to Make Retail Sales of Cigarette & Other Tobacco Products : Dollar General Store – City of McGregor; I) Approve Temporary 3.2 Malt Liquor License – August 25, 2018; J) Approve Temporary 3.2 Malt Liquor License – November 9, 2018; K) Appoint Bruce Groulx to the East Central Regional Library Board

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – LG230 Off-Site Gambling – Isle Lions Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Isle Lions Club at the following location – The White Pine Logging Show, 15489 180th Avenue, Finlayson, MN 55735 – Williams Township. (Note: Dates of activity for Pull-Tabs and Bingo – August 31, 2018 to September 3, 2018)

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the following Application to Sell Tobacco Products for the period ending March 31, 2019:

#29 DG Retail, LLC, d/b/a Dollar General Store #18887 – City of McGregor

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for August 25, 2018:

ON Sale:

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

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for November 9, 2018:

ON Sale:

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

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to appoint Bruce Groulx to the East Central Regional Library Board.

Ross Wagner, Economic Development & Forest Industry Coordinator presented applications for Aitkin County Broadband Development Grant from SCI Broadband and Mille Lacs Energy Cooperative, and discussed applying for IRRRB Community

**RESOLUTION
20180724-052
LG230 OFF-SITE
GAMBLING – ISLE
LIONS CLUB**

**APPLICATION TO
SELL TOBACCO
PRODUCTS –
DOLLAR
GENERAL STORE**

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

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

**ECRL BOARD
APPOINTMENT**

Infrastructure Grant. Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Aitkin County Broadband IRRRB Grant Application:

WHEREAS, Aitkin County has committed \$450,000 towards Broadband Fiber to the Premise (FTTP) Networks in Aitkin County by implementing the Aitkin County Broadband Development Grant, to be paid out in \$150,000 grant awards in 2017, 2018 and 2019, and

WHEREAS, for 2017 Aitkin County Broadband Development Grants will provide a FTTP network, servicing 610 homes and businesses, and

WHEREAS, Applications for 2018 would result in an additional 785 homes and businesses being eligible for a FTTP network, and

WHEREAS, Aitkin County seeks additional funding to assist with the implementation of additional FTTP network opportunities.

THEREFORE, BE IT RESOLVED, that Aitkin County will apply for an IRRRB Community Infrastructure Grant for \$150,000 for a FTTP network. Should the application be successful, Aitkin County will accept the funds. The fiscal agent for this grant will be Aitkin County; Contact person, Economic Development and Forest Industry Coordinator, Ross Wagner, authorized signature and agent for Aitkin County shall be Jessica Seibert, Aitkin County Administrator, Aitkin County Courthouse, 217 2nd Street NW, Aitkin, MN 56431

Jessica Seibert, County Administrator discussed the following with the Board:

- Payment in Lieu of Taxes Class Action Lawsuit
- Strategic Planning Date
- AMC District 1 Fall Meeting Location
- 2019 Commissioner Budget

Action taken:

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve completion of the Kane County, Utah v. United States Class Action Lawsuit Opt-In Notice Form, and to authorize County Administrator Jessica Seibert to act as the contact for the lawsuit.

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve Strategic Planning Session on August 21, 2018 at Long Lake Conservation Center.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to hold the AMC District 1 Fall meeting at Big Sandy Lodge in McGregor.

Sheriff Scott Turner gave the Board a brief update on flooding and high lake levels.

**RESOLUTION
20180724-053
AITKIN COUNTY
BROADBAND
IRRRB GRANT
APPLICATION**

**COUNTY
ADMINISTRATOR
DISCUSSION
ITEMS**

**PAYMENT IN LIEU
OF TAXES CLASS
ACTION LAWSUIT**

**STRATEGIC
PLANNING**

**AMC DISTRICT 1
FALL MEETING**

**FLOODING
UPDATE**

The Board discussed: NEMNTAP, BSLWMP, ATV Alliance, McGregor Airport, AIS, ACAT, Planning Commission, CARE, TZD, Aitkin Airport, Snake River, and ARDC.

**BOARD
DISCUSSION**

Anne Marcotte, Board Chair asked for a moment of silence in memory of John Walters, Aitkin County Equipment Operator.

**MOMENT OF
SILENCE**

Motion by Commissioner Wedel seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 11:01 a.m. until Tuesday, August 14, 2018 at 9:00 a.m. in Courtroom 3 of the Aitkin County Courthouse.

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

JKK1
7/24/18 8:28AM

Aitkin County July 27th

20



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

JKK1
7/24/18 8:28AM
1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 DEPT		Commissioners		
6097 Verizon Wireless				
01-001-000-0000-6250		monthly mifi	9810329308	Telephone
01-001-000-0000-6250		june verizon	9810366973	Telephone
6097 Verizon Wireless				
			2 Transactions	
1 DEPT Total:		Commissioners	1 Vendors	2 Transactions
12 DEPT		Court Administration		
11634 Gammello & Pearson PLLC				
01-012-000-0000-6232		01-jv-17-994	63825	Attorney Services
11634 Gammello & Pearson PLLC				
			1 Transactions	
12 DEPT Total:		Court Administration	1 Vendors	1 Transactions
40 DEPT		Auditor		
86222 Aitkin Independent Age				
01-040-000-0000-6230		board of appeal		Printing, Publishing & Adv
01-040-021-0000-6230		license center	1014	Printing, Publishing & Adv
86222 Aitkin Independent Age				
			2 Transactions	
783 Canon Financial Services, Inc				
01-040-000-0000-6231		copier contract	18825448	Services, Labor, Contracts
783 Canon Financial Services, Inc				
			1 Transactions	
11411 Charter Communications				
01-040-021-0000-6250		monthly charter		License Center- Phone
11411 Charter Communications				
			1 Transactions	
1457 CPS Technology Solutions, Inc				
01-040-000-0000-6231		Contract Maintenance	375049	Services, Labor, Contracts
1457 CPS Technology Solutions, Inc				
			1 Transactions	
2214 Holder/Maryann				
01-040-021-0000-6301		license center rent		Rentals
2214 Holder/Maryann				
			1 Transactions	
14892 Knutson / Jonathan				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01-040-000-0000-6240		Notary Recording		Dues
01-040-000-0000-6330		MACA Parking		Transportation & Travel
14892 Knutson / Jonathan				
	28.00		2 Transactions	
86290 Mn Counties Information Systems				
01-040-000-0000-6231	1,977.00	2018 OPEB share		Services, Labor, Contracts
01-040-000-0000-6231	4,821.00	Payroll quarterly support	1458	Services, Labor, Contracts
86290 Mn Counties Information Systems			2 Transactions	
6,798.00				
10930 Tidholm Productions				
01-040-000-0000-6405	132.00	#10 envelopes	0021 7487	Office & Computer Supplies
10930 Tidholm Productions			1 Transactions	
132.00				
40 DEPT Total:	8,308.87	Auditor	8 Vendors	11 Transactions
42 DEPT		Treasurer		
14330 US Bank				
01-042-000-0000-6625	117.53	ricoh copier contract	36153496	Office Equipment
14330 US Bank			1 Transactions	
117.53				
42 DEPT Total:	117.53	Treasurer	1 Vendors	1 Transactions
43 DEPT		Assessor		
10330 Dangers/Mike				
01-043-000-0000-6330	26.70			Transportation & Travel & Parking
10330 Dangers/Mike			1 Transactions	
26.70				
4641 Holiday Credit Office				
01-043-000-0000-6511	598.05	1400-000-147-443		Gas And Oil
4641 Holiday Credit Office			1 Transactions	
598.05				
3810 Paulbeck's County Market				
01-043-000-0000-6405	15.18	bug spray tom b	010000660934	Office, Film & Computer Supplies
3810 Paulbeck's County Market			1 Transactions	
15.18				
6097 Verizon Wireless				
01-043-000-0000-6250	149.12	june verizon	9810087534	Telephone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
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
6097 Verizon Wireless		1 Transactions		
Amount	149.12			
43 DEPT Total:	789.05	Assessor	4 Vendors	4 Transactions
44 DEPT		Central Services		
783 Canon Financial Services, Inc		copier contract	18825451	Services, Labor, Contracts
01-044-000-0000-6231	326.43			
783 Canon Financial Services, Inc	326.43	1 Transactions		
3336 Office Of MN. IT Services		June 18		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:	1,626.43	Central Services	2 Vendors	2 Transactions
49 DEPT		Information Technologies		
86290 Mn Counties Information Systems		Property Tax Support	1458	Programming, Services, Contracts
01-049-000-0000-6231	23,014.00			
86290 Mn Counties Information Systems	23,014.00	1 Transactions		
6097 Verizon Wireless		july mobile broadband	9810034268	Programming, Services, Contracts
01-049-000-0000-6231	35.01			
6097 Verizon Wireless	35.01	1 Transactions		
49 DEPT Total:	23,049.01	Information Technologies	2 Vendors	2 Transactions
52 DEPT		Administration/Personnel Dept		
86222 Aitkin Independent Age		Position Vacancies 6/6 6/13 6/		Printing, Publishing & Adv
01-052-000-0000-6230	206.08			
86222 Aitkin Independent Age	206.08	1 Transactions		
4641 Holiday Credit Office		1400-000-135-194		Gas And Oil
01-052-000-0000-6511	12.84			
4641 Holiday Credit Office	12.84	1 Transactions		
86235 The Office Shop Inc		portfolio	1048518-0	Office & Computer Supplies
01-052-000-0000-6405	7.60			
01-052-000-0000-6405	32.01	post-its	1048562-0	Office & Computer Supplies

Aitkin County



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7/24/18 8:28AM
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
86235 The Office Shop Inc				
	39.61		2 Transactions	
6097 Verizon Wireless				
01-052-000-0000-6250	6.93-	monthly mifi	9810329308	Telephone
6097 Verizon Wireless	6.93-		1 Transactions	
14962 YourMembership.com, INC				
01-052-000-0000-6230	149.00	Appraiser Job Posting	R35765337	Printing, Publishing & Adv
14962 YourMembership.com, INC	149.00		1 Transactions	
52 DEPT Total:	400.60	Administration/Personnel Dept	5 Vendors	6 Transactions
60 DEPT		Elections		
13129 SeaChange				
01-060-000-0000-6406	1,836.49	election supplies	501426	Ballots & Programming
13129 SeaChange	1,836.49		1 Transactions	
86235 The Office Shop Inc				
01-060-000-0000-6405	63.25	lables/cutter/clipboard	1048312,299685	Office & Computer Supplies
86235 The Office Shop Inc	63.25		1 Transactions	
60 DEPT Total:	1,899.74	Elections	2 Vendors	2 Transactions
100 DEPT		Recorder		
3951 Pro West & Associates, Inc				
01-100-195-0000-6231	303.26	Applications Developer	002309	Services, Labor, Contracts- Land Records
3951 Pro West & Associates, Inc	303.26		1 Transactions	
100 DEPT Total:	303.26	Recorder	1 Vendors	1 Transactions
110 DEPT		Courthouse Maintenance		
13725 Beartooth True Value				
01-110-000-0000-6422	28.23	screen supplies	1027	Janitorial Supplies
13725 Beartooth True Value	28.23		1 Transactions	
1754 Garrison Disposal Company, Inc				
01-110-000-0000-6255	593.00	july billing	59173	Garbage

Aitkin County



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1 General Fund

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1754 Garrison Disposal Company, Inc		593.00			
			1 Transactions		
9692 Minnesota Energy Resources Corporation					
01-110-000-0000-6254		50.17	aitkin county court house		Utilities & Heating
9692 Minnesota Energy Resources Corporation		50.17			
			1 Transactions		
10698 Stericycle, Inc					
01-110-000-0000-6255		30.10	STERI- SAFE	4007965104	Garbage
10698 Stericycle, Inc		30.10			
			1 Transactions		
6097 Verizon Wireless					
01-110-000-0000-6250		31.31	june verizon	9810366973	Phone
6097 Verizon Wireless		31.31			
			1 Transactions		
110 DEPT Total:		732.81	Courthouse Maintenance	5 Vendors	5 Transactions
120 DEPT			Service Officer		
4641 Holiday Credit Office					
01-120-000-0000-6511		264.33	1400-000-136-034		Gas And Oil
4641 Holiday Credit Office		264.33			
			1 Transactions		
4669 Sterling Solutions, Inc					
01-120-000-0000-6300		750.00	vims maintenance agreement	02036-050	Maintenance-Service Contracts
4669 Sterling Solutions, Inc		750.00			
			1 Transactions		
120 DEPT Total:		1,014.33	Service Officer	2 Vendors	2 Transactions
122 DEPT			Planning & Zoning		
111 Aitkin Co Soil & Water					
01-122-000-0000-6231		933.52	on- site sewage treatment progr		Services, Labor, Contracts, Programming
111 Aitkin Co Soil & Water		933.52			
			1 Transactions		
86222 Aitkin Independent Age					
01-122-000-0000-6230		78.76	Notice of hearing 7/16 7/11		Printing, Publishing & Adv
86222 Aitkin Independent Age		78.76			
			1 Transactions		
14320 Benson/Lin					
01-122-000-0000-6350		70.00	BOA meeting		Per Diem

Aitkin County

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
14320 Benson/Lin		94.83	BOA meeting	Boa/Pc Mileage
		164.83		2 Transactions
14339 Bright/Richard Edward		60.00	boa meeting	Per Diem
		46.87	boa meeting	Boa/Pc Mileage
14339 Bright/Richard Edward		106.87		2 Transactions
13066 Hargrave/Bryan		3,500.00	7/9- 7/13 7/16- 7/20	Services, Labor, Contracts, Programming
13066 Hargrave/Bryan		3,500.00		1 Transactions
4641 Holiday Credit Office		74.95	1400- 000- 135- 321	Gas And Oil
4641 Holiday Credit Office		74.95		1 Transactions
5516 Paquette/Jeremy M		60.00	BOA Meeting	Per Diem
		48.51	BOA Meeting	Boa/Pc Mileage
5516 Paquette/Jeremy M		108.51		2 Transactions
4010 Rasley Oil Company		48.51		aitcozos Gas And Oil
4010 Rasley Oil Company		48.51		1 Transactions
10028 Spiel/Edward		60.00	BOA MEETING	Per Diem
		51.23	BOA MEETING	Boa/Pc Mileage
10028 Spiel/Edward		111.23		2 Transactions
12077 Stromberg/Kevin		60.00	boa meeting	Per Diem
		40.88	boa meeting	Boa/Pc Mileage
12077 Stromberg/Kevin		100.88		2 Transactions
122 DEPT Total:		5,228.06	Planning & Zoning	10 Vendors 15 Transactions
123 DEPT			Coroner	
988 Hennepin Co Medical Centers				

Aitkin County



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JKK1
7/24/18 8:28AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
Amount				
01- 123- 000- 0000- 6260		ME 18- 1478 Medex 023095		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260		ME 18- 1674 Medex 023118	06- 16- 18	Autopsies- - Pathologist, Xrays, Etc
988 Hennepin Co Medical Centers		2 Transactions		
6105 National Medical Services				
01- 123- 000- 0000- 6260		ME 18- 1478 Medex 023095		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260		ME 18- 1513 Medex 023096		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260		ME 18- 1674 Medex 023118	06- 16- 18	Autopsies- - Pathologist, Xrays, Etc
6105 National Medical Services		3 Transactions		
3987 Ramsey County Medical Examiner				
01- 123- 000- 0000- 6260		ME 18- 1478 Medex 023095		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260		ME 18- 1513 Medex 023096		Autopsies- - Pathologist, Xrays, Etc
01- 123- 000- 0000- 6260		ME 18- 1674 Medex 023118	06- 16- 18	Autopsies- - Pathologist, Xrays, Etc
3987 Ramsey County Medical Examiner		3 Transactions		
4507 Sorensen Root Thompson Funeral Home				
01- 123- 000- 0000- 6330		xports 1/18 - 6/19/18		Transportation For Autopsy
4507 Sorensen Root Thompson Funeral Home		1 Transactions		
123 DEPT Total:		14,118.33	4 Vendors	9 Transactions
200 DEPT		Enforcement		
117 Aitkin County Sheriff				
01- 200- 000- 0000- 6374		#206 tabs 735WUX	10063	Auto & Trailer License
01- 200- 039- 0000- 6425		2017 Gun Permit Wages	18- 0151	Gun Permit Expenses
117 Aitkin County Sheriff		2 Transactions		
170 Aitkin Motor Company				
01- 200- 000- 0000- 6302		Oil change #223	18986	Car Maintenance
170 Aitkin Motor Company		1 Transactions		
11960 ASAP Towing				
01- 200- 000- 0000- 6359		Honda Accord 18- 1855 forfeit	6302	Wrecker Service
01- 200- 000- 0000- 6359		Merc Gr Marq 18- 1739 forf	6840	Wrecker Service
11960 ASAP Towing		2 Transactions		
12445 Brandl Chevrolet, Buick GMC				
01- 200- 000- 0000- 6302		new brake caliper bolt #217	309806	Car Maintenance

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
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>
12445 Brandl Chevrolet, Buick GMC		134.82	1 Transactions		
13325 Bruggman/Paul					
01- 200- 040- 0000- 6304		1,031.20	June TZD		TZD Grant Expenses
13325 Bruggman/Paul		1,031.20	1 Transactions		
10442 Bureau Of Crim.Apprehension					
01- 200- 039- 0000- 6425		735.00	new/renewals 2nd quarter	01- 0057	Gun Permit Expenses
10442 Bureau Of Crim.Apprehension		735.00	1 Transactions		
783 Canon Financial Services, Inc					
01- 200- 000- 0000- 6231		164.95	admin copier contract	18786483	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		164.95	1 Transactions		
13717 CovertTrack Group, Inc.					
01- 200- 000- 0000- 6231		1,200.00	Annual renewal mapping product	8130	Services & Labor (Incl Contracts)
13717 CovertTrack Group, Inc.		1,200.00	1 Transactions		
3392 Exsted/Debra					
01- 200- 000- 0000- 6511		13.50	gas TRIAD meeting	07- 17- 18	Gas And Oil
3392 Exsted/Debra		13.50	1 Transactions		
4641 Holiday Credit Office					
01- 200- 000- 0000- 6511		148.01	#221 gas June		Gas And Oil
4641 Holiday Credit Office		148.01	1 Transactions		
2340 Hyytinen Hardware Hank					
01- 200- 000- 0000- 6405		7.49	picture hanging strips	1456623	Office Supplies
01- 200- 000- 0000- 6405		12.98	ant killer	1468265	Office Supplies
2340 Hyytinen Hardware Hank		20.47	2 Transactions		
252 Lynn Peavey Company					
01- 200- 000- 0000- 6405		144.00	evidence gathering supplies	346574	Office Supplies
252 Lynn Peavey Company		144.00	1 Transactions		
3100 McGregor Oil					
01- 200- 000- 0000- 6511		51.12	March/April gas	66704- ST	Gas And Oil
01- 200- 000- 0000- 6511		29.52	May gas #217	67488- ST	Gas And Oil
01- 200- 000- 0000- 6511		71.12	June gas #220	67863- ST	Gas And Oil

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
3100	McGregor Oil	151.76		
			3 Transactions	
3334	MCIT			
	01- 200- 000- 0000- 6352	2,500.00	deductible B. Mallak	D5478 Insurance
3334	MCIT	2,500.00		
			1 Transactions	
4010	Rasley Oil Company			
	01- 200- 000- 0000- 6511	130.90	#220 gas	Gas And Oil
4010	Rasley Oil Company	130.90		
			1 Transactions	
13864	Sandberg/Kristi			
	01- 200- 000- 0000- 6150	1,000.00	Health Insurance Reim	Health Insurance- Employer
13864	Sandberg/Kristi	1,000.00		
			1 Transactions	
4681	Streichers			
	01- 200- 000- 0000- 6610	104.00	batons (4)	I1321026 Equipment & Radios
	01- 200- 000- 0000- 6610	3,196.00	LMT 40 mm launcher	I1321712 Equipment & Radios
	01- 200- 000- 0000- 6409	32.98	flashlight holder #224	I1322302 Deputy Supplies
4681	Streichers	3,332.98		
			3 Transactions	
86235	The Office Shop Inc			
	01- 200- 000- 0000- 6405	207.99	basement air purifier	1048160- 0 Office Supplies
	01- 200- 000- 0000- 6405	187.29	office supplies	1048178- 0 Office Supplies
	01- 200- 000- 0000- 6405	9.99	paper	299678- 0 Office Supplies
86235	The Office Shop Inc	405.27		
			3 Transactions	
13934	Tire Barn			
	01- 200- 000- 0000- 6302	290.25	brakes, oil change #204	43567 Car Maintenance
	01- 200- 000- 0000- 6302	588.74	oil change, exhaust pipe #224	43591 Car Maintenance
	01- 200- 000- 0000- 6302	44.05	oil change#206	43671 Car Maintenance
	01- 200- 000- 0000- 6302	308.77	front brakes #212	43699 Car Maintenance
	01- 200- 000- 0000- 6302	44.05	oil change #210	43839 Car Maintenance
	01- 200- 000- 0000- 6302	634.48	oil change, 4 tires #202	43988 Car Maintenance
	01- 200- 000- 0000- 6302	49.08	oil change #212	44032 Car Maintenance
13934	Tire Barn	1,959.42		
			7 Transactions	
13848	WYATT'S TOWING			
	01- 200- 000- 0000- 6359	225.00	Chev Cav 18- 1835 forfeiture	Wrecker Service

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
1 General Fund

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>
13848 WYATT'S TOWING		225.00			
			1 Transactions		
200 DEPT Total:		44,742.18	Enforcement	20 Vendors	35 Transactions
202 DEPT			Boat & Water		
2340 Hyytinen Hardware Hank					
01-202-000-0000-6405		14.28	B&W eye bolts, cold shut	1460030	Office Supplies
01-202-000-0000-6405		4.97	B&W eye bolts, washers	1465476	Office Supplies
2340 Hyytinen Hardware Hank		19.25			
			2 Transactions		
202 DEPT Total:		19.25	Boat & Water	1 Vendors	2 Transactions
252 DEPT			Corrections		
117 Aitkin County Sheriff					
01-252-000-0000-6231		20.00	record P. Martin as Notary	10060	Services & Labor (Incl Contracts)
117 Aitkin County Sheriff		20.00			
			1 Transactions		
5658 Amerigas					
01-252-000-0000-6254		133.00	tank rental 120 gal, 500 gal	803876477	Utilities & Heating
5658 Amerigas		133.00			
			1 Transactions		
12106 Antoine Electric					
01-252-000-0000-6590		58.46	batteries for em lights	16611	Repair & Maintenance Supplies
12106 Antoine Electric		58.46			
			1 Transactions		
783 Canon Financial Services, Inc					
01-252-000-0000-6231		96.07	Dispatch copier monthly	18825447	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		96.07			
			1 Transactions		
5583 Crawford Supply Company					
01-252-252-0000-6408		80.16	commissary supplies	1015013	Commissary Supplies
5583 Crawford Supply Company		80.16			
			1 Transactions		
1829 Goble's Sewer Service Inc.					
01-252-000-0000-6231		1,140.00	jetting sewer line inmate dmg	9075	Services & Labor (Incl Contracts)
01-252-000-0000-6231		195.00	jet sewer line - bath towel	9250	Services & Labor (Incl Contracts)
1829 Goble's Sewer Service Inc.		1,335.00			
			2 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
2186 Hillyard Inc - Kansas City 01-252-000-0000-6422		129.42	power scrub brush	602870510	Janitorial Supplies
2186 Hillyard Inc - Kansas City		129.42		1 Transactions	
2340 Hyytinen Hardware Hank 01-252-000-0000-6590		25.47	paint, roller covers	1456463	Repair & Maintenance Supplies
01-252-000-0000-6590		11.98	poly sand bag	1463255	Repair & Maintenance Supplies
2340 Hyytinen Hardware Hank		37.45		2 Transactions	
5503 Keefe Supply Company 01-252-252-0000-6408		224.92	commissary supplies	224.92	Commissary Supplies
5503 Keefe Supply Company		224.92		1 Transactions	
5756 KEEPRS, Inc 01-252-000-0000-6410		59.99	uniform pants Liz E.	382411	Clothing Allowance
5756 KEEPRS, Inc		59.99		1 Transactions	
13844 McKesson Medical Surgical 01-252-000-0000-6262		346.07	epi pen	30956072	Medical Expenses & Supplies - Inmates
13844 McKesson Medical Surgical		346.07		1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea 01-252-000-0000-6254		373.41	Shelter/Tower electric	34-54-015-01	Utilities & Heating
3160 Mille Lacs Energy Coop- Albert Lea		373.41		1 Transactions	
89765 Minnesota Elevator, Inc 01-252-000-0000-6231		178.27	July monthly service	757132	Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		178.27		1 Transactions	
9692 Minnesota Energy Resources Corporation 01-252-000-0000-6254		50.17	Jail	0505221458	Utilities & Heating
01-252-000-0000-6254		404.10	Jail	0505399584	Utilities & Heating
01-252-000-0000-6254		20.13	STS	0506726121	Utilities & Heating
9692 Minnesota Energy Resources Corporation		474.40		3 Transactions	
9228 North Memorial Ambulance Service 01-252-000-0000-6262		467.83	transport S. Horak from jail	2134485	Medical Expenses & Supplies - Inmates
9228 North Memorial Ambulance Service		467.83		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418		162.20	groceries	10002418186026	Groceries
01- 252- 000- 0000- 6418		167.32	groceries	10002418193017	Groceries
3789 Pan- O- Gold Baking Company		329.52			2 Transactions
4010 Rasley Oil Company					
01- 252- 000- 0000- 6330		81.69	transport gas		Prisoner Transportation & Travel
4010 Rasley Oil Company		81.69			1 Transactions
9499 Reliance Telephone Systems, Inc					
01- 252- 252- 0000- 6406		1,100.00	phone cards	D- 21574	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,100.00			1 Transactions
12930 River Oaks Dental					
01- 252- 000- 0000- 6262		686.00	Bartkowicz dental	006158	Medical Expenses & Supplies - Inmates
12930 River Oaks Dental		686.00			1 Transactions
84172 Riverwood Healthcare Center					
01- 252- 000- 0000- 6262		190.12	3/21/18 Debra Nacey	103093752	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		223.12	3/14/18 Debra Nacey	103093752	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		356.25	6/01/18 Debra Nacey	103093752	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		75.75	3/7/18 C. Niedzielski	103107712	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		157.87	2/28/18 Madisen Hensel	103428554	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		223.12	3/13/18 Nicole Happy	103444200	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		75.75	1/30/18 Dana Carlson	103590603	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		75.75	3/14/18 Dana Carlson	103590603	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		271.12	1/18/18 Dana Carlson	103590603	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		1,044.75	3/29/18 Clarissa Wilson	103618919	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		744.00	4/5/18 Clarissa Wilson	103618919	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		297.00	8/15/17 Becky Jones	103645948	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		222.75	5/31/18 Stacy Stangel	103677113	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		223.12	D. Reisewitz	80002813	Medical Expenses & Supplies - Inmates
84172 Riverwood Healthcare Center		4,180.47			14 Transactions
4761 Sysco Minnesota Inc					
01- 252- 000- 0000- 6418		3,054.74	groceries	153340120	Groceries
01- 252- 000- 0000- 6418		2,575.42	groceries	153343903	Groceries
4761 Sysco Minnesota Inc		5,630.16			2 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86235 The Office Shop Inc		office supplies	1048178-0	Office & Computer Supplies
01-252-000-0000-6405	187.29			
86235 The Office Shop Inc	187.29	1 Transactions		
11608 Thrifty White Pharmacy- McGregor		Nov credit taken twice		Medical Expenses & Supplies - Inmates
01-252-000-0000-6262	419.94			
01-252-000-0000-6262	2,415.57	inmate prescriptions	June RX	Medical Expenses & Supplies - Inmates
11608 Thrifty White Pharmacy- McGregor	2,835.51	2 Transactions		
13934 Tire Barn		oil chg, rotate tires xport 2	44057	Car Maintenance
01-252-000-0000-6302	58.05			
13934 Tire Barn	58.05	1 Transactions		
10005 Watson/Linda		indigent inmate haircuts	07-14-18	Services & Labor (Incl Contracts)
01-252-000-0000-6231	30.00			
10005 Watson/Linda	30.00	1 Transactions		
252 DEPT Total:	19,133.14	Corrections	25 Vendors	45 Transactions
253 DEPT		Sentence to Serve		
2340 Hyytinen Hardware Hank		STS heat gun dual temp	1449310	Operating Supplies
01-253-000-0000-6405	29.99			
01-253-000-0000-6405	12.99	STS 3pk filter	1452207	Operating Supplies
01-253-000-0000-6405	29.99	STS heat gun Furno300	1453759	Operating Supplies
01-253-000-0000-6405	20.97	STS rakes	1455892	Operating Supplies
01-253-000-0000-6405	1.48	STS hair pins	1456121	Operating Supplies
01-253-000-0000-6405	19.92	STS brown jersey gloves	1462865	Operating Supplies
01-253-000-0000-6405	4.99	STS paint brush	1463154	Operating Supplies
01-253-000-0000-6405	4.99	STS hockey tape	1464745	Operating Supplies
01-253-000-0000-6405	8.40	STS hardware	1464803	Operating Supplies
01-253-000-0000-6405	7.48	STS mustard dispenser, brushes	1467695	Operating Supplies
01-253-000-0000-6405	16.18	STS demo blade, Bi Metal Cip	1468027	Operating Supplies
2340 Hyytinen Hardware Hank	157.38	11 Transactions		
4010 Rasley Oil Company		STS gas		Gas And Oil
01-253-000-0000-6511	287.15			
4010 Rasley Oil Company	287.15	1 Transactions		
13934 Tire Barn				

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JKK1
7/24/18 8:28AM
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				
13934 Tire Barn		starter 09 Ford Econo	43962	Car Maintenance
		242.61		
		242.61	1 Transactions	
5551 Unclaimed Freight North		work gloves (13)		Operating Supplies
01- 253- 000- 0000- 6405		25.87		
5551 Unclaimed Freight North		25.87	1 Transactions	
253 DEPT Total:		713.01	Sentence to Serve	4 Vendors 14 Transactions
257 DEPT			Community Corrections	
4641 Holiday Credit Office				
01- 257- 000- 0000- 6335		53.10	1400- 000- 155- 373	Gas/Vehicle Fuel Charges
01- 257- 251- 0000- 6335		50.31	1400- 000- 155- 373	Gas/Vehicle Fuel Charges
01- 257- 255- 0000- 6335		5.44	1400- 000- 155- 373	Gas/Vehicle Fuel Charges
01- 257- 257- 0000- 6335		28.66	1400- 000- 155- 373	Gas/Vehicle Fuel Charges
01- 257- 258- 0000- 6335		66.22	1400- 000- 155- 373	Gas/Vehicle Fuel Charges
4641 Holiday Credit Office		203.73	5 Transactions	
257 DEPT Total:		203.73	Community Corrections	1 Vendors 5 Transactions
390 DEPT			Environmental Health (FBL)	
4641 Holiday Credit Office				
01- 390- 000- 0000- 6511		89.40	1400- 000- 135- 321	Gas And Oil
4641 Holiday Credit Office		89.40	1 Transactions	
390 DEPT Total:		89.40	Environmental Health (FBL)	1 Vendors 1 Transactions
391 DEPT			Solid Waste	
86222 Aitkin Independent Age				
01- 391- 000- 0000- 6230		195.93	e- wste 6/16	Printing, Publishing & Adv
86222 Aitkin Independent Age		195.93	1 Transactions	
4641 Holiday Credit Office				
01- 391- 000- 0000- 6511		26.96	1400- 000- 135- 321	Gas And Oil
4641 Holiday Credit Office		26.96	1 Transactions	
2340 Hyytinen Hardware Hank				
01- 391- 000- 0000- 6405		6.80	8 nonstk bolt	Office & Film Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
2340 Hyytinen Hardware Hank		6.80	1 Transactions	
2763 J & H Transfer Station-Lakes Sanitary 01-391-060-0000-6360		1,249.65	monthly recycling contract	Recycling Contract
2763 J & H Transfer Station-Lakes Sanitary		1,249.65	1 Transactions	
4010 Rasley Oil Company 01-391-000-0000-6511		24.26		aitcozos Gas And Oil
4010 Rasley Oil Company		24.26	1 Transactions	
6097 Verizon Wireless 01-391-000-0000-6250		59.22	t. neff verizon	286252299 Telephone
6097 Verizon Wireless		59.22	1 Transactions	
391 DEPT Total:		1,562.82	Solid Waste	6 Vendors 6 Transactions
392 DEPT			Water Wells	
12511 Cerilliant 01-392-000-0000-6231		307.00	Microbiological Supplies	475962 Services, Labor, Contracts
12511 Cerilliant		307.00	1 Transactions	
392 DEPT Total:		307.00	Water Wells	1 Vendors 1 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,T	
90 Aitkin Co Historical Society 01-700-909-0000-6801		500.00	tourism grant 181	Appropriations- Grant
90 Aitkin Co Historical Society		500.00	1 Transactions	
700 DEPT Total:		500.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors 1 Transactions
711 DEPT			Economic Development	
4641 Holiday Credit Office 01-711-000-0000-6511		53.73	1400-000-135-194	Gas And Oil
4641 Holiday Credit Office		53.73	1 Transactions	
4599 Thompson Traffic Signs 01-711-000-0000-6303		302.25	northwoods atv trail signage	Mcnight/Blandin Grant Expenses

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4599 Thompson Traffic Signs		302.25		1 Transactions	
5688 Wagner/Ross 01-711-000-0000-6330		6.00	parking - opp zone wrkshp		Transportation/Travel/Parking (Own Auto
5688 Wagner/Ross		6.00		1 Transactions	
711 DEPT Total:		361.98	Economic Development	3 Vendors	3 Transactions
1 Fund Total:		125,316.85	General Fund		176 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
301	DEPT			R&B Administration		
783	Canon Financial Services, Inc					
	03-301-000-0000-6300		162.82	CONTRACT CHARGE	18859554	Service Contracts
783	Canon Financial Services, Inc		162.82			
				1 Transactions		
301	DEPT Total:		162.82	R&B Administration	1 Vendors	1 Transactions
303	DEPT			R&B Highway Maintenance		
14943	1ST AYD CORPORATION					
	03-303-000-0000-6298		290.11	AITKIN SHOP SUPPLIES	PSI201904	Shop Maintenance
14943	1ST AYD CORPORATION		290.11			
				1 Transactions		
50	Aitkin Body Shop, Inc					
	03-303-000-0000-6590		391.01	REPAIR PARTS	10013	Repair & Maintenance Supplies
	03-303-000-0000-6590		99.00	REPAIR LABOR	10013	Repair & Maintenance Supplies
	03-303-000-0000-6298		133.73	AITKIN SHOP SUPPLIES	1349	Shop Maintenance
50	Aitkin Body Shop, Inc		623.74			
				3 Transactions		
195	Aitkin Tire Shop					
	03-303-000-0000-6590		1,168.00	TIRES	0-058176	Repair & Maintenance Supplies
195	Aitkin Tire Shop		1,168.00			
				1 Transactions		
8411	American Welding & Gas, Inc.					
	03-303-000-0000-6298		93.00	AITKIN SHOP SUPPLIES	0-5643792	Shop Maintenance
8411	American Welding & Gas, Inc.		93.00			
				1 Transactions		
11411	Charter Communications					
	03-303-000-0000-6254		140.25	PHONE: HWY OFFICE JUL- AUG	0-022823070918	Utilities
11411	Charter Communications		140.25			
				1 Transactions		
14887	Cintas Corporation					
	03-303-000-0000-6298		21.38	SHOP LAUNDRY	4006624142	Shop Maintenance
14887	Cintas Corporation		21.38			
				1 Transactions		
9326	Dehn Oil					
	03-303-000-0000-6513		17,586.33	AITKIN DIESEL	25122842	Motor Fuel & Lubricants
9326	Dehn Oil		17,586.33			
				1 Transactions		
1754	Garrison Disposal Company, Inc					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1754 Garrison Disposal Company, Inc		JUNE MCGREGOR SHOP	59350	Utilities
		1 Transactions		
1829 Goble's Sewer Service Inc.		PALISADE SHOP	9089	Shop Maintenance
		1 Transactions		
4641 Holiday Credit Office		REBATE		Motor Fuel & Lubricants
		FEDERAL TAX ADJUSTMENT		Motor Fuel & Lubricants
		GASOLINE	0- 84011067	Motor Fuel & Lubricants
4641 Holiday Credit Office		3 Transactions		
2340 Hyytinen Hardware Hank		AITKIN SHOP SUPPLIES	1462316	Shop Maintenance
		AITKIN SHOP SUPPLIES	1462388	Shop Maintenance
		SIGN SUPPLIES	1462948	Signs & Posts
		REPAIR PARTS	1464287	Repair & Maintenance Supplies
		REPAIR PARTS	1464758	Repair & Maintenance Supplies
		SIGN SUPPLIES	1467220	Signs & Posts
		REPAIR PARTS	1467665	Repair & Maintenance Supplies
		AITKIN SHOP SUPPLIES	1467763	Shop Maintenance
		AITKIN SHOP SUPPLIES	1468349	Shop Maintenance
2340 Hyytinen Hardware Hank		9 Transactions		
2763 J & H Transfer Station- Lakes Sanitary		JULY AITKIN	140658	Utilities
		JULY PALISADE	140659	Utilities
2763 J & H Transfer Station- Lakes Sanitary		2 Transactions		
91187 Lake Country Power		MAY- JUN JACOBSON	1400073000	Utilities
		JUN- JUL SWATARA	140946401	Utilities
91187 Lake Country Power		2 Transactions		
14038 Lube- Tech & Partners, LLC		AITKIN SHOP SUPPLIES	1190125	Shop Maintenance
		AITKIN SHOP SUPPLIES	1190126	Shop Maintenance

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
14038 Lube- Tech & Partners, LLC		110.30			
			2 Transactions		
2941 M R Sign Co Inc					
03- 303- 000- 0000- 6516		724.18	RESIDENTIAL E- 911 SIGN	200507	Signs & Posts
2941 M R Sign Co Inc		724.18			
			1 Transactions		
2991 Malmo Market					
03- 303- 000- 0000- 6513		46.21	GASOLINE	1013046	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		34.00	GASOLINE	1018560	Motor Fuel & Lubricants
2991 Malmo Market		80.21			
			2 Transactions		
3100 McGregor Oil					
03- 303- 000- 0000- 6513		8.64	DISCOUNT		Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		54.65	GASOLINE	2160	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		40.27	GASOLINE	2161	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		31.68	GASOLINE	2162	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		37.31	GASOLINE	2163	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		67.47	GASOLINE	2164	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		64.64	GASOLINE	2165	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		33.98	GASOLINE	2167	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		52.15	GASOLINE	2168	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		1,125.40	JACOBSON DIESEL	2413	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		991.37	SWATARA DIESEL	2419	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		1,340.37	PALISADE DIESEL	2420	Motor Fuel & Lubricants
03- 303- 000- 0000- 6513		61.21	GASOLINE	68164	Motor Fuel & Lubricants
3100 McGregor Oil		3,891.86			
			13 Transactions		
12927 Midwest Machinery Co.					
03- 303- 000- 0000- 6590		498.92	FILTERS	1679706	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		198.40	REPAIR PARTS	1680058	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		183.79	REPAIR PARTS	1680060	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		216.05	REPAIR PARTS	1695074	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		255.21	REPAIR PARTS	1700041	Repair & Maintenance Supplies
12927 Midwest Machinery Co.		984.79			
			5 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
03- 303- 000- 0000- 6254		116.52	POWER: PALISADE	18- 52- 026- 01	Utilities
03- 303- 000- 0000- 6254		46.56	169 & CSAH 3	19- 23- 010- 01	Utilities
03- 303- 000- 0000- 6254		99.81	POWER: MCGREGOR	29- 53- 003- 01	Utilities

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
03-303-000-0000-6254		1,089.91	POWER: AITKIN	33-52-007-02	Utilities
03-303-000-0000-6254		57.48	169 & CSAH 28	39-62-022-01	Utilities
03-303-000-0000-6254		38.91	47 & CSAH 2	40-06-000-01	Utilities
03-303-000-0000-6254		60.54	47 & CSAH 2	54-51-104-01	Utilities
3160 Mille Lacs Energy Coop- Albert Lea		1,509.73			7 Transactions
9692 Minnesota Energy Resources Corporation					
03-303-000-0000-6297		53.41	NAT GAS: AITKIN SHOP	JUN	Shop Fuel
9692 Minnesota Energy Resources Corporation		53.41			1 Transactions
10720 Nuss Truck & Equipment					
03-303-000-0000-6590		31.96	REPAIR PARTS	3186086P	Repair & Maintenance Supplies
10720 Nuss Truck & Equipment		31.96			1 Transactions
10412 O'Reilly Auto Parts					
03-303-000-0000-6298		29.98	AITKIN SHOP SUPPLIES	187-397670	Shop Maintenance
10412 O'Reilly Auto Parts		29.98			1 Transactions
13116 Rally Snares					
03-303-000-0000-6521		735.00	DAM REMOVAL LABOR	JUNE 2018	Maintenance Supplies
03-303-000-0000-6521		1,450.00	BEAVER REMOVAL	JUNE 2018	Maintenance Supplies
03-303-000-0000-6521		931.05	BEAVER MILEAGE	JUNE 2018	Maintenance Supplies
13116 Rally Snares		3,116.05			3 Transactions
4010 Rasley Oil Company					
03-303-000-0000-6513		45.34	GASOLINE	35466	Motor Fuel & Lubricants
03-303-000-0000-6513		36.31	GASOLINE	35557	Motor Fuel & Lubricants
03-303-000-0000-6513		93.43	GASOLINE	35596	Motor Fuel & Lubricants
03-303-000-0000-6513		58.41	GASOLINE	35615	Motor Fuel & Lubricants
03-303-000-0000-6513		84.71	GASOLINE	35618	Motor Fuel & Lubricants
03-303-000-0000-6513		63.13	GASOLINE	35622	Motor Fuel & Lubricants
03-303-000-0000-6513		67.14	GASOLINE	35635	Motor Fuel & Lubricants
03-303-000-0000-6513		43.92	GASOLINE	35650	Motor Fuel & Lubricants
03-303-000-0000-6513		45.61	GASOLINE	35666	Motor Fuel & Lubricants
03-303-000-0000-6513		46.68	GASOLINE	35694	Motor Fuel & Lubricants
03-303-000-0000-6513		38.31	GASOLINE	35695	Motor Fuel & Lubricants
03-303-000-0000-6513		60.73	GASOLINE	35704	Motor Fuel & Lubricants
03-303-000-0000-6513		40.89	GASOLINE	35748	Motor Fuel & Lubricants
03-303-000-0000-6513		72.88	GASOLINE	35749	Motor Fuel & Lubricants

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03-303-000-0000-6513		40.92	GASOLINE	35829	Motor Fuel & Lubricants
03-303-000-0000-6513		61.33	GASOLINE	35841	Motor Fuel & Lubricants
03-303-000-0000-6513		69.14	GASOLINE	35857	Motor Fuel & Lubricants
03-303-000-0000-6513		81.30	GASOLINE	35891	Motor Fuel & Lubricants
03-303-000-0000-6513		60.73	GASOLINE	35949	Motor Fuel & Lubricants
03-303-000-0000-6513		56.60	GASOLINE	35951	Motor Fuel & Lubricants
03-303-000-0000-6513		66.34	GASOLINE	35952	Motor Fuel & Lubricants
03-303-000-0000-6513		55.87	GASOLINE	35964	Motor Fuel & Lubricants
03-303-000-0000-6513		59.09	GASOLINE	36005	Motor Fuel & Lubricants
03-303-000-0000-6513		76.95	GASOLINE	36031	Motor Fuel & Lubricants
03-303-000-0000-6513		63.84	GASOLINE	36055	Motor Fuel & Lubricants
03-303-000-0000-6513		67.92	GASOLINE	36145	Motor Fuel & Lubricants
03-303-000-0000-6513		34.30	GASOLINE	36154	Motor Fuel & Lubricants
03-303-000-0000-6513		59.64	GASOLINE	36203	Motor Fuel & Lubricants
03-303-000-0000-6513		54.53	GASOLINE	36204	Motor Fuel & Lubricants
03-303-000-0000-6513		72.61	GASOLINE	36214	Motor Fuel & Lubricants
03-303-000-0000-6513		42.77	GASOLINE	36264	Motor Fuel & Lubricants
03-303-000-0000-6513		78.89	GASOLINE	36268	Motor Fuel & Lubricants
03-303-000-0000-6513		27.03	GASOLINE	36281	Motor Fuel & Lubricants
03-303-000-0000-6513		22.13	GASOLINE	36326	Motor Fuel & Lubricants
03-303-000-0000-6513		47.38	GASOLINE	36369	Motor Fuel & Lubricants
03-303-000-0000-6513		67.09	GASOLINE	36439	Motor Fuel & Lubricants
03-303-000-0000-6513		46.61	GASOLINE	36448	Motor Fuel & Lubricants
03-303-000-0000-6513		99.10	GASOLINE	36456	Motor Fuel & Lubricants
03-303-000-0000-6513		68.77	GASOLINE	36486	Motor Fuel & Lubricants
03-303-000-0000-6513		51.10	GASOLINE	36488	Motor Fuel & Lubricants
03-303-000-0000-6513		48.32	GASOLINE	36534	Motor Fuel & Lubricants
03-303-000-0000-6513		56.69	GASOLINE	36560	Motor Fuel & Lubricants
03-303-000-0000-6513		48.32	GASOLINE	36595	Motor Fuel & Lubricants
4010 Rasley Oil Company		2,482.80			
			43 Transactions		
4070 Riley Auto Supply					
03-303-000-0000-6298		27.28	AITKIN SHOP SUPPLIES	598328	Shop Maintenance
03-303-000-0000-6298		94.95	AITKIN SHOP SUPPLIES	598357	Shop Maintenance
03-303-000-0000-6590		38.88	REPAIR PARTS	598391	Repair & Maintenance Supplies
03-303-000-0000-6590		5.19	REPAIR PARTS	598420	Repair & Maintenance Supplies
03-303-000-0000-6590		79.43	REPAIR PARTS	598573	Repair & Maintenance Supplies
03-303-000-0000-6590		4.99	REPAIR PARTS	598584	Repair & Maintenance Supplies
03-303-000-0000-6590		74.50	REPAIR PARTS	598613	Repair & Maintenance Supplies

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
03-303-000-0000-6590		51.48	REPAIR PARTS	598659	Repair & Maintenance Supplies
03-303-000-0000-6590		18.68	REPAIR PARTS	598670	Repair & Maintenance Supplies
03-303-000-0000-6298		9.57	AITKIN SHOP SUPPLIES	598713	Shop Maintenance
03-303-000-0000-6298		39.00	AITKIN SHOP SUPPLIES	598803	Shop Maintenance
03-303-000-0000-6298		18.18	AITKIN SHOP SUPPLIES	598917	Shop Maintenance
03-303-000-0000-6590		144.48	REPAIR PARTS	598944	Repair & Maintenance Supplies
03-303-000-0000-6590		47.95	REPAIR PARTS	599036	Repair & Maintenance Supplies
03-303-000-0000-6590		2.16	REPAIR PARTS	599040	Repair & Maintenance Supplies
03-303-000-0000-6590		49.99	REPAIR PARTS	599086	Repair & Maintenance Supplies
03-303-000-0000-6590		319.99	REPAIR PARTS	599100	Repair & Maintenance Supplies
03-303-000-0000-6298		46.75	AITKIN SHOP SUPPLIES	599123	Shop Maintenance
03-303-000-0000-6298		426.55	AITKIN SHOP SUPPLIES	599193	Shop Maintenance
03-303-000-0000-6590		234.28	REPAIR PARTS	599198	Repair & Maintenance Supplies
03-303-000-0000-6298		199.99	AITKIN SHOP SUPPLIES	599199	Shop Maintenance
4070 Riley Auto Supply		1,934.27			
			21 Transactions		
10257 Sadie Llama Designs					
03-303-000-0000-6516		126.00	E-911 SIGNING	86594.7524	Signs & Posts
10257 Sadie Llama Designs		126.00			
			1 Transactions		
14946 SILVER STAR INDUSTRIES					
03-303-000-0000-6590		521.90	REPAIR PARTS	BRD-37724-01	Repair & Maintenance Supplies
14946 SILVER STAR INDUSTRIES		521.90			
			1 Transactions		
4711 Sunnys Citgo					
03-303-000-0000-6513		17.07	GASOLINE	1010079	Motor Fuel & Lubricants
03-303-000-0000-6513		66.00	GASOLINE	1012130	Motor Fuel & Lubricants
03-303-000-0000-6513		51.16	GASOLINE	1012953	Motor Fuel & Lubricants
03-303-000-0000-6513		52.67	GASOLINE	1013040	Motor Fuel & Lubricants
03-303-000-0000-6513		49.00	GASOLINE	1014175	Motor Fuel & Lubricants
03-303-000-0000-6513		51.42	GASOLINE	1016819	Motor Fuel & Lubricants
03-303-000-0000-6513		51.75	GASOLINE	1018853	Motor Fuel & Lubricants
03-303-000-0000-6513		70.00	GASOLINE	1019018	Motor Fuel & Lubricants
03-303-000-0000-6513		57.00	GASOLINE	1023738	Motor Fuel & Lubricants
03-303-000-0000-6513		53.00	GASOLINE	1023790	Motor Fuel & Lubricants
03-303-000-0000-6513		61.01	GASOLINE	1027200	Motor Fuel & Lubricants
4711 Sunnys Citgo		580.08			
			11 Transactions		
10431 Verizon Business					

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10431 Verizon Business		JUN- HWY OFFICE	4227948181806	Utilities
	18.71			
	18.71	1 Transactions		
6097 Verizon Wireless		JUL- DEPT CELL PHONES	9810126603	Utilities
	433.77			
6097 Verizon Wireless				
	433.77	1 Transactions		
8671 Village Laundromat & Car Wash, Inc		RAGS	841495	Shop Maintenance
	22.00			
8671 Village Laundromat & Car Wash, Inc				
	22.00	1 Transactions		
303 DEPT Total:	37,502.79	R&B Highway Maintenance	31 Vendors	143 Transactions
307 DEPT		R&B Capital Infrastructure		
14956 JoDan 4, LLC		DAMAGES	PARCEL NO 24	Right Of Way
	100.00			
		LAND R- W	PARCEL NO 24	Right Of Way
14956 JoDan 4, LLC				
	2,075.00	2 Transactions		
13728 LUBINS/DARLENE		LAND R- W	PARCEL NO 4	Right Of Way
	950.00			
13728 LUBINS/DARLENE				
	950.00	1 Transactions		
14957 WISOTZKE/JOSEPH		LAND R- W	PARCEL NO 8	Right Of Way
	4,825.00			
14957 WISOTZKE/JOSEPH				
	4,825.00	1 Transactions		
307 DEPT Total:	7,850.00	R&B Capital Infrastructure	3 Vendors	4 Transactions
308 DEPT		R&B Equipment & Facilities		
5398 CDW Government, Inc		MS OFFICE PROGRAM- RANDY QUALE	1BVNBPD	Capital Outlay- Facilities
	384.66			
5398 CDW Government, Inc				
	384.66	1 Transactions		
88880 Datacomm Computers & Networks Inc		WELLE TOWER	10823	Capital Outlay- Facilities
	1,376.00			
88880 Datacomm Computers & Networks Inc				
	1,376.00	1 Transactions		

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308 DEPT Total:		1,760.66	R&B Equipment & Facilities	2 Vendors	2 Transactions
3 Fund Total:		47,276.27	Road & Bridge		150 Transactions

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
257	DEPT			Community Corrections		
8239	Ameripride Linen & Apparel Services					
	05- 257- 000- 0000- 6422		4.25	cleaning supplies		Janitorial Services/Supplies
	05- 257- 000- 0000- 6422		4.25	cleaning supplies		Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		8.50		2 Transactions	
10855	Culligan					
	05- 257- 000- 0000- 6342		16.19	cooler rental service	150- 10016285- 1	Office Equipment Rental/Contracts
10855	Culligan		16.19		1 Transactions	
2186	Hillyard Inc - Kansas City					
	05- 257- 000- 0000- 6422		2.18-	cleaning / bathroom supplies	800366531	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		2.18-		1 Transactions	
89765	Minnesota Elevator, Inc					
	05- 257- 000- 0000- 6300		19.61	elevator service - july '18	75779	Maintenance- Service Contracts
89765	Minnesota Elevator, Inc		19.61		1 Transactions	
257	DEPT Total:		42.12	Community Corrections	4 Vendors	5 Transactions
390	DEPT			Environmental Health (FBL)		
8239	Ameripride Linen & Apparel Services					
	05- 390- 000- 0000- 6422		0.77	cleaning supplies		Janitorial Services/Supplies
	05- 390- 000- 0000- 6422		0.77	cleaning supplies		Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		1.54		2 Transactions	
10855	Culligan					
	05- 390- 000- 0000- 6342		2.94	cooler rental service	150- 10016285- 1	Office Equipment Rental/Contracts
10855	Culligan		2.94		1 Transactions	
2186	Hillyard Inc - Kansas City					
	05- 390- 000- 0000- 6422		0.40-	cleaning / bathroom supplies	800366531	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		0.40-		1 Transactions	
89765	Minnesota Elevator, Inc					
	05- 390- 000- 0000- 6300		3.57	elevator service - july '18	75779	Maintenance- Service Contracts
89765	Minnesota Elevator, Inc		3.57		1 Transactions	

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
390 DEPT Total:		7.65	Environmental Health (FBL)	4 Vendors 5 Transactions
400 DEPT			Public Health Department	
85003 Aitkin County DAC				
05- 400- 440- 0410- 6231		5.17	cleaning	Services/Labor/Contracts
05- 400- 440- 0410- 6231		31.96	paper shred	Services/Labor/Contracts
85003 Aitkin County DAC		37.13		2 Transactions
8239 Ameripride Linen & Apparel Services				
05- 400- 440- 0410- 6422		5.41	cleaning supplies	Janitorial Services/Supplies
05- 400- 440- 0410- 6422		5.41	cleaning supplies	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services		10.82		2 Transactions
89185 Bethesda Lutheran Church Of Malmo				
05- 400- 410- 0413- 6301		45.00	wic - rent apr- june '18	Wic Space Rentals
89185 Bethesda Lutheran Church Of Malmo		45.00		1 Transactions
783 Canon Financial Services, Inc				
05- 400- 440- 0410- 6301		45.05	Mailroom contract charge 8/18	Equipment Lease/Space Rental
05- 400- 440- 0410- 6301		27.13	oss contract charge 7/18	Equipment Lease/Space Rental
783 Canon Financial Services, Inc		72.18		2 Transactions
13629 Complete Computer Solutions, Inc.				
05- 400- 440- 0410- 6239		57.44	rpm rep payee management	8272 Software Fees/License Fees
13629 Complete Computer Solutions, Inc.		57.44		1 Transactions
1457 CPS Technology Solutions, Inc				
05- 400- 440- 0410- 6300		11.27	Contract Maintenance	375049 Maintenance/Service Contracts
1457 CPS Technology Solutions, Inc		11.27		1 Transactions
10855 Culligan				
05- 400- 440- 0410- 6301		20.61	cooler rental service	150- 10016285- 1 Equipment Lease/Space Rental
10855 Culligan		20.61		1 Transactions
11051 Department of Human Services				
05- 400- 440- 0410- 6231		477.60	merit system qe	Services/Labor/Contracts
11051 Department of Human Services		477.60		1 Transactions
13904 Hill City Assembly of God Church				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
13904 Hill City Assembly of God Church		wic - rent apr- june '18		Wic Space Rentals
		45.00		
		45.00	1 Transactions	
2186 Hillyard Inc - Kansas City		cleaning / bathroom supplies	800366531	Janitorial Services/Supplies
		2.78-		
2186 Hillyard Inc - Kansas City				
		2.78-	1 Transactions	
2340 Hyytinen Hardware Hank		agency - furnace filter	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		2.08		
		agency - paint	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		11.51		
		agency - screws	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		0.23		
		fair - supply paint	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		19.98		
		agency - flashlight	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		1.92		
		fair - supply paint	HHS	Office Supplies
		05- 400- 440- 0410- 6405		
		19.98		
2340 Hyytinen Hardware Hank				
		55.70	6 Transactions	
88102 Itasca Co Human Services		mch - 1/2 accreditation fee		Membership/Dues/Association Fees
		05- 400- 430- 0408- 6240		
		218.75		
88102 Itasca Co Human Services				
		218.75	1 Transactions	
13624 MailFinance		mail machine contract		Maintenance/Service Contracts
		05- 400- 440- 0410- 6300		
		68.89		
13624 MailFinance				
		68.89	1 Transactions	
89079 McGregor Area Ambulance Service		Ambulance Runs - June '18		Mcgregor Area Ambulance
		05- 400- 401- 0000- 6812		
		2,190.00		
89079 McGregor Area Ambulance Service				
		2,190.00	1 Transactions	
89765 Minnesota Elevator, Inc		elevator service - july '18	75779	Maintenance/Service Contracts
		05- 400- 440- 0410- 6300		
		24.95		
89765 Minnesota Elevator, Inc				
		24.95	1 Transactions	
89081 North Ambulance Brainerd		ambulance runs - june 18		No. Memorial Ambulance- Aitkin
		05- 400- 401- 0000- 6809		
		2,610.00		
89081 North Ambulance Brainerd				
		2,610.00	1 Transactions	
4010 Rasley Oil Company		dpc - gas charges		Gas/Vehicle Fuel Charges
		05- 400- 400- 0402- 6335		
		25.40		
			06/01/2018	06/30/2018

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
05-400-400-0402-6335		20.35	ep - gas charges 06/01/2018 06/30/2018		Gas/Vehicle Fuel Charges
05-400-410-0413-6335		20.54	wic - gas charges 06/01/2018 06/30/2018		Gas/Vehicle Fuel Charges
05-400-430-0403-6335		14.46	ctc gas charges 06/01/2018 06/30/2018		Gas/Vehicle Fuel Charges
05-400-440-0410-6335		12.94	PH- LPHG gas charges 06/01/2018 06/30/2018		Gas/Vehicle Fuel Charges
4010 Rasley Oil Company		93.69		5 Transactions	
12214 Shopko Store Operating Co. LLC					
05-400-430-0408-6406		25.00	cos - shopko gift card 06/05/2018 06/05/2018		PH Program Related Supplies
12214 Shopko Store Operating Co. LLC		25.00		1 Transactions	
10698 Stericycle, Inc					
05-400-440-0410-6231		19.27	STERI- SAFE	4007965104	Services/Labor/Contracts
10698 Stericycle, Inc		19.27		1 Transactions	
86235 The Office Shop Inc					
05-400-430-0403-6405		78.31	ph - 2x3 buss cards (C&T)	1046222-0	Office Supplies
05-400-440-0410-6405		2.54	agency - batteries	1046222-0	Office Supplies
05-400-440-0410-6405		14.87	oss - fax toner	1046222-0	Office Supplies
05-400-440-0410-6405		15.12	agency - 5x11 envelope	1046222-1	Office Supplies
05-400-440-0410-6405		11.25	ph - 2 pocket folders	1046967-0	Office Supplies
86235 The Office Shop Inc		122.09		5 Transactions	
400 DEPT Total:		6,202.61	Public Health Department	20 Vendors	36 Transactions
420 DEPT			Income Maintenance		
85003 Aitkin County DAC					
05-420-600-4800-6231		10.66	cleaning		Services/Labor/Contracts
05-420-600-4800-6231		65.91	paper shred		Services/Labor/Contracts
85003 Aitkin County DAC		76.57		2 Transactions	
8239 Ameripride Linen & Apparel Services					
05-420-600-4800-6422		11.20	cleaning supplies		Janitorial Services/Supplies
05-420-600-4800-6422		11.20	cleaning supplies		Janitorial Services/Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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5 Health & Human Services

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
8239	Ameripride Linen & Apparel Services		22.40			
				2 Transactions		
783	Canon Financial Services, Inc					
	05- 420- 600- 4800- 6301		92.92	Mailroom contract charge 8/18		Equipment Lease/Space Rental
	05- 420- 600- 4800- 6301		55.97	oss contract charge 7/18		Equipment Lease/Space Rental
783	Canon Financial Services, Inc		148.89			
				2 Transactions		
13629	Complete Computer Solutions, Inc.					
	05- 420- 600- 4800- 6239		118.47	rpm rep payee management	8272	Software Fees/License Fees
13629	Complete Computer Solutions, Inc.		118.47			
				1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 420- 600- 4800- 6300		23.23	Contract Maintenance	375049	Maintenance/Service Contracts
	05- 420- 640- 4800- 6300		35.20	Contract Maintenance	375049	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		58.43			
				2 Transactions		
10855	Culligan					
	05- 420- 600- 4800- 6301		42.69	cooler rental service	150- 10016285- 1	Equipment Lease/Space Rental
10855	Culligan		42.69			
				1 Transactions		
11051	Department of Human Services					
	05- 420- 600- 4800- 6231		985.05	merit system qe		Services/Labor/Contracts
11051	Department of Human Services		985.05			
				1 Transactions		
2186	Hillyard Inc - Kansas City					
	05- 420- 600- 4800- 6422		5.76-	cleaning / bathroom supplies	800366531	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		5.76-			
				1 Transactions		
2340	Hyytinen Hardware Hank					
	05- 420- 600- 4800- 6405		4.29	agency - furnace filter	HHS	Office Supplies
	05- 420- 600- 4800- 6405		23.74	agency - paint	HHS	Office Supplies
	05- 420- 600- 4800- 6405		0.50	agency - screws	HHS	Office Supplies
	05- 420- 600- 4800- 6405		3.96	agency - flashlight	HHS	Office Supplies
2340	Hyytinen Hardware Hank		32.49			
				4 Transactions		
13624	MailFinance					
	05- 420- 600- 4800- 6300		142.08	mail machine contract		Maintenance/Service Contracts
13624	MailFinance		142.08			
				1 Transactions		

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
89765 Minnesota Elevator, Inc 05-420-600-4800-6300		elevator service - july '18	75779	Maintenance/Service Contracts
89765 Minnesota Elevator, Inc		51.70		
		51.70	1 Transactions	
4010 Rasley Oil Company 05-420-600-4800-6335		im gas charges		Gas/Vehicle Fuel Charges
		46.65		
		06/01/2018 06/30/2018		
4010 Rasley Oil Company		46.65	1 Transactions	
86177 Sheriff Aitkin County 05-420-600-4800-6265		fraud jan - mar '18	18-0140	Sheriff - Fraud Investigation
		45.00		
		05-420-600-4800-6265	18-0141	Sheriff - Fraud Investigation
		45.00		
86177 Sheriff Aitkin County		90.00	2 Transactions	
13025 ST LOUIS COUNTY AUDITOR 05-420-600-4800-6239		reg 3 edms - it support	744	Software Fees/License Fees
		418.29		
		01/01/2018 03/30/2018		
		05-420-600-4800-6239	744	Software Fees/License Fees
		2,867.88		
		04/01/2018 06/30/2018		
13025 ST LOUIS COUNTY AUDITOR		3,286.17	2 Transactions	
10698 Stericycle, Inc 05-420-600-4800-6231		STERI-SAFE	4007965104	Services/Labor/Contracts
		39.73		
10698 Stericycle, Inc		39.73	1 Transactions	
86235 The Office Shop Inc 05-420-600-4800-6405		agency - batteries	1046222-0	Office Supplies
		5.22		
		05-420-600-4800-6405	1046222-0	Office Supplies
		30.65		
		05-420-600-4800-6405	1046222-1	Office Supplies
		31.20		
86235 The Office Shop Inc		67.07	3 Transactions	
420 DEPT Total:		5,202.63	16 Vendors	27 Transactions
430 DEPT				
85003 Aitkin County DAC		Social Services		
		05-430-700-4800-6231		Services/Labor/Contracts
		16.47		
		05-430-700-4800-6231		Services/Labor/Contracts
		101.87		
85003 Aitkin County DAC		118.34	2 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8239 Ameripride Linen & Apparel Services					
05- 430- 700- 4800- 6422		16.99	cleaning supplies		Janitorial Services/Supplies
05- 430- 700- 4800- 6422		16.99	cleaning supplies		Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services		33.98		2 Transactions	
783 Canon Financial Services, Inc					
05- 430- 700- 4800- 6301		143.61	Mailroom contract charge 8/18		Equipment Lease/Space Rental
05- 430- 700- 4800- 6301		86.50	oss contract charge 7/18		Equipment Lease/Space Rental
783 Canon Financial Services, Inc		230.11		2 Transactions	
5398 CDW Government, Inc					
05- 430- 700- 4800- 6402		193.99	View Sonic Monitor	MNR0055	Computer/Technology Supplies
5398 CDW Government, Inc		193.99		1 Transactions	
13629 Complete Computer Solutions, Inc.					
05- 430- 700- 4800- 6239		183.09	rpm rep payee management	8272	Software Fees/License Fees
13629 Complete Computer Solutions, Inc.		183.09		1 Transactions	
1457 CPS Technology Solutions, Inc					
05- 430- 700- 4800- 6300		35.90	Contract Maintenance	375049	Maintenance/Service Contracts
1457 CPS Technology Solutions, Inc		35.90		1 Transactions	
10855 Culligan					
05- 430- 700- 4800- 6301		64.77	cooler rental service	150- 10016285- 1	Equipment Lease/Space Rental
10855 Culligan		64.77		1 Transactions	
11051 Department of Human Services					
05- 430- 700- 4800- 6231		1,522.35	merit system qe		Services/Labor/Contracts
11051 Department of Human Services		1,522.35		1 Transactions	
2186 Hillyard Inc - Kansas City					
05- 430- 700- 4800- 6422		8.73-	cleaning / bathroom supplies	800366531	Janitorial Services/Supplies
2186 Hillyard Inc - Kansas City		8.73-		1 Transactions	
2340 Hyytinen Hardware Hank					
05- 430- 700- 4800- 6405		6.62	agency - furnace filter	HHS	Office Supplies
05- 430- 700- 4800- 6405		36.68	agency - paint	HHS	Office Supplies
05- 430- 700- 4800- 6405		0.77	agency - screws	HHS	Office Supplies
05- 430- 700- 4800- 6405		6.11	agency - flashlight	HHS	Office Supplies

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5 Health & Human Services

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>
2340 Hyytinen Hardware Hank		50.18			
13624 MailFinance					
05- 430- 700- 4800- 6300		219.59	mail machine contract		Maintenance/Service Contracts
13624 MailFinance		219.59		1 Transactions	
89765 Minnesota Elevator, Inc					
05- 430- 700- 4800- 6300		78.44	elevator service - july '18	75779	Maintenance/Service Contracts
89765 Minnesota Elevator, Inc		78.44		1 Transactions	
4010 Rasley Oil Company					
05- 430- 700- 4800- 6335		285.23	ss gas charges		Gas/Vehicle Fuel Charges
			06/01/2018	06/30/2018	
4010 Rasley Oil Company		285.23		1 Transactions	
10698 Stericycle, Inc					
05- 430- 700- 4800- 6231		61.40	STERI- SAFE	4007965104	Services/Labor/Contracts
10698 Stericycle, Inc		61.40		1 Transactions	
86235 The Office Shop Inc					
05- 430- 700- 4800- 6405		8.07	agency - batteries	1046222- 0	Office Supplies
05- 430- 700- 4800- 6405		47.37	oss - fax toner	1046222- 0	Office Supplies
05- 430- 700- 4800- 6405		48.22	agency - 5x11 envelope	1046222- 1	Office Supplies
05- 430- 700- 4800- 6405		23.44	ss - name plates (shannon/aman	1047403	Office Supplies
86235 The Office Shop Inc		127.10		4 Transactions	
10930 Tidholm Productions					
05- 430- 700- 4800- 6405		49.95	business cards (af)	9960 7450	Office Supplies
			06/22/2018	06/22/2018	
10930 Tidholm Productions		49.95		1 Transactions	
10657 Totalfunds By Hasler					
05- 430- 000- 0000- 1205		2,000.00	postage	79000110005968	Postage Account
			07/02/2018	07/02/2018	
10657 Totalfunds By Hasler		2,000.00		1 Transactions	
430 DEPT Total:		5,245.69	Social Services	17 Vendors	26 Transactions
5 Fund Total:		16,700.70	Health & Human Services		99 Transactions

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9 State

Vendor No.	Vendor 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>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance		1,035.00	Marriage License Fees		State Fees, Assessments & Surcharges
	09- 000- 000- 0000- 2030					
	4580 Mn Dept Of Finance		1,035.00		1 Transactions	
0	DEPT Total:		1,035.00	Undesignated	1 Vendors	1 Transactions
9	Fund Total:		1,035.00	State		1 Transactions

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JKK1
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10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT			Timber Permit Bonds		
11909	J & A Logging					
	10-900-000-0000-2300		300.00	Timber Perm Bond Refund	13616	Timber Permit Bonds
11909	J & A Logging		300.00		1 Transactions	
5791	Sappi					
	10-900-000-0000-2300		1,116.52	timber permit 13755 bond refun		Timber Permit Bonds
5791	Sappi		1,116.52		1 Transactions	
900	DEPT Total:		1,416.52	Timber Permit Bonds	2 Vendors	2 Transactions
921	DEPT			Co. Development		
12525	CES Imaging					
	10-921-000-0000-6405		59.45	dans printer paper	invo87955	Office Supplies
12525	CES Imaging		59.45		1 Transactions	
921	DEPT Total:		59.45	Co. Development	1 Vendors	1 Transactions
923	DEPT			Forfeited Tax Sales		
170	Aitkin Motor Company					
	10-923-000-0000-6590		823.48	LOF 18846 / 18770	18530	Repair & Maintenance Supplies
170	Aitkin Motor Company		823.48		1 Transactions	
195	Aitkin Tire Shop					
	10-923-000-0000-6590		112.00	trailer tire	0058142	Repair & Maintenance Supplies
195	Aitkin Tire Shop		112.00		1 Transactions	
783	Canon Financial Services, Inc					
	10-923-000-0000-6405		327.05	copier contract	18825453	Office Supplies
783	Canon Financial Services, Inc		327.05		1 Transactions	
11411	Charter Communications					
	10-923-000-0000-6254		174.98	charter internet		Utilities
11411	Charter Communications		174.98		1 Transactions	
9373	ESRI					
	10-923-000-0000-6405		1,800.00	arcgus desktop license	93482143	Office Supplies

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10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
9373 ESRI		1,800.00	1 Transactions	
1701 Forestry Suppliers Inc 10-923-000-0000-6406		79.95	backpack sprayer	32557 Field Supplies
1701 Forestry Suppliers Inc		79.95	1 Transactions	
4641 Holiday Credit Office 10-923-000-0000-6511		721.18	1400-000-134-961	Gas And Oil
4641 Holiday Credit Office		721.18	1 Transactions	
7525 Hometown Bldg Supply 10-923-000-0000-6590		346.02	grab bars / door handle	12017 Repair & Maintenance Supplies
7525 Hometown Bldg Supply		346.02	1 Transactions	
2340 Hyytinen Hardware Hank 10-923-000-0000-6406		17.97	FTS	Field Supplies
2340 Hyytinen Hardware Hank		17.97	1 Transactions	
2410 Jacobs/Mark H 10-923-000-0000-6330		47.17	MACLC	Transportation & Travel
2410 Jacobs/Mark H		47.17	1 Transactions	
12820 Jade Equipment Co. Ltd. 10-923-000-0000-6590		525.00	grader #402	P11827 Repair & Maintenance Supplies
12820 Jade Equipment Co. Ltd.		525.00	1 Transactions	
14119 John's Repair 10-923-000-0000-6590		553.68	grader 402	Repair & Maintenance Supplies
14119 John's Repair		553.68	1 Transactions	
11407 Lightning Motor Sports 10-923-000-0000-6590		449.38	209 ski doo tune up	Repair & Maintenance Supplies
11407 Lightning Motor Sports		449.38	1 Transactions	
13965 Nuss Truck & Equipment 10-923-000-0000-6590		581.55	6107800P	6108406P Repair & Maintenance Supplies
13965 Nuss Truck & Equipment		581.55	1 Transactions	
4010 Rasley Oil Company				

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10 Trust

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
4010 Rasley Oil Company		june gas charges	aitcol&ps	Gas And Oil
		1 Transactions		
10891 Roth Construction		5 yards rock	15-45-24	Services, Labor, Contracts
		1 Transactions		
5791 Sappi		timber perm 13441 over apprais		Refunds & Reimbursements
		1 Transactions		
12788 Timmer Implement of Aitkin		403 ford tractor repair	WA02495	Repair & Maintenance Supplies
		1 Transactions		
923 DEPT Total:	13,787.98	Forfeited Tax Sales	18 Vendors	18 Transactions
926 DEPT		Law Library		
5173 Thomson Reuters- West Publishing		west info charges	838467738	Law Books
	1,289.94	06/01/2018 06/30/2018		
10-926-000-0000-6408	748.91	west complete library sub	838552728	Law Books
		06/05/2018 07/04/2018		
5173 Thomson Reuters- West Publishing	2,038.85	2 Transactions		
926 DEPT Total:	2,038.85	Law Library	1 Vendors	2 Transactions
10 Fund Total:	17,302.80	Trust		23 Transactions

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11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
924	DEPT			Forest Resource		
12526	Bixby/James					
	11-924-000-0000-6330		34.88	nat res comm meeting		Transportation & Travel
	11-924-000-0000-6350		35.00	nat res comm meeting		Per Diem
12526	Bixby/James		69.88		2 Transactions	
589	Blomberg/Judith					
	11-924-000-0000-6330		17.44	nat res comm meeting		Transportation & Travel
	11-924-000-0000-6350		35.00	nat res comm meeting		Per Diem
589	Blomberg/Judith		52.44		2 Transactions	
8544	Brock White Construction Materials					
	11-924-000-0000-6361		1,595.65	road fabric	12919407	Road Construction Service
8544	Brock White Construction Materials		1,595.65		1 Transactions	
1701	Forestry Suppliers Inc					
	11-924-000-0000-6231		1,085.74	herbicide	32557	Services, Labor, Contracts
1701	Forestry Suppliers Inc		1,085.74		1 Transactions	
2270	Hoppe/Russell Peter					
	11-924-000-0000-6330		32.70			Transportation & Travel
	11-924-000-0000-6350		35.00			Per Diem
2270	Hoppe/Russell Peter		67.70		2 Transactions	
10890	Insley/Kevin					
	11-924-000-0000-6330		20.71	nat resource committee		Transportation & Travel
	11-924-000-0000-6350		35.00	nat resource committee		Per Diem
10890	Insley/Kevin		55.71		2 Transactions	
5759	Kitzrow/Donald					
	11-924-000-0000-6330		35.86			Transportation & Travel
	11-924-000-0000-6350		35.00			Per Diem
5759	Kitzrow/Donald		70.86		2 Transactions	
12512	MARCUM/ROBERT					
	11-924-000-0000-6330		26.16	natural resources committee		Transportation & Travel
	11-924-000-0000-6350		35.00	natural resources committee		Per Diem
12512	MARCUM/ROBERT		61.16		2 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
7/24/18 8:28AM
11 Forest Development

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
10906	Shipp/Dale		17.44	nat resource comm meeting		Transportation & Travel
	11-924-000-0000-6330					Per Diem
	11-924-000-0000-6350		35.00	nat resource comm meeting		
10906	Shipp/Dale		52.44		2 Transactions	
4927	Turnock/Franklin Allen		32.70	Nat Resource Meeting		Transportation & Travel
	11-924-000-0000-6330					Per Diem
	11-924-000-0000-6350		35.00	Nat Resource Meeting		
4927	Turnock/Franklin Allen		67.70		2 Transactions	
10017	Tveit/Galen		35.00	Nat Resource Meeting		Per Diem
	11-924-000-0000-6350					
10017	Tveit/Galen		35.00		1 Transactions	
6097	Verizon Wireless		87.93	july verizon	9810068985	Telephone
	11-924-000-0000-6250					
6097	Verizon Wireless		87.93		1 Transactions	
12065	Warnest/Timothy		34.34	nat resource comm meeting		Transportation & Travel
	11-924-000-0000-6330					Per Diem
	11-924-000-0000-6350		35.00	nat resource comm meeting		
12065	Warnest/Timothy		69.34		2 Transactions	
924	DEPT Total:		3,371.55	Forest Resource	13 Vendors	22 Transactions
925	DEPT			Reforestation		
13234	Western EcoSystems Technology, Inc.		1,140.68	Projhct 734-03.001	59964	Services, Labor, Contracts
	11-925-000-0000-6231					
13234	Western EcoSystems Technology, Inc.		1,140.68		1 Transactions	
925	DEPT Total:		1,140.68	Reforestation	1 Vendors	1 Transactions
11	Fund Total:		4,512.23	Forest Development		23 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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15 Aitkin County Collaborativ

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
451 DEPT		Collaborative- Hill City School		
88401 Hill City Public Schools		17- 18 LCTS Allocation		Hill City School Services
15- 451- 000- 0000- 6231	15,000.00			
88401 Hill City Public Schools	15,000.00	1 Transactions		
451 DEPT Total:	15,000.00	Collaborative- Hill City School	1 Vendors	1 Transactions
452 DEPT		Collaborative- Mcgregor School		
86580 McGregor Public School		19- 19 lcts allocation		Mcgregor School Services
15- 452- 000- 0000- 6231	20,000.00			
86580 McGregor Public School	20,000.00	1 Transactions		
452 DEPT Total:	20,000.00	Collaborative- Mcgregor School	1 Vendors	1 Transactions
15 Fund Total:	35,000.00	Aitkin County Collaborative		2 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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19 Long Lake Conservation C

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
521 DEPT		LLCC Administration		
22 Aitkin Area Chamber of Commerce 19- 521- 000- 0000- 6240		100.00 membership dues		Dues/Assoc Fees
22 Aitkin Area Chamber of Commerce		100.00	1 Transactions	
85003 Aitkin County DAC 19- 521- 000- 0000- 6231		380.14 cleaning		Services, Labor, Contracts
85003 Aitkin County DAC		380.14	1 Transactions	
13045 Dowell/Courtney 19- 521- 000- 0000- 6400		30.91 cvs camp photos		Commissary Items
13045 Dowell/Courtney		30.91	1 Transactions	
10618 Erik's Lawn Service 19- 521- 000- 0000- 6231		1,000.00 june mowing	5051	Services, Labor, Contracts
10618 Erik's Lawn Service		1,000.00	1 Transactions	
1829 Goble's Sewer Service Inc. 19- 521- 000- 0000- 6231		1,095.00 Pump LLCC / Jet Marcum House	9136/9274	Services, Labor, Contracts
1829 Goble's Sewer Service Inc.		1,095.00	1 Transactions	
7525 Hometown Bldg Supply 19- 521- 000- 0000- 6303		119.19 gutters butterfly house	11984	Monarch Grant Expenses
7525 Hometown Bldg Supply		119.19	1 Transactions	
2763 J & H Transfer Station- Lakes Sanitary 19- 521- 000- 0000- 6255		92.38 july garbage	140689	Garbage
2763 J & H Transfer Station- Lakes Sanitary		92.38	1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea 19- 521- 000- 0000- 6254		2,141.47 LLCC Electric		Utilities
3160 Mille Lacs Energy Coop- Albert Lea		2,141.47	1 Transactions	
11120 Nardini Fire Equipment Co.,Inc 19- 521- 000- 0000- 6231		3,609.69 Sprinkler Insp / Jockey Pump	Long Lake	Services, Labor, Contracts
11120 Nardini Fire Equipment Co.,Inc		3,609.69	1 Transactions	
3810 Paulbeck's County Market 19- 521- 000- 0000- 6400		104.73 pop for canteen	0022 / 0089	Commissary Items

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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19 Long Lake Conservation C

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
3810 Paulbeck's County Market			104.73			
13465 Sandstrom's						
19- 521- 000- 0000- 6400			342.53	canteen candy	213074	Commissary Items
13465 Sandstrom's			342.53			
				1 Transactions		
521 DEPT Total:			9,016.04	LLCC Administration	11 Vendors	11 Transactions
522 DEPT				LLCC Education		
13045 Dowell/Courtney						
19- 522- 000- 0000- 6416			49.89	camp supplies		Education Supplies
13045 Dowell/Courtney			49.89			
				1 Transactions		
5814 Hagen/Christine						
19- 522- 000- 0000- 6416			11.46	ed supplies		Education Supplies
5814 Hagen/Christine			11.46			
				1 Transactions		
7525 Hometown Bldg Supply						
19- 522- 000- 0000- 6416			28.39	sono tube fhii camp	11483	Education Supplies
7525 Hometown Bldg Supply			28.39			
				1 Transactions		
3810 Paulbeck's County Market						
19- 522- 000- 0000- 6416			18.08	pop for canteen	0022 / 0089	Education Supplies
3810 Paulbeck's County Market			18.08			
				1 Transactions		
522 DEPT Total:			107.82	LLCC Education	4 Vendors	4 Transactions
523 DEPT				LLCC Food		
5662 McGregor Dairy,Inc						
19- 523- 000- 0000- 6418			441.79	groceries	28462 / 28519	Groceries- Students
5662 McGregor Dairy,Inc			441.79			
				1 Transactions		
3810 Paulbeck's County Market						
19- 523- 000- 0000- 6418			25.33	pop for canteen	0022 / 0089	Groceries- Students
3810 Paulbeck's County Market			25.33			
				1 Transactions		
4761 Sysco Minnesota Inc						
19- 523- 000- 0000- 6418			23.39	groceries	153327656	Groceries- Students

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
4761 Sysco Minnesota Inc				
	23.39		1 Transactions	
4968 Upper Lakes Foods, Inc				
19- 523- 000- 0000- 6418	4,418.22	294312/301158/302618	304313	Groceries- Students
4968 Upper Lakes Foods, Inc	4,418.22		1 Transactions	
523 DEPT Total:	4,908.73	LLCC Food	4 Vendors	4 Transactions
524 DEPT		LLCC Maintenance		
13725 Beartooth True Value				
19- 524- 000- 0000- 6590	66.88	screen for nsl / mixer parts	LLCC	Repair & Maintenance Supplies
13725 Beartooth True Value	66.88		1 Transactions	
10083 Cedarbrook Lumber Comp				
19- 524- 000- 0000- 6422	34.88	studs and screws	94082	Janitorial Services/Supplies
10083 Cedarbrook Lumber Comp	34.88		1 Transactions	
11407 Lightning Motor Sports				
19- 524- 000- 0000- 6590	2,066.12	ATV Repair - replaced head and	17936	Repair & Maintenance Supplies
11407 Lightning Motor Sports	2,066.12		1 Transactions	
3390 Minnesota UC Fund				
19- 524- 000- 0000- 6267	210.38	2nd qtr 2018		Unemployment Compensation
3390 Minnesota UC Fund	210.38		1 Transactions	
4010 Rasley Oil Company				
19- 524- 000- 0000- 6511	30.00	fuel - van	37098	Gas And Oil
4010 Rasley Oil Company	30.00		1 Transactions	
524 DEPT Total:	2,408.26	LLCC Maintenance	5 Vendors	5 Transactions
525 DEPT		LLCC Capital Improvement		
11946 McGuire Mechanical				
19- 525- 000- 0000- 6601	15,000.00	demo / removal garn boilers	8580	Capital Outlay- Non Marcum House
11946 McGuire Mechanical	15,000.00		1 Transactions	
11120 Nardini Fire Equipment Co.,Inc				
19- 525- 000- 0000- 6601	4,250.00	Sprinkler Insp / Jockey Pump	Long Lake	Capital Outlay- Non Marcum House

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 19 Long Lake Conservation C

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
11120	Nardini Fire Equipment Co.,Inc		4,250.00			
				1 Transactions		
525	DEPT Total:		19,250.00	LLCC Capital Improvement	2 Vendors	2 Transactions
19	Fund Total:		35,690.85	Long Lake Conservation Center		26 Transactions

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21 Parks

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Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
13725	Beartooth True Value 21- 520- 000- 0000- 6406		82.43	chain saw tool / cultivator /	1009	Field Supplies
13725	Beartooth True Value		82.43	1 Transactions		
10618	Erik's Lawn Service 21- 520- 000- 0000- 6231		500.00	june mowing parks		Services, Labor, Contracts
10618	Erik's Lawn Service		500.00	1 Transactions		
1754	Garrison Disposal Company, Inc 21- 520- 000- 0000- 6254		257.40	shop garbage	58118	Utilities
1754	Garrison Disposal Company, Inc		257.40	1 Transactions		
1829	Goble's Sewer Service Inc. 21- 520- 000- 0000- 6231		250.00	berglund park / aitkin camp du	8983/8984	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.		250.00	1 Transactions		
2340	Hyytinen Hardware Hank 21- 520- 000- 0000- 6406		464.59	parks		Field Supplies
2340	Hyytinen Hardware Hank		464.59	1 Transactions		
2763	J & H Transfer Station- Lakes Sanitary 21- 520- 000- 0000- 6254		102.67	berglund park garbage	140742	Utilities
2763	J & H Transfer Station- Lakes Sanitary		102.67	1 Transactions		
9354	Kangas Enterprise, Inc 21- 520- 000- 0000- 6231		375.00	May / June Mcgrath / Snake Riv	16135,15916,16	Services, Labor, Contracts
9354	Kangas Enterprise, Inc		375.00	1 Transactions		
2991	Malmo Market 21- 520- 000- 0000- 6511		193.14	June Gas		Gas And Oil
2991	Malmo Market		193.14	1 Transactions		
3100	McGregor Oil 21- 520- 000- 0000- 6511		2,414.09	June Gas	aitkinla	Gas And Oil
3100	McGregor Oil		2,414.09	1 Transactions		
5917	Mike's Bobcat Service 21- 520- 000- 0000- 6231		728.00	Fill for ATV trail		Services, Labor, Contracts

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5917	Mike's Bobcat Service		728.00		1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea 21- 520- 000- 0000- 6254		165.78	berglund park electric	18- 51- 106- 02	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		165.78		1 Transactions	
9692	Minnesota Energy Resources Corporation 21- 520- 000- 0000- 6254		54.60	heating gas for shop	0502544561	Utilities
9692	Minnesota Energy Resources Corporation		54.60		1 Transactions	
14483	Norland Sanitary Services 21- 520- 000- 0000- 6231		90.00	Jacobson Dumpster	46620	Services, Labor, Contracts
14483	Norland Sanitary Services		90.00		1 Transactions	
12182	Northwoods Quads 21- 520- 000- 0000- 6802		775.46	hill city connector		Trail Grants- State
12182	Northwoods Quads		775.46		1 Transactions	
14386	Paradigm Automotive 21- 520- 000- 0000- 6590		216.87	395 cooling system check	6805	Repair & Maintenance Supplies
14386	Paradigm Automotive		216.87		1 Transactions	
8783	Road Machinery & Supplies 21- 520- 000- 0000- 6802		6,100.00	rubber track carri rental	R05061	Trail Grants- State
8783	Road Machinery & Supplies		6,100.00		1 Transactions	
14921	Welle/Kalvin 21- 520- 000- 0000- 6231		1,780.00	mowing park / campground		Services, Labor, Contracts
14921	Welle/Kalvin		1,780.00		1 Transactions	
10339	White Pine Riders 21- 520- 000- 0000- 6802		80.89	solana atv grant work		Trail Grants- State
10339	White Pine Riders		80.89		1 Transactions	
520	DEPT Total:		14,630.92	Parks	18 Vendors	18 Transactions
21	Fund Total:		14,630.92	Parks		18 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
Final Total:		297,465.62	292 Vendors	518 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	125,316.85	General Fund
3	47,276.27	Road & Bridge
5	16,700.70	Health & Human Services
9	1,035.00	State
10	17,302.80	Trust
11	4,512.23	Forest Development
15	35,000.00	Aitkin County Collaborative
19	35,690.85	Long Lake Conservation Center
21	14,630.92	Parks
All Funds	297,465.62	Total

Approved by,

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07/24/2018 10:25AM

Aitkin County

WARRANT REGISTER

20



June Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
2859	8410	Bremer Bank					
	Warrant #	2859	Total	90.16	dep care fsa / med fsa	01-044-904-0000-6360	0
				90.16	Date 6/6/18		
2860	8410	Bremer Bank					
	Warrant #	2860	Total	321.11	Bambora	19-522-000-0000-6217	0
				321.11	Date 6/6/18		
2861	8410	Bremer Bank					
	Warrant #	2861	Total	250.00	Ben Baratto refund	01-122-000-0000-6820	0
				250.00	Date 6/6/18		
2862	8410	Bremer Bank					
	Warrant #	2862	Total	645.55	dep care fsa / med fsa	01-044-904-0000-6360	0
				645.55	Date 6/13/18		
2863	780	Bremer Bank					
				0.05		01-040-000-0000-5081	0
				0.11		01-042-000-0000-5079	0
				46,210.58	May deed tax	09-000-000-0000-2025	0
				33,465.99	MTG May Taxes	09-000-000-0000-2026	0
	Warrant #	2863	Total	79,676.73	Date 6/13/18		
2880	8410	Bremer Bank					
	Warrant #	2880	Total	20.00	bambora	19-522-000-0000-6217	0
				20.00	Date 6/15/18		
2881	8410	Bremer Bank					
	Warrant #	2881	Total	80.00	camping refund - perdue	21-520-000-0000-5510	0
				80.00	Date 6/18/18		
2882	8410	Bremer Bank					
	Warrant #	2882	Total	1,652.12	dep care fsa / med fsa	01-044-904-0000-6360	0
				1,652.12	Date 6/20/18		
2925	8410	Bremer Bank					
	Warrant #	2925	Total	761.35	participant fees	01-044-904-0000-6231	0
				761.35	Date 6/25/18		
2926	8410	Bremer Bank					
				644.64	barb canny nsf check	13-943-000-0000-2001	0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>			<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
	2926	Total	644.64	Date 6/25/18			
2927	12445	Brandl Chevrolet, Buick GMC					
		Total	14,971.88	2014 Jeep Compass	01-043-000-0000-6620		0
	2927	Total	14,971.88	Date 6/20/18			
2927	8410	Bremer Bank					
		Total	323.71	Dep Care FSA Claims	01-044-904-0000-6360		0
	2927	Total	15,295.59	Date 6/25/18			
2928	780	Bremer Bank					
		Total	0.04		01-040-000-0000-5081		0
		Total	0.14		01-042-000-0000-5079		0
		Total	36,716.65	Deed Tax June Advance Payment	09-000-000-0000-2025		0
		Total	25,649.03	MTG June Advance Payment	09-000-000-0000-2026		0
	2928	Total	62,365.86	Date 6/26/18			
2929	8410	Bremer Bank					
		Total	93,908.70	state general tax	09-000-000-0000-2058		0
	2929	Total	93,908.70	Date 6/26/18			
44945	170	Aitkin Motor Company					
		Total	26,631.91	2018 Ford F250	03-308-000-0000-6600		0
	44945	Total	26,631.91	Date 6/5/18			
44946	170	Aitkin Motor Company					
		Total	33,554.41	2018 Ford F250	03-308-000-0000-6600		0
	44946	Total	33,554.41	Date 6/11/18			
44947	13066	Hargrave/Bryan					
		Total	3,500.00	5/28 - 6/1 and 6/4 - 6/8	01-122-000-0000-6231		0
	44947	Total	3,500.00	Date 6/15/18			
44948	13722	Neo Funds by Neopost					
		Total	4,000.00	6/7 postage	01-044-048-0000-6205		0
	44948	Total	4,000.00	Date 6/18/18			
44949	9908	Minnesota Secretary of State - Notary					
		Total	120.00	notary app - yunker	01-040-000-0000-6241		0
	44949	Total	120.00	Date 6/25/18			
44950	13864	Sandberg/Kristi					

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07/24/2018

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Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			1,000.00	health ins reimbursement	01- 200- 000- 0000- 6150		0
		Warrant # 44950	Total	1,000.00	Date 6/25/18		
44951	13713	Young Excavating					
		Warrant # 44951	Total	2,059.55	contract partial payment no 8	03- 307- 000- 0000- 6262	0
				2,059.55	Date 6/22/18		
44953	13713	Young Excavating					
		Warrant # 44953	Total	34,512.86	CP payment number 9	03- 307- 000- 0000- 6262	0
				34,512.86	Date 6/27/18		
		Final Total...	361,090.54	28	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	27,315.11	General Fund
3	96,758.73	Road & Bridge
9	235,950.95	State
13	644.64	Taxes & Penalties
19	341.11	Long Lake Conservation Center
21	80.00	Parks
	361,090.54	TOTAL

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
2858	5462	Bremer Bank (Elan ACH)					
			192.62	Lodging Hampton Inn Duluth	01-001-000-0000-6332		0
			16.22	Mosquito Spray	01-043-000-0000-6405		0
			28.30	drill bits	01-049-000-0000-6402		0
			15.98	Iphone cord / charger	01-049-000-0000-6402		0
			28.95	10 Hdmi Cables	01-049-000-0000-6402		0
			170.34	Monitor	01-090-000-0000-6625		0
			178.00	MPCA Course	01-122-000-0000-6332		0
			295.00	MSA reg summer chief #223	01-200-003-0000-6241		0
			325.00	MSA - Summer Sheriff Conf	01-200-003-0000-6241		0
			367.20	Craguns MSA Summer #223	01-200-003-0000-6332		0
			95.40	whistle.com annual sub	01-200-019-0000-6231		0
			109.58	Thrifty White - inmate meds	01-252-000-0000-6262		0
			180.65	walmart - jail supplies	01-252-000-0000-6405		0
			99.30	Walmart - groceries	01-252-000-0000-6418		0
			30.40	Westerluns gaos bca training	01-252-003-0000-6511		0
			571.80	USPS - Prestamped Envelopes	01-252-252-0000-6405		0
			9.16	fishbowl candy	01-257-022-0000-6406		0
			99.68	Hotel - EM meeting	01-280-000-0000-6332		0
			42.00	Gas for EM Meeting	01-280-000-0000-6511		0
			133.22	underoneroof	01-280-003-0000-6332		0
			6.62	Meal - Underoneroof	01-280-003-0000-6340		0
			24.40	underoneroof	01-280-003-0000-6511		0
			3.99	shopko candy	01-391-000-0000-6405		0
			44.85	MN / American Flags	03-302-000-0000-6400		0
			70.25	Detector Bracket	03-302-000-0000-6449		0
			255.06	EP conf lodging (3)	05-400-400-0402-6332		0
			14.80	EP - Conf Meals - Overnight	05-400-400-0402-6340		0
			11.60	EP- CONF MEALS- OVERNIGHT	05-400-400-0402-6340		0
			9.95	WIC - Cord Safety Wraps	05-400-410-0413-6405		0
			6.00	MCH - Parking	05-400-430-0408-6330		0
			20.41	ADMIN- ep conf lodging	05-400-440-0410-6332		0
			3.47	conf meals - overnight	05-400-440-0410-6340		0
			28.19		05-400-440-0410-6402		0
			27.68	ViewSonic - upstairs breakroom	05-400-440-0410-6402		0
			4.48	OSS - Hanging File	05-400-440-0410-6405		0
			9.13	Fair Booth OFC Supplies	05-400-440-0410-6405		0
			13.28	SHIP ofc supplies	05-400-450-0451-6405		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			555.50	SHIP - HC Farmer's Market Supp	05-400-450-0451-6406		0
			634.99	METS Training Lodging	05-420-600-4800-6332		0
			42.08	ADMIN- ep conf lodging	05-420-600-4800-6332		0
			7.15	conf meals - overnight	05-420-600-4800-6340		0
			20.99	IM - Wireless Keyboard	05-420-600-4800-6402		0
			7.99		05-420-600-4800-6402		0
			19.95		05-420-600-4800-6402		0
			57.09	ViewSonic - upstairs breakroom	05-420-600-4800-6402		0
			9.25	OSS - Hanging File	05-420-600-4800-6405		0
			303.98	Nitro Pro 11 (JS/KL)	05-430-700-4800-6239		0
			65.04	ADMIN- ep conf lodging	05-430-700-4800-6332		0
			97.35	Hotel for Training	05-430-700-4800-6332		0
			11.05	conf meals - overnight	05-430-700-4800-6340		0
			7.99		05-430-700-4800-6402		0
			88.22	ViewSonic - upstairs breakroom	05-430-700-4800-6402		0
			14.29	OSS - Hanging File	05-430-700-4800-6405		0
			196.54	SS - Wireless Headset	05-430-700-4800-6450		0
			250.58	MH Event Refreshments	05-430-700-4800-6803		0
			113.34	2 folding tables for conf room	10-923-000-0000-6405		0
			19.95	rechargeable camera battery	10-923-000-0000-6405		0
			47.99	Bosch Rod Adapter	11-924-000-0000-6406		0
			22.80	USPS	19-521-000-0000-6205		0
			98.93		19-521-000-0000-6405		0
			20.00	Crickets	19-522-000-0000-6416		0
			68.46	Amazon - Books/frame	19-522-000-0000-6416		0
			337.55		19-524-000-0000-6422		0
			9.24	Latex Gloves	19-524-000-0000-6422		0
			208.78	Garn System Cleaner	19-525-000-0000-6601		0
			667.99	2 Voip Phones	01-049-000-0000-6402	290562	0
Warrant #	2858	Total	7,548.02	Date 6/1/18			

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Aitkin County

WARRANT REGISTER



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Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Final Total...	7,548.02	66	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	3,691.80	General Fund
3	115.10	Road & Bridge
5	2,794.08	Health & Human Services
10	133.29	Trust
11	47.99	Forest Development
19	765.76	Long Lake Conservation Center
	7,548.02	TOTAL

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
2879	5462	Bremer Bank (Elan ACH)					
			88.48		01-001-000-0000-6332		0
			103.76		01-001-000-0000-6332		0
			199.29	Enbridge Meeting	01-001-000-0000-6332		0
			99.68	AMC Spring Meeting	01-001-000-0000-6332		0
			99.68	AMC Distric 1	01-001-000-0000-6332		0
			200.00	MAAO case study wrkshp	01-043-000-0000-6208		0
			207.12	MAAO Summer Conf	01-043-000-0000-6332		0
			103.56	Summer Seminar	01-043-000-0000-6332		0
			31.26	Summer Seminar	01-043-000-0000-6340		0
			-1.04	sales tax credit	01-043-000-0000-6405		0
			28.99	Klein Krimper	01-049-000-0000-6402		0
			125.20	safety glasses hooks	01-049-000-0000-6402		0
			7.99	I hpone charger	01-049-000-0000-6402		0
			1,198.00	WD 8tb cloud	01-049-000-0000-6402		0
			749.99	Epson Projector	01-052-000-0000-6625		0
			32.45	Arrowwood Resort	01-090-000-0000-6208		0
			14.99	Cable	01-100-000-0000-6405		0
			135.99	SSTS Inspector	01-122-000-0000-6332		0
			17.97	Amazon USB	01-122-000-0000-6405		0
			519.13	MSA Summer Conf	01-200-003-0000-6332		0
			-95.40	whistle.com credit	01-200-019-0000-6231		0
			11.01	dispatch training	01-252-003-0000-6511		0
			75.98	fitness equip	01-252-252-0000-6405		0
			25.36	Fish bowl Candy	01-257-022-0000-6406		0
			294.38	Bimidji Training	01-257-251-0000-6332		0
			146.62	Bimidji Training	01-257-251-0000-6339		0
			9.50		01-280-000-0000-6405		0
			197.36	MACPZA Conf	01-391-000-0000-6332		0
			31.16	Mechanic Cell Phone	03-301-000-0000-6400		0
			779.23	FAP Supplies	05-400-430-0408-6406		0
			76.74	PH Prog Related Supply	05-400-430-0408-6406		0
			59.99	PH Supply Child Safety	05-400-430-0408-6406		0
			220.77	FAP Supplies	05-400-430-0408-6406		0
			154.41	HV Supplies	05-400-430-0408-6406		0
			7.79	Scotch Tape Squares	05-400-440-0410-6405		0
			0.35	Tax	05-400-440-0410-6405		0
			-0.35	Tax Credit	05-400-440-0410-6405		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			6.27	Pens	05-400-440-0410-6405		0
			5.55	Pens	05-400-440-0410-6405		0
			2.03	Threshold Conf RM	05-400-440-0410-6405		0
			323.62	Fair - Hot/Cold Packs	05-400-440-0410-6406		0
			88.50	Fair Booth Supplies	05-400-440-0410-6406		0
			15.94	Fair Booth Supplies	05-400-440-0410-6406		0
			31.95	AntiFatigue Mat	05-400-440-0410-6450		0
			1.28	Agency Equip	05-400-440-0410-6450		0
			20.99	Wireless Keyboard/Mouse WM	05-420-600-4800-6402		0
			16.06	Scotch Tape Squares	05-420-600-4800-6405		0
			0.73	Tax	05-420-600-4800-6405		0
			-0.73	- Tax Credit	05-420-600-4800-6405		0
			12.92	Pens	05-420-600-4800-6405		0
			11.44	Pens	05-420-600-4800-6405		0
			4.19	Threshold Conf RM	05-420-600-4800-6405		0
			198.82	IM - Plantronics Headset	05-420-600-4800-6450		0
			45.85	SM Equip / Tele DJ	05-420-600-4800-6450		0
			27.99	IM - Handset DJ	05-420-600-4800-6450		0
			2.64	Agency Equip	05-420-600-4800-6450		0
			37.00	SURVEY MONKEY	05-430-700-4800-6231		0
			24.82	Scotch Tape Squares	05-430-700-4800-6405		0
			1.12	Tax	05-430-700-4800-6405		0
			-1.12	- Tax Credit	05-430-700-4800-6405		0
			19.97	Pens	05-430-700-4800-6405		0
			17.69	Pens	05-430-700-4800-6405		0
			6.48	Threshold Conf RM	05-430-700-4800-6405		0
			14.98	SS - Cell Phone Charger	05-430-700-4800-6450		0
			181.47	SS - Wireless Headset (D7)	05-430-700-4800-6450		0
			156.99	Office CHair (VM)	05-430-700-4800-6450		0
			4.07	Agency Equip	05-430-700-4800-6450		0
			116.96	SA #59811798	05-430-710-3810-6057		0
			92.60	USPS	19-521-000-0000-6205		0
			29.99	Adobe Cloud	19-521-000-0000-6231		0
			23.80		19-521-000-0000-6400		0
			29.98		19-522-000-0000-6416		0
			28.99	Rope for Bouys	19-522-000-0000-6416		0
			27.85		19-522-000-0000-6416		0
			75.46	camp supplies	19-522-000-0000-6416		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			20.58		19- 522- 000- 0000- 6430		0
			18.12		19- 522- 000- 0000- 6430		0
			37.85		19- 523- 000- 0000- 6418		0
			10.99		19- 523- 000- 0000- 6420		0
			48.15		19- 524- 000- 0000- 6422		0
			283.61	School Fix / hazard sign	19- 524- 000- 0000- 6422		0
			23.33		19- 524- 000- 0000- 6422		0
			24.58		19- 524- 000- 0000- 6590		0
Warrant #	2879	Total	8,129.74	Date 6/18/18			
	Final Total...		8,129.74	83	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	4,627.30	General Fund
3	31.16	Road & Bridge
5	2,695.40	Health & Human Services
19	775.88	Long Lake Conservation Center
	8,129.74	TOTAL

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
2942	5462	Bremer Bank (Elan ACH)					
			179.23	One Night Pier B, Duluth	01-001-000-0000-6332		0
			17.99	Simplicity Vacuum Bags	01-043-000-0000-6405		0
			27.99	cassette tape to mp3	01-052-000-0000-6625		0
			218.44	shopko air purifier	01-200-000-0000-6405		0
			137.19	gas mask pouches	01-200-000-0000-6610		0
			149.00	read recognize respond trainin	01-200-003-0000-6241		0
			165.50	R. Hill Transport	01-252-000-0000-6330		0
			1,309.60	R. Hill Transport	01-252-000-0000-6330		0
			115.46	walmart - groceries	01-252-000-0000-6418		0
			18.75	fem hyg products	01-252-000-0000-6424		0
			108.94	fitness equipment	01-252-252-0000-6405		0
			-9.16	GoDaddy Credit (Elan)	01-257-000-0000-6342		0
			121.88	8 treatment books	01-257-022-0000-6406		0
			37.83	paulbeck's gift cards	01-257-022-0000-6406		0
			35.00	paulbeck's gift cards	01-257-022-0000-6406		0
			13.97	Training Bemidji Lunch	01-257-251-0000-6339		0
			36.32	Oreilly Auot - Wiper Blades	01-257-258-0000-6302		0
			33.00	gas for em mgmt trainign	01-280-003-0000-6511		0
			31.26	paulbecks - ewaste beverages	01-391-000-0000-6405		0
			17.58	Cell Phone Holster	03-301-000-0000-6400		0
			441.67	Fuel Tank	03-303-000-0000-6590		0
			85.44	WIC MINI - door signs	05-400-410-0413-6406		0
			99.98	wic - mini mini fridge	05-400-410-0413-6406		0
			79.98	wic mini - nursing pillow	05-400-410-0413-6406		0
			74.99	wic mini - sidetable / baskets	05-400-410-0413-6406		0
			272.27	wic - mini grant - recliner	05-400-410-0413-6625		0
			277.99	wic - mini grant - recliner	05-400-410-0413-6625		0
			42.95	wic - mini grant - 2 drawer or	05-400-410-0413-6625		0
			43.61	tanf - infant gum massager	05-400-430-0408-6406		0
			60.00	ph - conf registration - bc	05-400-440-0410-6241		0
			60.00	ph - conf registration - bs	05-400-440-0410-6241		0
			16.35	adm / regional directors meeti	05-400-440-0410-6332		0
			3.12	Agency - file folders	05-400-440-0410-6405		0
			25.46	agency - printer toner	05-400-440-0410-6405		0
			14.42	supplies	05-400-440-0410-6405		0
			-0.17	Sales Tax Credit	05-400-440-0410-6405		0
			6.65	Fair - supplies - yellow ducks	05-400-440-0410-6406		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			69.01	MA Training - Parking WM	05-420-600-4800-6330		0
			33.72	adm / regional directors meeti	05-420-600-4800-6332		0
			-19.95	- Keyboard return credit	05-420-600-4800-6402		0
			6.43	Agency - file folders	05-420-600-4800-6405		0
			52.50	agency - printer toner	05-420-600-4800-6405		0
			29.76	supplies	05-420-600-4800-6405		0
			-0.36	- Sales Tax Credit	05-420-600-4800-6405		0
			201.99	IM - Plantronics Headset (DJ)	05-420-600-4800-6450		0
			8.00	IPC Training Parking	05-430-700-4800-6330		0
			52.11	adm / regional directors meeti	05-430-700-4800-6332		0
			7.99	SS - desk calendar	05-430-700-4800-6405		0
			9.94	Agency - file folders	05-430-700-4800-6405		0
			81.14	agency - printer toner	05-430-700-4800-6405		0
			28.83	ss - planner (VW)	05-430-700-4800-6405		0
			45.99	supplies	05-430-700-4800-6405		0
			-0.56	- Sales Tax Credit	05-430-700-4800-6405		0
			11.47	ss - file cabinet key (AC)	05-430-700-4800-6450		0
			221.83	toner cartridges	10-923-000-0000-6405		0
			50.00	USPS	19-521-000-0000-6205		0
			16.64		19-521-000-0000-6405		0
			21.50		19-522-000-0000-6416		0
			9.71	camp supplies	19-522-000-0000-6416		0
			20.00	Bug Co	19-522-000-0000-6430		0
			73.56		19-522-000-0000-6430		0
Warrant #	2942	Total	5,401.73	Date 6/29/18			
		Final Total...	5,401.73	61	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	2,748.19	General Fund
3	459.25	Road & Bridge
5	1,781.05	Health & Human Services
10	221.83	Trust
19	191.41	Long Lake Conservation Center
	5,401.73	TOTAL

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Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



2E

Page 1

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

Period 1 RE Tax Overpay Refunds

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
8/8/18 2:10PM
13 Taxes & Penalties

	<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>
3	11341 Abel/Jeffrey 13- 943- 000- 0000- 2001		10.00	PERIOD 1 CUR RE		Cur - Property Taxes
	11341 Abel/Jeffrey		10.00	1 Transactions		
4	12079 American National Bank 13- 943- 000- 0000- 2001		223.00	PERIOD 1 CUR RE		Cur - Property Taxes
	12079 American National Bank		223.00	1 Transactions		
5	13550 Boleman/Zebidiah or Erin 13- 943- 000- 0000- 2001		66.00	PERIOD 1 CUR RE		Cur - Property Taxes
	13550 Boleman/Zebidiah or Erin		66.00	1 Transactions		
6	9225 Borowske/David 13- 943- 000- 0000- 2001		243.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9225 Borowske/David		243.00	1 Transactions		
7	12627 Bremer Bank 13- 943- 000- 0000- 2001		167.00	PERIOD 1 CUR RE		Cur - Property Taxes
	12627 Bremer Bank		167.00	1 Transactions		
8	9234 Carriveau/Albert 13- 943- 000- 0000- 2001		183.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9234 Carriveau/Albert		183.00	1 Transactions		
9	11472 Corelogic Centralized Refunds 13- 943- 000- 0000- 2001		627.00	PERIOD 1 CUR RE		Cur - Property Taxes
	11472 Corelogic Centralized Refunds		627.00	1 Transactions		
10	14287 ECKLUND/MARVIN 13- 943- 000- 0000- 2001		99.00	PERIOD 1 CUR RE		Cur - Property Taxes
	14287 ECKLUND/MARVIN		99.00	1 Transactions		
11	9241 Ellis/Pamela 13- 943- 000- 0000- 2001		128.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9241 Ellis/Pamela		128.00	1 Transactions		
12	9248 Fred Jr's Properties LLC 13- 943- 000- 0000- 2001		36.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9248 Fred Jr's Properties LLC		36.00	1 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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8/8/18 2:10PM
13 Taxes & Penalties

	<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>
13	9006 George/Thomas 13- 943- 000- 0000- 2001		8.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9006 George/Thomas		8.00	1 Transactions		
14	9897 Grand Timber Bank 13- 943- 000- 0000- 2001		189.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9897 Grand Timber Bank		189.00	1 Transactions		
15	9019 Hagerman/Russell 13- 943- 000- 0000- 2001		10.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9019 Hagerman/Russell		10.00	1 Transactions		
16	9039 Harler/Robert 13- 943- 000- 0000- 2001		4.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9039 Harler/Robert		4.00	1 Transactions		
17	9058 Heinz/Jeffrey 13- 943- 000- 0000- 2001		594.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9058 Heinz/Jeffrey		594.00	1 Transactions		
18	9066 Holtz Garden Center & Floral 13- 943- 000- 0000- 2001		58.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9066 Holtz Garden Center & Floral		58.00	1 Transactions		
19	9067 Joriman/Mary Ann 13- 943- 000- 0000- 2001		96.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9067 Joriman/Mary Ann		96.00	1 Transactions		
2	9223 Koehler/Bryce 13- 943- 000- 0000- 2004		432.00	PERIOD 1 DLQ RE		Del - Property Taxes
	9223 Koehler/Bryce		432.00	1 Transactions		
20	9073 Kriesel/John 13- 943- 000- 0000- 2001		594.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9073 Kriesel/John		594.00	1 Transactions		
21	5707 Lereta LLC 13- 943- 000- 0000- 2001		76.00	PERIOD 1 CUR RE		Cur - Property Taxes
	5707 Lereta LLC		76.00	1 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
8/8/18 2:10PM
13 Taxes & Penalties

	<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>
22	9078 Liljenquist/Kimberly 13- 943- 000- 0000- 2001		90.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9078 Liljenquist/Kimberly		90.00	1 Transactions		
1	14728 Members Cooperative Credit Union 13- 943- 000- 0000- 2001		312.00	PERIOD 2 CUR RE		Cur - Property Taxes
	14728 Members Cooperative Credit Union		312.00	1 Transactions		
23	9100 Mercadante/Christopher 13- 943- 000- 0000- 2001		68.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9100 Mercadante/Christopher		68.00	1 Transactions		
24	9101 Nelson/Jeffrey G 13- 943- 000- 0000- 2001		40.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9101 Nelson/Jeffrey G		40.00	1 Transactions		
25	9120 Otts/John 13- 943- 000- 0000- 2001		23.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9120 Otts/John		23.00	1 Transactions		
26	9160 Perkins/Russel 13- 943- 000- 0000- 2001		68.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9160 Perkins/Russel		68.00	1 Transactions		
27	9162 Seefeld/Kevin 13- 943- 000- 0000- 2001		28.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9162 Seefeld/Kevin		28.00	1 Transactions		
29	9167 Simon- D'Autrechy 13- 943- 000- 0000- 2001		46.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9167 Simon- D'Autrechy		46.00	1 Transactions		
28	9164 Simon/Daniel 13- 943- 000- 0000- 2001		64.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9164 Simon/Daniel		64.00	1 Transactions		
30	9168 Skinner/Miranda 13- 943- 000- 0000- 2001		44.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9168 Skinner/Miranda		44.00	1 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
8/8/18 2:10PM
13 Taxes & Penalties

Vendor	<u>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>
31	9169 Strande/Larry 13- 943- 000- 0000- 2001		100.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9169 Strande/Larry		100.00	1 Transactions		
32	9172 Theis/Tamera 13- 943- 000- 0000- 2001		16.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9172 Theis/Tamera		16.00	1 Transactions		
33	5072 Ukuras Big Dollar 13- 943- 000- 0000- 2001		6.00	PERIOD 1 CUR RE		Cur - Property Taxes
	5072 Ukuras Big Dollar		6.00	1 Transactions		
34	13678 WALLACE/M.B. 13- 943- 000- 0000- 2001		48.00	PERIOD 1 CUR RE		Cur - Property Taxes
	13678 WALLACE/M.B.		48.00	1 Transactions		
38	6119 Wells Fargo RE Tax Service 13- 943- 000- 0000- 2001		18,260.04	PERIOD 1 CUR RE		Cur - Property Taxes
	6119 Wells Fargo RE Tax Service		18,260.04	1 Transactions		
35	9195 Western Bank 13- 943- 000- 0000- 2001		12.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9195 Western Bank		12.00	1 Transactions		
36	9206 Wolbeck/Kurtis 13- 943- 000- 0000- 2001		30.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9206 Wolbeck/Kurtis		30.00	1 Transactions		
37	9207 Young/ Paul G 13- 943- 000- 0000- 2001		44.00	PERIOD 1 CUR RE		Cur - Property Taxes
	9207 Young/ Paul G		44.00	1 Transactions		
13 Fund Total:			23,142.04	Taxes & Penalties	38 Vendors	38 Transactions
Final Total:			23,142.04	38 Vendors	38 Transactions	

JKK1
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2:10PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	23,142.04	Taxes & Penalties
All Funds	23,142.04	Total

Approved by,
.....
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JKK1
8/3/18 2:55PM

Aitkin County August 10th

2F



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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
8/3/18 2:55PM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1	DEPT			Commissioners		
10452	AT&T Mobility 01-001-000-0000-6250		67.18	CELL PHONE CHARGES 06/18/2018 07/17/2018	287259994975	Telephone
10452	AT&T Mobility		67.18	1 Transactions		
10200	Marcotte/Anne Marie 01-001-000-0000-6330		728.12	Mileage Mar- July	1336@.545	Transportation & Travel & Parking
	01-001-000-0000-6330		774.99	Mileage Jan- Mar	1422@.545	Transportation & Travel & Parking
	01-001-000-0000-6330		507.94	Mileage June & July	932@.545	Transportation & Travel & Parking
10200	Marcotte/Anne Marie		2,011.05	3 Transactions		
14912	Mitchell Hamline School of Law 01-001-000-0000-6241		150.00	Leader series		Registration Fee
14912	Mitchell Hamline School of Law		150.00	1 Transactions		
3590	Niemi/Donald 01-001-000-0000-6340		49.65	Meals ARDC meeting 7/18,19		Meals (Overnight)
3590	Niemi/Donald		49.65	1 Transactions		
14289	Pratt/Bill 01-001-000-0000-6330		281.77	Mileage June	517@.545	Transportation & Travel & Parking
	01-001-000-0000-6330		294.30	Mileage July	540@.545	Transportation & Travel & Parking
14289	Pratt/Bill		576.07	2 Transactions		
1	DEPT Total:		2,853.95	Commissioners	5 Vendors	8 Transactions
12	DEPT			Court Administration		
8175	Centurylink 01-012-000-0000-6250		273.60	July / Aug Phone Charges		Telephone
8175	Centurylink		273.60	1 Transactions		
14654	Jones and Magnus, Attorneys at Law 01-012-000-0000-6232		30.00	01- pr- 17- 186		Attorney Services
14654	Jones and Magnus, Attorneys at Law		30.00	1 Transactions		
12	DEPT Total:		303.60	Court Administration	2 Vendors	2 Transactions

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1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
40 DEPT		Auditor		
248 Association of Mn Counties 01-040-000-0000-6208		75.00 MACA tech training	50161	Training/Education
248 Association of Mn Counties		75.00	1 Transactions	
8175 Centurylink 01-040-000-0000-6250		35.80 July / Aug Phone Charges		Telephone
01-040-021-0000-6250		334.46 Jul Aug Phone		License Center- Phone
8175 Centurylink		370.26	2 Transactions	
10185 Centurylink Communications Inc 01-040-021-0000-6250		161.67 July Long Distance		License Center- Phone
10185 Centurylink Communications Inc		161.67	1 Transactions	
3267 Peysar/Kirk 01-040-000-0000-6330		55.59 Mileage to MCIS	102@,545	Transportation & Travel
3267 Peysar/Kirk		55.59	1 Transactions	
86235 The Office Shop Inc 01-040-000-0000-6405		12.92 Notary book	1049001- 1	Office & Computer Supplies
01-040-021-0000-6405		22.98 Label tape	299789- 0	Office & Computer Supplies
01-040-000-0000-6405		32.20 Notary Stamp	32.20	Office & Computer Supplies
86235 The Office Shop Inc		68.10	3 Transactions	
40 DEPT Total:		730.62 Auditor	5 Vendors	8 Transactions
42 DEPT		Treasurer		
8175 Centurylink 01-042-000-0000-6250		20.46 July / Aug Phone Charges		Telephone
8175 Centurylink		20.46	1 Transactions	
2966 MACO 01-042-000-0000-6231		750.00 MOM's maint		Services, Labor, Contracts
2966 MACO		750.00	1 Transactions	
42 DEPT Total:		770.46 Treasurer	2 Vendors	2 Transactions
43 DEPT		Assessor		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc		164.08	contract charges	18825452	Services, Labor, Contracts
783	Canon Financial Services, Inc		164.08			
8175	Centurylink					
	01-043-000-0000-6250		25.57	July / Aug Phone Charges		Telephone
8175	Centurylink		25.57		1 Transactions	
3263	K&M Signs Inc.					
	01-043-000-0000-6405		28.00	lettering jim's jeep		Office, Film & Computer Supplies
3263	K&M Signs Inc.		28.00		1 Transactions	
13934	Tire Barn					
	01-043-000-0000-6302		381.85	Brakes on Jeep	43915	Car Maintenance
13934	Tire Barn		381.85		1 Transactions	
43	DEPT Total:		599.50	Assessor	4 Vendors	4 Transactions
44	DEPT			Central Services		
85	Aitkin Co Growth Inc					
	01-044-000-0000-6231		100.00	July / Aug Storage Rent		Services, Labor, Contracts
85	Aitkin Co Growth Inc		100.00		1 Transactions	
14945	Bobcat Properties					
	01-044-000-0000-6231		100.00	July / Aug Storage Rent		Services, Labor, Contracts
14945	Bobcat Properties		100.00		1 Transactions	
8175	Centurylink					
	01-044-000-0000-6250		2.56	July / Aug Phone Charges		Telephone
8175	Centurylink		2.56		1 Transactions	
10185	Centurylink Communications Inc					
	01-044-000-0000-6250		0.26	July / Aug toll free phone		Telephone
	01-044-000-0000-6250		0.61	July / Aug toll free phone		Telephone
10185	Centurylink Communications Inc		0.87		2 Transactions	
1181	Crow Wing Co Auditor- Treasurer					
	01-044-000-0000-6231		10,522.45	cmcc aitkin retiree health	1115	Services, Labor, Contracts

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
1181	Crow Wing Co Auditor- Treasurer		10,522.45			
				1 Transactions		
3724	Performance Office Papers					
	01- 044- 000- 0000- 6405		1,976.00	Copy paper	390512- 00	Office & Computer Supplies
3724	Performance Office Papers		1,976.00			
				1 Transactions		
44	DEPT Total:		12,701.88	Central Services	6 Vendors	7 Transactions
49	DEPT			Information Technologies		
8175	Centurylink					
	01- 049- 000- 0000- 6250		37.08	July / Aug Phone Charges		Telephone
8175	Centurylink		37.08		1 Transactions	
88880	Datacomm Computers & Networks Inc					
	01- 049- 000- 0000- 6402		169.00	apc rbc7	10886	Computer Supplies & Software
88880	Datacomm Computers & Networks Inc		169.00		1 Transactions	
49	DEPT Total:		206.08	Information Technologies	2 Vendors	2 Transactions
52	DEPT			Administration/Personnel Dept		
248	Association of Mn Counties					
	01- 052- 000- 0000- 6241		75.00	MACA tech training	50161	Registration Fee
248	Association of Mn Counties		75.00		1 Transactions	
10452	AT&T Mobility					
	01- 052- 000- 0000- 6250		109.86	CELL PHONE CHARGES	287259994975	Telephone
				06/18/2018 07/17/2018		
10452	AT&T Mobility		109.86		1 Transactions	
8175	Centurylink					
	01- 052- 000- 0000- 6250		48.58	July / Aug Phone Charges		Telephone
8175	Centurylink		48.58		1 Transactions	
12048	McDowell Agency, Inc./The					
	01- 052- 000- 0000- 6231		50.00	Background screening	104717	Services, Labor, Contracts
12048	McDowell Agency, Inc./The		50.00		1 Transactions	
13412	Pemberton, Sorlie, Rufer & Kershner PLLP					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
13412 Pemberton, Sorlie, Rufer & Kershner PLLI		21.00	Atty fees	Attorney Services
		21.00	1 Transactions	
52 DEPT Total:		304.44	Administration/Personnel Dept	5 Vendors 5 Transactions
60 DEPT			Elections	
1702 40 Club Banquet & Event Center				
01-060-000-0000-6231		871.35	Election training room charge	20170724 Services, Labor, Contracts
01-060-000-0000-6231		512.15	Election training room charge	20170731 Services, Labor, Contracts
1702 40 Club Banquet & Event Center		1,383.50	2 Transactions	
11051 Department of Human Services				
01-060-000-0000-6231		44.93	Mailing Services	a300ic011741 Services, Labor, Contracts
11051 Department of Human Services		44.93	1 Transactions	
11372 DS Solutions, Inc.				
01-060-000-0000-6406		1,404.00	pre-marked test deck ballots	11824 Ballots & Programming
11372 DS Solutions, Inc.		1,404.00	1 Transactions	
1601 Election Systems & Software Inc				
01-060-000-0000-6406		56.90	m100 battery	1053925 Ballots & Programming
1601 Election Systems & Software Inc		56.90	1 Transactions	
14967 KNOW iNK				
01-060-000-0000-6630		88,620.00	Poll Pads	3116 Miscellaneous- Capital Outlay
14967 KNOW iNK		88,620.00	1 Transactions	
86235 The Office Shop Inc				
01-060-000-0000-6405		785.70	Extension cords & power strips	299853-0 Office & Computer Supplies
86235 The Office Shop Inc		785.70	1 Transactions	
60 DEPT Total:		92,295.03	Elections	6 Vendors 7 Transactions
90 DEPT			Attorney	
117 Aitkin County Sheriff				
01-090-000-0000-6250		18.01	JR Cell Service	18-0133 Telephone
117 Aitkin County Sheriff		18.01	1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc		359.91	contract charges	18842634	Office & Computer Supplies
783	Canon Financial Services, Inc		359.91		1 Transactions	
880	Carlton County Sheriff's Office		50.00	subpoena 01cr17762 M. Teggatz	2018900644	Co Sheriff Services
880	Carlton County Sheriff's Office		50.00		1 Transactions	
8175	Centurylink		48.58	July / Aug Phone Charges		Telephone
8175	Centurylink		48.58		1 Transactions	
10185	Centurylink Communications Inc		0.71	July / Aug toll free phone		Telephone
10185	Centurylink Communications Inc		0.71		1 Transactions	
89541	Culligan		59.20	monthly water	150x00981100	Drug & Forfeiture Ms387.213
89541	Culligan		59.20		1 Transactions	
2939	McGee P.A./M.B.		975.00	Trial	2951	Services, Labor, Contracts
	01-090-000-0000-6231			Trial	2951	Witness/Expert Witness & Travel Expense
	01-090-000-0000-6252		1,000.00	Trial	2951	Professional Consulting
	01-090-000-0000-6260		500.00	Trial	2951	
2939	McGee P.A./M.B.		2,475.00		3 Transactions	
9489	Redwood Toxicology Laboratory, Inc		303.31	testing for pretrial defendant	12289120182	Drug & Forfeiture Ms387.213
	01-090-000-0000-6213		166.04	Testing	12289120186	Drug & Forfeiture Ms387.213
9489	Redwood Toxicology Laboratory, Inc		469.35		2 Transactions	
9360	Redwood Toxicology Laboratory, Inc.		217.08	testing supplies for pretrial		Drug & Forfeiture Ms387.213
9360	Redwood Toxicology Laboratory, Inc.		217.08		1 Transactions	
10879	Shred-It		1,641.50	Monthly shredding	815049232	Office & Computer Supplies
10879	Shred-It		1,641.50		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
11949	Swanson/Sondra		18.00	Raid & Ant bait		Office & Computer Supplies
11949	Swanson/Sondra		18.00		1 Transactions	
86235	The Office Shop Inc					
	01-090-000-0000-6405		226.86	Fan	1046966-2	Office & Computer Supplies
	01-090-000-0000-6405		207.99	Air purifier	1046985-0	Office & Computer Supplies
	01-090-000-0000-6405		62.00	Staples	1047834-0	Office & Computer Supplies
	01-090-000-0000-6405		59.00	Wire shelf	1048123-0	Office & Computer Supplies
	01-090-000-0000-6405		245.37	Staples, air purifier, flags	1048594-0	Office & Computer Supplies
	01-090-000-0000-6405		35.88	Labels	1048617-0	Office & Computer Supplies
	01-090-000-0000-6405		4.90	Highlighters	1048727-0	Office & Computer Supplies
	01-090-000-0000-6230		559.22	Quarterly copier contracts	299416-0	Printing, Publishing & Adv
	01-090-000-0000-6625		559.22	Quarterly copier contracts	299416-0	Office Equipment
86235	The Office Shop Inc		1,960.44		9 Transactions	
5173	Thomson Reuters- West Publishing					
	01-090-000-0000-6406		1,301.14	West information charges	838467737	Law Publ. & Subscriptions
	01-090-000-0000-6406		608.00	Publications	838567863	Law Publ. & Subscriptions
5173	Thomson Reuters- West Publishing		1,909.14		2 Transactions	
90	DEPT Total:		9,226.92	Attorney	13 Vendors	25 Transactions
100	DEPT			Recorder		
8175	Centurylink					
	01-100-000-0000-6250		15.34	July / Aug Phone Charges		Telephone
8175	Centurylink		15.34		1 Transactions	
9373	ESRI					
	01-100-195-0000-6231		3,166.67	ESRI GIS Software	93305379	Services, Labor, Contracts- Land Records
	01-100-196-0000-6231		3,166.66	ESRI GIS Software	93305379	Services, Labor, Contracts- Recorder's
9373	ESRI		6,333.33		2 Transactions	
13724	Minnesota Continuing Legal Education					
	01-100-000-0000-6241		400.00	Real Estate Institute	922693	Registration Fee
13724	Minnesota Continuing Legal Education		400.00		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
100 DEPT Total:		6,748.67	Recorder	3 Vendors 4 Transactions
110 DEPT			Courthouse Maintenance	
8239 Ameripride Linen & Apparel Services				
01-110-000-0000-6422		39.45	dry mop / handle	2201077027 Janitorial Supplies
8239 Ameripride Linen & Apparel Services		39.45		1 Transactions
10452 AT&T Mobility				
01-110-000-0000-6250		33.59	CELL PHONE CHARGES	287259994975 Phone
			06/18/2018 07/17/2018	
10452 AT&T Mobility		33.59		1 Transactions
8175 Centurylink				
01-110-000-0000-6250		5.11	July / Aug Phone Charges	Phone
8175 Centurylink		5.11		1 Transactions
88628 Dalco				
01-110-000-0000-6422		266.60	toilet tissue	3342640 Janitorial Supplies
88628 Dalco		266.60		1 Transactions
1598 Ferrara's Htg Air Cond & Refrig Inc				
01-110-000-0000-6231		120.00	trbl shoot fan coil unit	9311 Services, Labor, Contracts
1598 Ferrara's Htg Air Cond & Refrig Inc		120.00		1 Transactions
2186 Hillyard Inc - Kansas City				
01-110-000-0000-6422		692.69	maintenance supplies	603071204 Janitorial Supplies
2186 Hillyard Inc - Kansas City		692.69		1 Transactions
89765 Minnesota Elevator, Inc				
01-110-000-0000-6231		178.27	August Service	761917 Services, Labor, Contracts
89765 Minnesota Elevator, Inc		178.27		1 Transactions
3950 Public Utilities				
01-110-000-0000-6254		140.66	CH Building Coord	0200050109016 Utilities & Heating
01-110-000-0000-6254		130.33	Glarco	0200050186004 Utilities & Heating
01-110-000-0000-6254		28.00	Old Co Garage	0200050202003 Utilities & Heating
01-110-000-0000-6254		243.46	LA tool building	0200063077050 Utilities & Heating
01-110-000-0000-6254		2,522.93	Courthouse	0300000509007 Utilities & Heating

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
3950 Public Utilities		3,065.38		5 Transactions
86235 The Office Shop Inc 01-110-000-0000-6422		50.00	Casters	1048990-0 Janitorial Supplies
86235 The Office Shop Inc		50.00		1 Transactions
110 DEPT Total:		4,451.09	Courthouse Maintenance	9 Vendors 13 Transactions
111 DEPT			Buildings	
11428 Horizon Roofing, INC. 01-111-000-0000-6605		4,700.00	ch roof repairs	100755 Building & Structures
11428 Horizon Roofing, INC.		4,700.00		1 Transactions
10930 Tidholm Productions 01-111-000-0000-6605		443.81	CH Directional Signage	9982 7490 Building & Structures
10930 Tidholm Productions		443.81		1 Transactions
111 DEPT Total:		5,143.81	Buildings	2 Vendors 2 Transactions
120 DEPT			Service Officer	
8175 Centurylink 01-120-000-0000-6250		48.58	July / Aug Phone Charges	Telephone
8175 Centurylink		48.58		1 Transactions
10185 Centurylink Communications Inc 01-120-000-0000-6250		1.45	July / Aug toll free phone	Telephone
10185 Centurylink Communications Inc		1.45		1 Transactions
11256 NACVSO 01-120-000-0000-6240		80.00	2018 NACVSO Member Dues	Dues
11256 NACVSO		80.00		1 Transactions
120 DEPT Total:		130.03	Service Officer	3 Vendors 3 Transactions
121 DEPT			Housing & Redevelopment	
11113 Anderson/Edward 01-121-000-0000-6350		105.00	hra meetings	Per Diem

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

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>
11113 Anderson/Edward		105.00			1 Transactions
14870 Johnson/Laurie					
01-121-000-0000-6350		105.00	hra meetings		Per Diem
14870 Johnson/Laurie		105.00			1 Transactions
13164 Turner/Evelyn					
01-121-000-0000-6350		35.00	HRA Meeting	4/23/18	Per Diem
01-121-000-0000-6350		35.00	HRA Meeting	6/27/18	Per Diem
01-121-000-0000-6350		35.00	HRA Meeting	7/25/18	Per Diem
13164 Turner/Evelyn		105.00			3 Transactions
10017 Tveit/Galen					
01-121-000-0000-6350		35.00	HRA Meeting	4/23/18	Per Diem
01-121-000-0000-6350		35.00	HRA Meeting	6/27/18	Per Diem
01-121-000-0000-6350		35.00	HRA Meeting	7/25/18	Per Diem
10017 Tveit/Galen		105.00			3 Transactions
121 DEPT Total:		420.00	Housing & Redevelopment	4 Vendors	8 Transactions
122 DEPT			Planning & Zoning		
195 Aitkin Tire Shop					
01-122-000-0000-6302		20.00	R.Sovde tire repair black esca	58236	Car Maintenance
195 Aitkin Tire Shop		20.00			1 Transactions
783 Canon Financial Services, Inc					
01-122-000-0000-6231		248.73	contract charges	18825449	Services, Labor, Contracts, Programming
783 Canon Financial Services, Inc		248.73			1 Transactions
8175 Centurylink					
01-122-000-0000-6250		84.38	July / Aug Phone Charges		Telephone
8175 Centurylink		84.38			1 Transactions
13066 Hargrave/Bryan					
01-122-000-0000-6231		3,500.00			Services, Labor, Contracts, Programming
13066 Hargrave/Bryan		3,500.00	07/23/2018	08/03/2018	1 Transactions
14832 Kulifaj / Stephen					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
01-122-000-0000-6350		10.00	PC Onsite	Per Diem
01-122-038-0000-6330		64.31	PC Mileage	118@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	PC Meeting	7/16/18 Per Diem
14832 Kulifaj / Stephen		124.31		3 Transactions
11990 Lange/David				
01-122-000-0000-6350		10.00	PC Onsite	Per Diem
01-122-000-0000-6350		50.00	PC Onsite	7/16/18 Per Diem
01-122-038-0000-6330		50.14	PC Mileage	92@.545 Boa/Pc Mileage
11990 Lange/David		110.14		3 Transactions
13424 Sonnee/Dennise J				
01-122-000-0000-6350		10.00	PC Onsite	Per Diem
01-122-038-0000-6330		54.50	PC Mileage	100@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	PC Meeting	7/16/18 Per Diem
13424 Sonnee/Dennise J		114.50		3 Transactions
6097 Verizon Wireless				
01-122-000-0000-6250		42.34	P&Z Cellular	380690138 Telephone
6097 Verizon Wireless		42.34		1 Transactions
10895 Westerlund/Laurie Ann				
01-122-000-0000-6350		10.00	PC onsite	Per Diem
01-122-038-0000-6330		54.50	PC Mileage	100@.545 Boa/Pc Mileage
10895 Westerlund/Laurie Ann		64.50		2 Transactions
122 DEPT Total:		4,308.90	Planning & Zoning	9 Vendors 16 Transactions
200 DEPT			Enforcement	
86359 Aitkin Co Attorney				
01-200-039-0000-6425		1,275.00	Co Atty Consults 2nd Q 2018	Gun Permit Expenses
86359 Aitkin Co Attorney		1,275.00		1 Transactions
11960 ASAP Towing				
01-200-000-0000-6359		315.00	18-1996 Chev Blazer DWI	6847 Wrecker Service
11960 ASAP Towing		315.00		1 Transactions
10452 AT&T Mobility				
01-200-000-0000-6250		953.41	cell phones & squad cards	07252018 Telephone

Aitkin County



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1 General Fund

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<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10452 AT&T Mobility		953.41			
			1 Transactions		
86467 Auto Value Aitkin					
01- 200- 000- 0000- 6405		21.99	adhesive cleaner	401241115	Office Supplies
86467 Auto Value Aitkin		21.99			
			1 Transactions		
12445 Brandl Chevrolet, Buick GMC					
01- 200- 000- 0000- 6302		530.46	rear strut mount, tie rod #217	310140	Car Maintenance
01- 200- 000- 0000- 6302		51.48	oil change, rotate tires #221	310154	Car Maintenance
12445 Brandl Chevrolet, Buick GMC		581.94			
			2 Transactions		
13325 Bruggman/Paul					
01- 200- 040- 0000- 6304		1,048.29	July TZD		TZD Grant Expenses
13325 Bruggman/Paul		1,048.29			
			1 Transactions		
8175 Centurylink					
01- 200- 000- 0000- 6250		166.21	July / Aug Phone Charges		Telephone
8175 Centurylink		166.21			
			1 Transactions		
10185 Centurylink Communications Inc					
01- 200- 000- 0000- 6250		4.54	July / Aug toll free phone		Telephone
10185 Centurylink Communications Inc		4.54			
			1 Transactions		
10405 Digital Ally, Inc.					
01- 200- 000- 0000- 6409		45.00	holster w/ belt clip #218	1101928	Deputy Supplies
10405 Digital Ally, Inc.		45.00			
			1 Transactions		
14127 Ford of Hibbing					
01- 200- 000- 0000- 6620		24,625.45	2018 Ford Taurus 31250	Aitkin 18- 103	Auto, Trailers, Snowmobiles
01- 200- 000- 0000- 6620		28,747.45	2018 Ford Expl 17520	Aitkin 18- 103	Auto, Trailers, Snowmobiles
14127 Ford of Hibbing		53,372.90			
			2 Transactions		
8156 Hibbing Community College					
01- 200- 003- 0000- 6241		4,050.00	2018 ARLET Membership for 18	105086	Registration Fee
8156 Hibbing Community College		4,050.00			
			1 Transactions		
3760 Palisade Cooperative Oil Assoc					
01- 200- 000- 0000- 6511		18.72	#209 gas	407685	Gas And Oil

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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
3760	Palisade Cooperative Oil Assoc		18.72			
				1 Transactions		
9429	State Treasurer's Office General Acct.					
	01-200-000-0000-6409		119.40	10% 18-0365 forfeiture		Deputy Supplies
9429	State Treasurer's Office General Acct.		119.40			
				1 Transactions		
4681	Streichers					
	01-200-000-0000-6409		184.20	baton stop, flashlight holders	11322882	Deputy Supplies
4681	Streichers		184.20			
				1 Transactions		
13005	Tactical Solutions					
	01-200-000-0000-6231		416.00	2018 Radar Calibration	6824	Services & Labor (Incl Contracts)
13005	Tactical Solutions		416.00			
				1 Transactions		
86235	The Office Shop Inc					
	01-200-000-0000-6405		56.96	office supplies	1049073-0	Office Supplies
	01-200-000-0000-6405		11.49	steno books	1049073-1	Office Supplies
86235	The Office Shop Inc		68.45			
				2 Transactions		
13934	Tire Barn					
	01-200-000-0000-6302		146.35	one tire, balance #202	44088	Car Maintenance
	01-200-000-0000-6302		468.36	front/rear brakes #202	44153	Car Maintenance
	01-200-000-0000-6302		58.05	oil change, rotate tires #216	44162	Car Maintenance
	01-200-000-0000-6302		44.05	oil change #209	44250	Car Maintenance
13934	Tire Barn		716.81			
				4 Transactions		
9642	WEX BANK					
	01-200-000-0000-6511		5,534.62	squad gas	07-15-18	Gas And Oil
9642	WEX BANK		5,534.62			
				1 Transactions		
200	DEPT Total:		68,892.48	Enforcement	18 Vendors	24 Transactions
202	DEPT			Boat & Water		
10452	AT&T Mobility					
	01-202-000-0000-6250		73.01	cell phone	07252018	Telephone
10452	AT&T Mobility		73.01			
				1 Transactions		
3950	Public Utilities					
	01-202-000-0000-6254		23.47	Boat & Water	0200063119006	Utilities

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
3950 Public Utilities		23.47			
			1 Transactions		
9642 WEX BANK					
01-202-000-0000-6511		916.13	B&W gas	07-15-18	Gas And Oil
9642 WEX BANK		916.13			
			1 Transactions		
202 DEPT Total:		1,012.61	Boat & Water	3 Vendors	3 Transactions
206 DEPT			Forfeitures		
86359 Aitkin Co Attorney					
01-206-000-0000-6409		10.60	20% 17-3415 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		238.80	20% 18-0365 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		24.20	20% 18-0249 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		5.60	20% 18-0473 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		213.60	20% 17-2399 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		48.40	20% 17-2325 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		377.80	20% 15-4835 forfeiture		Forfeiture Supplies
86359 Aitkin Co Attorney		919.00		7 Transactions	
117 Aitkin County Sheriff					
01-206-000-0000-6409		43.50	title forfeited vehicles	171533,180380	Forfeiture Supplies
117 Aitkin County Sheriff		43.50		1 Transactions	
9429 State Treasurer's Office General Acct.					
01-206-000-0000-6409		5.30	10% 17-3415 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		12.10	10% 18-0249 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		2.80	10% 18-0473 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		106.80	10% 17-2399 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		24.20	10% 17-2325 forfeiture		Forfeiture Supplies
01-206-000-0000-6409		188.90	10% 15-4835 forfeiture		Forfeiture Supplies
9429 State Treasurer's Office General Acct.		340.10		6 Transactions	
206 DEPT Total:		1,302.60	Forfeitures	3 Vendors	14 Transactions
252 DEPT			Corrections		
116 Aitkin Pet & Farm Supply Inc					
01-252-000-0000-6590		293.51	softener salt	448824	Repair & Maintenance Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
116 Aitkin Pet & Farm Supply Inc		1 Transactions		
14005 American Tower Corporation				
01- 252- 000- 0000- 6231	335.98	Jacobson Tower Aug	405315717	Services & Labor (Incl Contracts)
14005 American Tower Corporation	335.98	1 Transactions		
12106 Antoine Electric				
01- 252- 000- 0000- 6590	111.16	retro fit Pod 123/125 lighting	16627	Repair & Maintenance Supplies
01- 252- 000- 0000- 6590	322.37	rooftop fan motor bearings	16629	Repair & Maintenance Supplies
01- 252- 000- 0000- 6590	121.09	basement emergency lights	16630	Repair & Maintenance Supplies
12106 Antoine Electric	554.62	3 Transactions		
10452 AT&T Mobility				
01- 252- 000- 0000- 6250	45.90	cell phones	07252018	Telephone
10452 AT&T Mobility	45.90	1 Transactions		
8175 Centurylink				
01- 252- 000- 0000- 6250	540.82	July / Aug Phone Charges		Telephone
8175 Centurylink	540.82	1 Transactions		
10185 Centurylink Communications Inc				
01- 252- 000- 0000- 6250	4.54	July / Aug toll free phone		Telephone
10185 Centurylink Communications Inc	4.54	1 Transactions		
163 Charter Communications				
01- 252- 252- 0000- 6405	187.33	inmate cable	6081071818	Prisoner Welfare
163 Charter Communications	187.33	1 Transactions		
88628 Dalco				
01- 252- 000- 0000- 6422	856.32	T.P., roll towels	3342641	Janitorial Supplies
88628 Dalco	856.32	1 Transactions		
2186 Hillyard Inc - Kansas City				
01- 252- 000- 0000- 6422	1,732.14	janitorial supplies	603071251	Janitorial Supplies
2186 Hillyard Inc - Kansas City	1,732.14	1 Transactions		
11889 Honeywell International Inc.				
01- 252- 000- 0000- 6359	760.72	troubleshoot jail chiller	5244576206R2	Wrecker Service
01- 252- 000- 0000- 6590	114.49	JCI Controller for chiller	5245053794	Repair & Maintenance Supplies

Aitkin County



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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11889 Honeywell International Inc.		3,311.85	terminal 3 breaker repair	5245239054	Wrecker Service
			3 Transactions		
5503 Keefe Supply Company		567.54	groceries: snack cakes	1021517	Groceries
5503 Keefe Supply Company		567.54			
			1 Transactions		
5756 KEEPRS, Inc		168.57	uniform shirt Liz E.	382411-01	Clothing Allowance
5756 KEEPRS, Inc		168.57			
			1 Transactions		
13073 Lakes Area Lock & Door Hardware Inc.		232.50	keys sticking in jail door	5032	Repair & Maintenance Supplies
13073 Lakes Area Lock & Door Hardware Inc.		232.50			
			1 Transactions		
13691 MEnD Correctional Care, PLLC		696.41	e- kit restocking	3413	Medical Expenses & Supplies - Inmates
13691 MEnD Correctional Care, PLLC		696.41			
			1 Transactions		
3789 Pan- O- Gold Baking Company		156.30	groceries	10002418200017	Groceries
3789 Pan- O- Gold Baking Company		156.30	groceries	10002418207025	Groceries
		312.60			
			2 Transactions		
11947 Phoenix Supply		117.62	inmate supplies	15042	Inmate Supplies
11947 Phoenix Supply		117.62			
			1 Transactions		
5426 Plastocon, Inc.		730.30	disposable lids	95417	Kitchen Supplies
5426 Plastocon, Inc.		730.30			
			1 Transactions		
3950 Public Utilities		48.69	Sheriff Emerg garage	0200000507004	Utilities & Heating
3950 Public Utilities		7,986.05	New Jail 2	0300000511002	Utilities & Heating
3950 Public Utilities		1,526.01	New Jail	0300000512016	Utilities & Heating
		9,560.75			
			3 Transactions		
4761 Sysco Minnesota Inc					

Aitkin County



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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
		3,405.49	groceries	153347728	Groceries
		2,938.72	groceries	153351688	Groceries
4761 Sysco Minnesota Inc		6,344.21			2 Transactions
86235 The Office Shop Inc					
01- 252- 000- 0000- 6418		56.97	office supplies	1049073- 0	Office & Computer Supplies
86235 The Office Shop Inc		56.97			1 Transactions
9642 WEX BANK					
01- 252- 000- 0000- 6330		365.50	transport gas	07- 15- 18	Prisoner Transportation & Travel
9642 WEX BANK		365.50			1 Transactions
252 DEPT Total:		27,015.98	Corrections	21 Vendors	29 Transactions
253 DEPT			Sentence to Serve		
10452 AT&T Mobility					
01- 253- 000- 0000- 6250		33.59	computer air card	07252018	Telephone
10452 AT&T Mobility		33.59			1 Transactions
8175 Centurylink					
01- 253- 000- 0000- 6250		2.56	July / Aug Phone Charges		Telephone
8175 Centurylink		2.56			1 Transactions
253 DEPT Total:		36.15	Sentence to Serve	2 Vendors	2 Transactions
254 DEPT			Enhanced 911 System		
13119 TalkPoint Technologies, Inc					
01- 254- 000- 0000- 6405		572.80	spare remote headset & batteri	13013	Office & Computer Supplies
13119 TalkPoint Technologies, Inc		572.80			1 Transactions
254 DEPT Total:		572.80	Enhanced 911 System	1 Vendors	1 Transactions
255 DEPT			General Crime Victim Grant		
8175 Centurylink					
01- 255- 000- 0000- 6250		10.23	July / Aug Phone Charges		Telephone
8175 Centurylink		10.23			1 Transactions
86235 The Office Shop Inc					

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8/3/18 2:55PM
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
86235	The Office Shop Inc		scissors / printer ink	1048841	Office & Computer Supplies
		47.44			
		47.44			
10930	Tidholm Productions				
	01-255-000-0000-6405				
		47.44			
10930	Tidholm Productions		Victim Services Brochures	0021 7486	Printing, Publishing & Adv
	01-255-000-0000-6230	144.45			
		144.45			
255	DEPT Total:	202.12	General Crime Victim Grant	3 Vendors	3 Transactions
257	DEPT		Community Corrections		
783	Canon Financial Services, Inc		contract charges	18825454	Office Equipment Rental/Contracts
	01-257-000-0000-6342	140.67			
		140.67			
8175	Centurylink		July / Aug Phone Charges		Telephone
	01-257-000-0000-6220	112.51			
		112.51			
87101	North Homes- Standard		Juvenile detention fees	3656140	Juvenile Detention
	01-257-255-0000-6204	9,137.10			
		261.06	Juvenile detention fees	3657122	Juvenile Detention
	01-257-255-0000-6204	261.06			
87101	North Homes- Standard	9,398.16			
9489	Redwood Toxicology Laboratory, Inc		Urinalysis Testing	2239920186	Drug Testing Fee
	01-257-267-0000-6274	77.95			
		77.95			
257	DEPT Total:	9,729.29	Community Corrections	4 Vendors	5 Transactions
280	DEPT		Emergency Management		
10185	Centurylink Communications Inc		July / Aug toll free phone		Telephone
	01-280-000-0000-6250	0.79			
		0.79			
86235	The Office Shop Inc		Canon Printer MF731CDW	1048843-0	Equipment
	01-280-000-0000-6610	399.00			
86235	The Office Shop Inc	399.00			

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
4870	Turner/Scott A.					
	01- 280- 000- 0000- 6108		36.00	3 lunches EM mtg in Bemidji	07- 27- 18	Meals Reimbursed (Taxable)
4870	Turner/Scott A.		36.00	1 Transactions		
280	DEPT Total:		435.79	Emergency Management	3 Vendors	3 Transactions
390	DEPT			Environmental Health (FBL)		
8175	Centurylink					
	01- 390- 000- 0000- 6250		17.90	July / Aug Phone Charges		Telephone
8175	Centurylink		17.90	1 Transactions		
390	DEPT Total:		17.90	Environmental Health (FBL)	1 Vendors	1 Transactions
391	DEPT			Solid Waste		
8175	Centurylink					
	01- 391- 000- 0000- 6250		12.79	July / Aug Phone Charges		Telephone
8175	Centurylink		12.79	1 Transactions		
1754	Garrison Disposal Company, Inc					
	01- 391- 060- 0000- 6360		10,914.56	monthly recycling contract		Recycling Contract
1754	Garrison Disposal Company, Inc		10,914.56	1 Transactions		
2340	Hyytinen Hardware Hank					
	01- 391- 000- 0000- 6405		9.98	5 gal pails	1474525	Office & Film Supplies
2340	Hyytinen Hardware Hank		9.98	1 Transactions		
5056	Western Lake Superior Sanitary					
	01- 391- 000- 0000- 6231		3,275.64	2nd Qtr HHW fees	063018AITHHW2	Services, Labor, & Minor Contracts
5056	Western Lake Superior Sanitary		3,275.64	1 Transactions		
391	DEPT Total:		14,212.97	Solid Waste	4 Vendors	4 Transactions
500	DEPT			Library And Historical Society		
1495	East Central Regional Library					
	01- 500- 500- 0000- 6801		112,288.50	2nd 1/2 appropriation		Library Appropriations
1495	East Central Regional Library		112,288.50	1 Transactions		

Aitkin County



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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
500 DEPT Total:		112,288.50	Library And Historical Society	1 Vendors 1 Transactions
601 DEPT			Extension	
8175 Centurylink		12.79	July / Aug Phone Charges	Telephone
01-601-000-0000-6250				
8175 Centurylink		12.79	1 Transactions	
11187 Regents Of The University of Minnesota		1,625.40	Summer intern	Univ Of Minn Contracts
01-601-000-0000-6262			300020701	
11187 Regents Of The University of Minnesota		1,625.40	1 Transactions	
601 DEPT Total:		1,638.19	Extension	2 Vendors 2 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tol	
14968 SFA		500.00	Tourism grant Farm2Families	Appropriations- Grant
01-700-909-0000-6801				
14968 SFA		500.00	1 Transactions	
12718 Up North Riders		500.00	Billboard banners & posters	Appropriations- Grant
01-700-909-0000-6801			179	
12718 Up North Riders		500.00	1 Transactions	
700 DEPT Total:		1,000.00	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors 2 Transactions
711 DEPT			Economic Development	
8175 Centurylink		2.56	July / Aug Phone Charges	Telephone
01-711-000-0000-6250				
8175 Centurylink		2.56	1 Transactions	
711 DEPT Total:		2.56	Economic Development	1 Vendors 1 Transactions
1 Fund Total:		379,554.92	General Fund	211 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated		
14969	STANLEY/LEIGH				
	03-000-000-0000-5857		APPROACH REFUND		Culverts
14969	STANLEY/LEIGH				
		500.00			
		500.00		1 Transactions	
0	DEPT Total:		Undesignated	1 Vendors	1 Transactions
		500.00			
301	DEPT		R&B Administration		
89541	Culligan				
	03-301-000-0000-6400		WATER	455194	Supplies And Materials
	03-301-000-0000-6400		RENTAL- AUG 2018	STMT	Supplies And Materials
89541	Culligan				
		37.00			
		10.50			
		47.50		2 Transactions	
	11406 Innovative Office Solutions				
	03-301-000-0000-6400		OFFICE SUPPLIES	IN2141685	Supplies And Materials
11406	Innovative Office Solutions				
		162.10			
		162.10		1 Transactions	
301	DEPT Total:		R&B Administration	2 Vendors	3 Transactions
		209.60			
303	DEPT		R&B Highway Maintenance		
13649	Aitkin Rental Center				
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES	24- JUL	Shop Maintenance
13649	Aitkin Rental Center				
		99.00			
		99.00		1 Transactions	
	195 Aitkin Tire Shop				
	03-303-000-0000-6590		TIRES	0-058185	Repair & Maintenance Supplies
	03-303-000-0000-6590		TIRES	0-058229	Repair & Maintenance Supplies
195	Aitkin Tire Shop				
		852.00			
		3,128.00			
		3,980.00		2 Transactions	
	10452 AT&T Mobility				
	03-303-000-0000-6254		PAUL'S IPAD SVC	287266104878X0	Utilities
10452	AT&T Mobility				
		33.59			
		33.59		1 Transactions	
	86467 Auto Value Aitkin				
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES	40122632	Shop Maintenance
	03-303-000-0000-6590		REPAIR PARTS	40122632	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS	40122710	Repair & Maintenance Supplies
	03-303-000-0000-6590		FILTERS	40123300	Repair & Maintenance Supplies
		65.94			
		200.00			
		13.98			
		81.86			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86467	Auto Value Aitkin		FILTERS	40123970	Repair & Maintenance Supplies
		245.37			
		207.15		5 Transactions	
8175	Centurylink		July / Aug Phone Charges		Utilities
	03-303-000-0000-6254	51.14			
	03-303-000-0000-6254	31.27	FAX: HWY OFFICE	JUL- AUG	Utilities
8175	Centurylink	82.41		2 Transactions	
7935	East Central Energy		JUN- JUL POWER - MCGRATH	34376157	Utilities
	03-303-000-0000-6254	146.59			
7935	East Central Energy	146.59		1 Transactions	
8622	Frontier		JACOBSON JUL- AUG	218- 752- 6591	Utilities
	03-303-000-0000-6254	66.31			
	03-303-000-0000-6254	66.31	MCGREGOR - JUL/AUG	218- 768- 4481	Utilities
	03-303-000-0000-6254	66.31	PALISADE - JUL/AUG	218- 845- 2607	Utilities
	03-303-000-0000-6254	83.31	MCGRATH - JUL AUG	320- 592- 3580	Utilities
8622	Frontier	282.24		4 Transactions	
14972	GILLUND ENTERPRISES		AITKIN SHOP SUPPLIES	847788	Shop Maintenance
	03-303-000-0000-6298	215.78			
14972	GILLUND ENTERPRISES	215.78		1 Transactions	
1880	Gravelle Plumbing & Heating, Inc		AITKIN SHOP	77803	Shop Maintenance
	03-303-000-0000-6298	3.80			
	03-303-000-0000-6298	717.00	MCGREGOR SHOP	77825	Shop Maintenance
1880	Gravelle Plumbing & Heating, Inc	720.80		2 Transactions	
7525	Hometown Bldg Supply		AITKIN SHOP	13426	Shop Maintenance
	03-303-000-0000-6298	135.00			
7525	Hometown Bldg Supply	135.00		1 Transactions	
91187	Lake Country Power		JUN- JUL CSAH 14	141979801	Utilities
	03-303-000-0000-6254	54.96			
	03-303-000-0000-6254	56.16	JUN- JUL CSAH 6	141979901	Utilities
91187	Lake Country Power	111.12		2 Transactions	
14038	Lube- Tech & Partners, LLC		AITKIN SHOP SUPPLIES	62796	Shop Maintenance
	03-303-000-0000-6298	83.70			

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3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
14038	Lube- Tech & Partners, LLC		83.70			
				1 Transactions		
2941	M R Sign Co Inc					
	03- 303- 000- 0000- 6516		323.21	ADOPT- A- HWY	200787	Signs & Posts
2941	M R Sign Co Inc		323.21			
				1 Transactions		
10824	Maney International Inc					
	03- 303- 000- 0000- 6590		202.12	FILTERS	787841	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		47.85	REPAIR PARTS	787841	Repair & Maintenance Supplies
10824	Maney International Inc		249.97			
				2 Transactions		
12927	Midwest Machinery Co.					
	03- 303- 000- 0000- 6590		165.90	REPAIR PARTS	1715278	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		96.56	REPAIR LABOR	1718644	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		1.45	REPAIR PARTS	1718644	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		478.48	REPAIR PARTS	1722376	Repair & Maintenance Supplies
12927	Midwest Machinery Co.		742.39			
				4 Transactions		
10720	Nuss Truck & Equipment					
	03- 303- 000- 0000- 6590		567.40	FILTERS	3110234P	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		52.92	REPAIR PARTS	6110364P	Repair & Maintenance Supplies
10720	Nuss Truck & Equipment		620.32			
				2 Transactions		
3760	Palisade Cooperative Oil Assoc					
	03- 303- 000- 0000- 6298		5.40	GASOLINE- SHOP SUPPLY	407039	Shop Maintenance
	03- 303- 000- 0000- 6513		40.88	GASOLINE	407224	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513		53.09	GASOLINE	408189	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513		57.20	GASOLINE	408391	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513		44.23	GASOLINE	408893	Motor Fuel & Lubricants
3760	Palisade Cooperative Oil Assoc		200.80			
				5 Transactions		
14861	Parman Energy Group					
	03- 303- 000- 0000- 6513		1,834.80	HYDRAULIC OIL	0709570- IN	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6590		136.90	REPAIR PARTS	0709570- IN	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6298		119.48	AITKIN SHOP SUPPLIES	B709570- IN	Shop Maintenance
14861	Parman Energy Group		2,091.18			
				3 Transactions		
3950	Public Utilities					
	03- 303- 000- 0000- 6254		35.91	HWY 210 W & CR 28	02- 00059455- 00	Utilities

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6254		AITKIN SHOP: WATER	02-00063335-00	Utilities
	03-303-000-0000-6254		HWY 210/169 E & CR 12	02-00063388-00	Utilities
	03-303-000-0000-6254		HWY 47 & CR 12	02-00064092-00	Utilities
3950	Public Utilities		4 Transactions		
13116	Rally Snares				
	03-303-000-0000-6521	1,755.00	DAM REMOVAL LABOR	JULY 2018	Maintenance Supplies
	03-303-000-0000-6521	795.65	BEAVER MILEAGE	JULY 2018	Maintenance Supplies
	03-303-000-0000-6521	2,300.00	BEAVER REMOVAL	JULY 2018	Maintenance Supplies
13116	Rally Snares	4,850.65	3 Transactions		
90805	Temco				
	03-303-000-0000-6590	600.00	REPAIR LABOR	22905	Repair & Maintenance Supplies
	03-303-000-0000-6590	53.90	REPAIR PARTS	22905	Repair & Maintenance Supplies
90805	Temco	653.90	2 Transactions		
12788	Timmer Implement of Aitkin				
	03-303-000-0000-6590	7.56	REPAIR PARTS	IA13310	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin	7.56	1 Transactions		
12125	Titan Machinery				
	03-303-000-0000-6590	168.54	REPAIR PARTS	11170745GP	Repair & Maintenance Supplies
12125	Titan Machinery	168.54	1 Transactions		
8605	Wayne's Sanitation Llc				
	03-303-000-0000-6254	52.51	GARBAGE: MCGRATH	282543	Utilities
8605	Wayne's Sanitation Llc	52.51	1 Transactions		
5295	Ziegler Inc				
	03-303-000-0000-6590	374.72	REPAIR PARTS	PC190078039	Repair & Maintenance Supplies
5295	Ziegler Inc	374.72	1 Transactions		
303	DEPT Total:	16,652.00	R&B Highway Maintenance	25 Vendors	53 Transactions
307	DEPT		R&B Capital Infrastructure		
86222	Aitkin Independent Age				
	03-307-000-0000-6230	118.13	AD FOR BID		Printing & Publishing
86222	Aitkin Independent Age	118.13	1 Transactions		

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
746	Bruggman/Darrell 03-307-000-0000-6362		LAND R- W	PARCEL NO 39	Right Of Way
746	Bruggman/Darrell	2,400.00		1 Transactions	
14964	NEWGARD/TERRY 03-307-000-0000-6362		LAND R- W	PARCEL NO 22	Right Of Way
14964	NEWGARD/TERRY	650.00		1 Transactions	
307	DEPT Total:	3,168.13	R&B Capital Infrastructure	3 Vendors	3 Transactions
3	Fund Total:	20,529.73	Road & Bridge		60 Transactions

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5 Health & Human Services

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
257	DEPT			Community Corrections		
8239	Ameripride Linen & Apparel Services					
	05- 257- 000- 0000- 6422		4.31	cleaning supplies	220666700	Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		4.31		1 Transactions	
2186	Hillyard Inc - Kansas City					
	05- 257- 000- 0000- 6422		44.25	cleaning / bathroom supp	603071205	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		44.25		1 Transactions	
89765	Minnesota Elevator, Inc					
	05- 257- 000- 0000- 6300		19.61	August Service	761916	Maintenance- Service Contracts
89765	Minnesota Elevator, Inc		19.61		1 Transactions	
3950	Public Utilities					
	05- 257- 000- 0000- 6254		327.08	HHS Mo Electric	0300000513033	Utilities
3950	Public Utilities		327.08		1 Transactions	
257	DEPT Total:		395.25	Community Corrections	4 Vendors	4 Transactions
390	DEPT			Environmental Health (FBL)		
8239	Ameripride Linen & Apparel Services					
	05- 390- 000- 0000- 6422		0.78	cleaning supplies	220666700	Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		0.78		1 Transactions	
2186	Hillyard Inc - Kansas City					
	05- 390- 000- 0000- 6422		8.05	cleaning / bathroom supp	603071205	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		8.05		1 Transactions	
89765	Minnesota Elevator, Inc					
	05- 390- 000- 0000- 6300		3.57	August Service	761916	Maintenance- Service Contracts
89765	Minnesota Elevator, Inc		3.57		1 Transactions	
3950	Public Utilities					
	05- 390- 000- 0000- 6254		59.47	HHS Mo Electric	0300000513033	Utilities
3950	Public Utilities		59.47		1 Transactions	
390	DEPT Total:		71.87	Environmental Health (FBL)	4 Vendors	4 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT		Public Health Department		
8239	Ameripride Linen & Apparel Services				
	05- 400- 440- 0410- 6422		cleaning supplies	220666700	Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services				
		5.49			
		5.49	1 Transactions		
12106	Antoine Electric				
	05- 400- 440- 0410- 6231		light fixture retro fit - oss	16626	Services/Labor/Contracts
	05- 400- 440- 0410- 6231		bathroom exhaust fan repair	16631	Services/Labor/Contracts
12106	Antoine Electric				
		20.87			
		26.31	2 Transactions		
		47.18			
248	Association of Mn Counties				
	05- 400- 440- 0410- 6241		MACA tech training (CG)	50161	Meeting/Conference Registration Fee
248	Association of Mn Counties				
		12.00			
		12.00	1 Transactions		
10452	AT&T Mobility				
	05- 400- 410- 0413- 6250		WIC CELL PHONE	287263655289	Telephone
		58.00	06/18/2018 07/17/2018		
	05- 400- 430- 0408- 6250		PH HV/FP CELL PHONE (nl)	287263655289	Telephone
		58.00	06/18/2018 07/17/2018		
	05- 400- 440- 0410- 6250		PH ADMIN CELL PHONE	287263655289	Telephone
		58.00	06/18/2018 07/17/2018		
	05- 400- 440- 0410- 6250		ACCT CELL PHONE	287263655289	Telephone
		9.79	06/18/2018 07/17/2018		
	05- 400- 440- 0410- 6250		OSS CELL PHONE	287263655289	Telephone
		7.71	06/18/2018 07/17/2018		
10452	AT&T Mobility				
		191.50	5 Transactions		
8175	Centurylink				
	05- 400- 440- 0410- 6250		July / Aug Phone Charges		Telephone
	05- 400- 440- 0410- 6250		July / Aug Phone Charges		Telephone
	05- 400- 440- 0410- 6250		July / Aug Phone Charges		Telephone
8175	Centurylink				
		0.82			
		19.23			
		58.81	3 Transactions		
		78.86			
10185	Centurylink Communications Inc				
	05- 400- 440- 0410- 6250		July / Aug toll free phone		Telephone
10185	Centurylink Communications Inc				
		7.29			
		7.29	1 Transactions		
2186	Hillyard Inc - Kansas City				
	05- 400- 440- 0410- 6422		cleaning / bathroom supp	603071205	Janitorial Services/Supplies
		56.32			

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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
2186 Hillyard Inc - Kansas City		56.32	1 Transactions	
89080 Meds- 1 Ambulance Service Inc				
05- 400- 401- 0000- 6813		1,180.00	Transports	Meds- 1 Hill City Ambulance
			01/01/2018 06/30/2018	
05- 400- 401- 0000- 6813		330.00	No Loads	Meds- 1 Hill City Ambulance
			01/01/2018 06/30/2018	
89080 Meds- 1 Ambulance Service Inc		1,510.00	2 Transactions	
9275 Merck & Co Inc				
05- 400- 400- 0402- 6401		694.78	MMR	Vaccine Cost
9275 Merck & Co Inc		694.78	1 Transactions	
7011906480				
89765 Minnesota Elevator, Inc				
05- 400- 440- 0410- 6300		24.95	August Service	Maintenance/Service Contracts
89765 Minnesota Elevator, Inc		24.95	1 Transactions	
761916				
90318 Moore Medical Corp- LLC				
05- 400- 400- 0402- 6401		130.66	TB Vaccine	Vaccine Cost
05- 400- 400- 0402- 6430		56.70	DP & C Med Supplies	DP & C - Medical Supplies
90318 Moore Medical Corp- LLC		73.96	2 Transactions	
3950 Public Utilities				
05- 400- 440- 0410- 6254		416.27	HHS Mo Electric	Utilities- Gas and Electric
3950 Public Utilities		416.27	1 Transactions	
0300000513033				
86235 The Office Shop Inc				
05- 400- 440- 0410- 6405		14.87	OSS- Fax toner	Office Supplies
05- 400- 440- 0410- 6405		5.34	Agency- Tape	Office Supplies
05- 400- 410- 0413- 6405		11.57	WIC - Labels	Office Supplies
05- 400- 440- 0410- 6405		1.63	AGENCY- Highlighters	Office Supplies
86235 The Office Shop Inc		33.41	4 Transactions	
1048018- 0				
1048384- 0				
1048795- 1				
1049387- 0				
400 DEPT Total:		3,152.01	Public Health Department	13 Vendors 25 Transactions
420 DEPT			Income Maintenance	
8239 Ameripride Linen & Apparel Services				
05- 420- 600- 4800- 6422		11.37	cleaning supplies	Janitorial Services/Supplies
220666700				

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5 Health & Human Services

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
8239 Ameripride Linen & Apparel Services		11.37			
			1 Transactions		
12106 Antoine Electric					
05- 420- 630- 4800- 6801		433.00	redesign - projector installat	16625	Bonus Bucks Expenditures
05- 420- 600- 4800- 6231		43.07	light fixture retro fit - oss	16626	Services/Labor/Contracts
05- 420- 600- 4800- 6231		54.26	bathroom exhaust fan repair	16631	Services/Labor/Contracts
12106 Antoine Electric		530.33			
			3 Transactions		
248 Association of Mn Counties					
05- 420- 600- 4800- 6241		24.75	MACA tech training (CG)	50161	Meeting/Conference Registration Fee
248 Association of Mn Counties		24.75			
			1 Transactions		
10452 AT&T Mobility					
05- 420- 600- 4800- 6250		20.19	ACCT CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
05- 420- 600- 4800- 6250		48.19	IM CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
05- 420- 600- 4800- 6250		15.90	OSS CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
05- 420- 640- 4800- 6250		34.84	CS CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
10452 AT&T Mobility		119.12			
			4 Transactions		
8175 Centurylink					
05- 420- 600- 4800- 6250		1.68	July / Aug Phone Charges		Telephone
05- 420- 600- 4800- 6250		39.66	July / Aug Phone Charges		Telephone
05- 420- 600- 4800- 6250		242.92	July / Aug Phone Charges		Telephone
05- 420- 640- 4800- 6250		158.54	July / Aug Phone Charges		Telephone
8175 Centurylink		442.80			
			4 Transactions		
10185 Centurylink Communications Inc					
05- 420- 600- 4800- 6250		15.03	July / Aug toll free phone		Telephone
10185 Centurylink Communications Inc		15.03			
			1 Transactions		
11051 Department of Human Services					
05- 420- 620- 4100- 6011		191.00	maxis grh recoveries		County Share - Ga
05- 420- 610- 4100- 6011		290.25	maxis mfip recov tanf	a300mx01183i	County Share- Afdc/Mfip
05- 420- 630- 4100- 6011		35.55-	maxis mfip fs recoveries	a300mx01183i	County Share- Food Support
05- 420- 630- 4100- 6011		118.40	maxis mfip fs recoveries	a300mx01183i	County Share- Food Support

Aitkin County

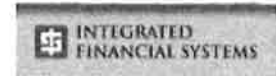


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formular Description
No.	Account/Formular	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
11051	Department of Human Services		564.10			4 Transactions
2186	Hillyard Inc - Kansas City 05-420-600-4800-6422		116.66	cleaning / bathroom supp	603071205	Janitorial Services/Supplies
2186	Hillyard Inc - Kansas City		116.66			1 Transactions
89765	Minnesota Elevator, Inc 05-420-600-4800-6300		51.70	August Service	761916	Maintenance/Service Contracts
89765	Minnesota Elevator, Inc		51.70			1 Transactions
11132	Mn Dept Of Health 05-420-640-4800-6379		40.00	IVD Patrnty Ajud	1704346	Other Iv- D Charges
11132	Mn Dept Of Health		40.00			1 Transactions
3950	Public Utilities 05-420-600-4800-6254		862.29	HHS Mo Electric	0300000513033	Utilities- Gas and Electric
3950	Public Utilities		862.29			1 Transactions
86235	The Office Shop Inc 05-420-600-4800-6405		30.65	OSS- Fax toner	1048018-0	Office Supplies
	05-420-600-4800-6405		11.01	Agency- Tape	1048384-0	Office Supplies
	05-420-600-4800-6405		3.35	AGENCY- Highlighters	1049387-0	Office Supplies
86235	The Office Shop Inc		45.01			3 Transactions
420	DEPT Total:		2,823.16	Income Maintenance	12 Vendors	25 Transactions
430	DEPT			Social Services		
8239	Ameripride Linen & Apparel Services 05-430-700-4800-6422		17.25	cleaning supplies	220666700	Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		17.25			1 Transactions
12106	Antoine Electric 05-430-700-4800-6231		66.56	light fixture retro fit - oss	16626	Services/Labor/Contracts
	05-430-700-4800-6231		83.85	bathroom exhaust fan repair	16631	Services/Labor/Contracts
12106	Antoine Electric		150.41			2 Transactions
248	Association of Mn Counties 05-430-700-4800-6241		38.25	MACA tech training (CG)	50161	Meeting/Conference Registration Fee

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
248 Association of Mn Counties		38.25			1 Transactions
10452 AT&T Mobility					
05- 430- 700- 4800- 6250		927.23	ss cell phones	287263655289	Telephone
			06/18/2018 07/17/2018		
05- 430- 700- 4800- 6250		31.20	ACCT CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
05- 430- 700- 4800- 6250		24.58	OSS CELL PHONE	287263655289	Telephone
			06/18/2018 07/17/2018		
10452 AT&T Mobility		983.01			3 Transactions
8175 Centurylink					
05- 430- 700- 4800- 6250		2.60	July / Aug Phone Charges		Telephone
05- 430- 700- 4800- 6250		61.29	July / Aug Phone Charges		Telephone
05- 430- 700- 4800- 6250		370.78	July / Aug Phone Charges		Telephone
8175 Centurylink		434.67			3 Transactions
10185 Centurylink Communications Inc					
05- 430- 700- 4800- 6250		23.24	July / Aug toll free phone		Telephone
10185 Centurylink Communications Inc		23.24			1 Transactions
2186 Hillyard Inc - Kansas City					
05- 430- 700- 4800- 6422		177.01	cleaning / bathroom supp	603071205	Janitorial Services/Supplies
2186 Hillyard Inc - Kansas City		177.01			1 Transactions
89765 Minnesota Elevator, Inc					
05- 430- 700- 4800- 6300		78.44	August Service	761916	Maintenance/Service Contracts
89765 Minnesota Elevator, Inc		78.44			1 Transactions
3950 Public Utilities					
05- 430- 700- 4800- 6254		1,308.30	HHS Mo Electric	0300000513033	Utilities- Gas and Electric
3950 Public Utilities		1,308.30			1 Transactions
86235 The Office Shop Inc					
05- 430- 700- 4800- 6405		47.37	OSS- Fax toner	1048018- 0	Office Supplies
05- 430- 700- 4800- 6405		17.02	Agency- Tape	1048384- 0	Office Supplies
05- 430- 700- 4800- 6405		10.99	SS- Paper	1048795- 0	Office Supplies
05- 430- 700- 4800- 6405		22.69	SS- HSBS Envelope	1049387- 0	Office Supplies
05- 430- 700- 4800- 6405		5.18	AGENCY- Highlighters	1049387- 0	Office Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
5 Health & Human Services

<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>
86235 The Office Shop Inc		103.25			
			5 Transactions		
430 DEPT Total:		3,313.83	Social Services	10 Vendors	19 Transactions
5 Fund Total:		9,756.12	Health & Human Services		77 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
5791	Sappi				
	10- 900- 000- 0000- 2300		Bond refund Rec 3294	13552	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,414.00	Bond refund Rec 3293	13620	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,471.40	Bond refund Rec 2428	13639	Timber Permit Bonds
	10- 900- 000- 0000- 2300	408.83	Bond refund Rec 2022	13763	Timber Permit Bonds
	10- 900- 000- 0000- 2300	198.90			
5791	Sappi	3,493.13			
			4 Transactions		
900	DEPT Total:	3,493.13	Timber Permit Bonds	1 Vendors	4 Transactions
921	DEPT		Co. Development		
8175	Centurylink				
	10- 921- 000- 0000- 6250	2.56	July / Aug Phone Charges		Telephone
	10- 921- 000- 0000- 6250	7.67	July / Aug Phone Charges		Telephone
8175	Centurylink	10.23			
			2 Transactions		
9373	ESRI				
	10- 921- 000- 0000- 6231	3,166.67	ESRI GIS Software	93305379	Services, Labor, Contracts
9373	ESRI	3,166.67			
			1 Transactions		
13602	Hughley/Josh				
	10- 921- 000- 0000- 6231	290.00	9 BEAVER		Services, Labor, Contracts
13602	Hughley/Josh	290.00			
			1 Transactions		
921	DEPT Total:	3,466.90	Co. Development	3 Vendors	4 Transactions
923	DEPT		Forfeited Tax Sales		
657	Aitkin Glass Service				
	10- 923- 000- 0000- 6590	54.45	new screen 44x15	15778	Repair & Maintenance Supplies
657	Aitkin Glass Service	54.45			
			1 Transactions		
10452	AT&T Mobility				
	10- 923- 000- 0000- 6254	130.77	CELL PHONE CHARGES	287257204209	Utilities
			06/18/2018 07/17/2018		
10452	AT&T Mobility	130.77			
			1 Transactions		
86467	Auto Value Aitkin				
	10- 923- 000- 0000- 6590	206.87	BATTERY / WIPERS	4000325	Repair & Maintenance Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No. Account/Formular</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
86467 Auto Value Aitkin		206.87		1 Transactions
8175 Centurylink				
10- 923- 000- 0000- 6250		15.34		July / Aug Phone Charges Telephone
8175 Centurylink		15.34		1 Transactions
11411 Charter Communications				
10- 923- 000- 0000- 6254		177.60		charter internet Utilities
11411 Charter Communications		177.60		1 Transactions
10855 Culligan				
10- 923- 000- 0000- 6254		174.63		water cooler Utilities
10855 Culligan		174.63		1 Transactions
7525 Hometown Bldg Supply				
10- 923- 000- 0000- 6590		59.96		sn entry kingston 13411 Repair & Maintenance Supplies
7525 Hometown Bldg Supply		59.96		1 Transactions
5791 Sappi				
10- 923- 000- 0000- 6820		105.79		Overappraised refund 13763 Refunds & Reimbursements
5791 Sappi		105.79		1 Transactions
90805 Temco				
10- 923- 000- 0000- 6590		1,132.10		Repair Soil Reclaimer 22800 Repair & Maintenance Supplies
90805 Temco		1,132.10		1 Transactions
86235 The Office Shop Inc				
10- 923- 000- 0000- 6405		4.25		14 mo planner 299782- 0 Office Supplies
86235 The Office Shop Inc		4.25		1 Transactions
12788 Timmer Implement of Aitkin				
10- 923- 000- 0000- 6590		305.00		NewHolland Mower parts IA13308 Repair & Maintenance Supplies
12788 Timmer Implement of Aitkin		305.00		1 Transactions
9000 Wayrynen Insurance Agency				
10- 923- 000- 0000- 6820		180.98		Overappraised refund 13969 Refunds & Reimbursements
9000 Wayrynen Insurance Agency		180.98		1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
10 Trust

<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>
923	DEPT Total:		2,547.74	Forfeited Tax Sales	12 Vendors 12 Transactions
10	Fund Total:		9,507.77	Trust	20 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
11 Forest Development

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>Paid On Bhf #</u> <u>On Behalf of Name</u>
924 DEPT			Forest Resource	
10452 AT&T Mobility				
11- 924- 000- 0000- 6250		69.74	CELL PHONE CHARGES	287257204209 Telephone
			06/18/2018 07/17/2018	
10452 AT&T Mobility		69.74	1 Transactions	
10891 Roth Construction				
11- 924- 000- 0000- 6361		196.00	Jones Road work	Road Construction Service
10891 Roth Construction		196.00	1 Transactions	
924 DEPT Total:		265.74	Forest Resource	2 Vendors 2 Transactions
925 DEPT			Reforestation	
14108 Viking Auto Repair				
11- 925- 000- 0000- 6361		450.00	Repair Burman road	Road Construction Service
14108 Viking Auto Repair		450.00	1 Transactions	
925 DEPT Total:		450.00	Reforestation	1 Vendors 1 Transactions
11 Fund Total:		715.74	Forest Development	3 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
521 DEPT		LLCC Administration		
783 Canon Financial Services, Inc 19- 521- 000- 0000- 6231		contract charges	18825463	Services, Labor, Contracts
783 Canon Financial Services, Inc	106.01			
	106.01	1 Transactions		
8622 Frontier 19- 521- 000- 0000- 6250	524.06	service / longdistance	2187687653	Telephone
8622 Frontier	524.06			
		1 Transactions		
9463 NMN,Inc 19- 521- 000- 0000- 6400	108.00	Cards for commissary	10059517	Commissary Items
9463 NMN,Inc	108.00			
		1 Transactions		
521 DEPT Total:	738.07	LLCC Administration	3 Vendors	3 Transactions
522 DEPT		LLCC Education		
86336 Arrowhead Transit- Virginia 19- 522- 000- 0000- 6416	250.01	fork horn camp trans	ARS207106	Education Supplies
86336 Arrowhead Transit- Virginia	250.01			
		1 Transactions		
13475 Carlson/Wendie 19- 522- 000- 0000- 6405	102.71	camp photos		Office & Computer Supplies
13475 Carlson/Wendie	102.71			
		1 Transactions		
522 DEPT Total:	352.72	LLCC Education	2 Vendors	2 Transactions
523 DEPT		LLCC Food		
4968 Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418	40.14	Credit - groceries	301158- 0A	Groceries- Students
19- 523- 000- 0000- 6418	455.22	Groceries	307861- 00	Groceries- Students
4968 Upper Lakes Foods, Inc	415.08			
		2 Transactions		
523 DEPT Total:	415.08	LLCC Food	1 Vendors	2 Transactions
524 DEPT		LLCC Maintenance		
88628 Dalco 19- 524- 000- 0000- 6422	92.12	disinfectant	3339997	Janitorial Services/Supplies
19- 524- 000- 0000- 6422	50.10	can liners	3340005	Janitorial Services/Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
88628	Dalco		water softner	3340010	Janitorial Services/Supplies
			3 Transactions		
12709	K & N Electric LLC				
	19- 524- 000- 0000- 6422				
		163.99			
		306.21			
12709	K & N Electric LLC		fixed kitchen lights	2174	Repair & Maintenance Supplies
	19- 524- 000- 0000- 6590				
		414.93			
		414.93			
			1 Transactions		
524	DEPT Total:		LLCC Maintenance	2 Vendors	4 Transactions
		721.14			
19	Fund Total:		Long Lake Conservation Center		11 Transactions
		2,227.01			

JKK1
8/3/18
21 Parks

2:55PM

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
520	DEPT		Parks		
13649	Aitkin Rental Center 21-520-000-0000-6361		#2 mini ex rental	10349	Road Construction Service
13649	Aitkin Rental Center	545.00		1 Transactions	
10452	AT&T Mobility 21-520-000-0000-6250	43.59	CELL PHONE CHARGES 06/18/2018 07/17/2018	287257204209	Telephone
10452	AT&T Mobility	43.59		1 Transactions	
10083	Cedarbrook Lumber Comp 21-520-000-0000-6406	104.45	screws / hammer / quikrete	acct 0344	Field Supplies
10083	Cedarbrook Lumber Comp	104.45		1 Transactions	
1829	Goble's Sewer Service Inc. 21-520-000-0000-6231	250.00	berglund park / aitkin camp	9440 / 9439	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.	250.00		1 Transactions	
3024	Kingsley/Russell Lee 21-520-000-0000-6802	1,687.50	12.5 hrs of dozer work atv		Trail Grants- State
3024	Kingsley/Russell Lee	1,687.50		1 Transactions	
3950	Public Utilities 21-520-000-0000-6254	279.16	Land Dept	0200000348003	Utilities
	21-520-000-0000-6254	251.71	Miss Access	0200063077005	Utilities
	21-520-000-0000-6254	94.87	Parks Shower MS Access	0200063077050	Utilities
3950	Public Utilities	625.74		3 Transactions	
8783	Road Machinery & Supplies 21-520-000-0000-6802	5,140.00	Rental Rubber Tracked Carri	R05090	Trail Grants- State
8783	Road Machinery & Supplies	5,140.00		1 Transactions	
10891	Roth Construction 21-520-000-0000-6361	4,802.00	Work on 38-6		Road Construction Service
	21-520-000-0000-6361	3,189.00	Work on Soo Line		Road Construction Service
	21-520-000-0000-6361	3,860.00	Work on South Soo Line		Road Construction Service
10891	Roth Construction	11,851.00		3 Transactions	
14585	Ruyak Enterprises, Inc				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
8/3/18 2:55PM
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
14585	Ruyak Enterprises, Inc		Repair washout on Soo Line	4889	Trail Grants- State
			1 Transactions		
520	DEPT Total:		23,497.28 Parks	9 Vendors	13 Transactions
21	Fund Total:		23,497.28 Parks		13 Transactions
	Final Total:		445,788.57 259 Vendors	395 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	379,554.92	General Fund
	3	20,529.73	Road & Bridge
	5	9,756.12	Health & Human Services
	10	9,507.77	Trust
	11	715.74	Forest Development
	19	2,227.01	Long Lake Conservation Center
	21	23,497.28	Parks
	All Funds	445,788.57	Total

Approved by,

.....

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Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: County VSO Operational Enhancement Grant Program

<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>*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: Penny Harms		Department: Veteran Services Office
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Aitkin County Veteran Services is eligible to receive a CVSO Operational Enhancement Grant for FY19 in the amount of \$10,000 from the MN Department of Veterans Affairs. The purpose of this grant is to enhance the operations of the Aitkin County Veterans Service Office. The grant can be used for outreach, marketing, enhancement of services to veterans, transportation and office equipment.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adapt attached resolution: County VSO Operational Enhancement Grant Program		
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 type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED August 14, 2018

By Commissioner: xx

20180814-0xx

County VSO Operational Enhancement Grant Program

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

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

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 14th day of August 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of August 2018

Jessica Seibert
County Administrator



STATE OF MINNESOTA
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

COUNTY VETERANS SERVICE OFFICE OPERATIONAL ENHANCEMENT GRANT PROGRAM
GRANT AGREEMENT

This grant agreement is between the State of Minnesota, acting through its Commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and **AITKIN COUNTY**, 217 2nd St. NW, Room 130, Aitkin, MN 56431, ("Grantee").

Recitals

1. Under Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2, the State is empowered to enter into this grant.
2. The State is in need of enhancing the operation of the County Veterans Service Offices (CVSO). This grant must be used to enhance the operations of the Grantee's CVSO under Minnesota Statutes §197.608, Subdivision 4(a), and should not be used to supplant or replace other funding.
3. The Minnesota Legislature has funded grants to the counties through MDVA for many years. The established practice has been to provide advanced payments of the full grant amount to the Grantee. This has been done to ensure that the counties have sufficient funds available to conduct programming and complete the tasks required by the grant. The counties often have limited cash reserves and do not have the financial capabilities to make grant expenditures first and wait for reimbursements from the State. Therefore, based on their past performance, MDVA is confident that the Grantee will be able to account for the grant funds and abide by the terms of the grant agreement.
4. 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 Statutes §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:** **July 1, 2018** or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per, Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant agreement is fully executed. The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work except as permitted by Minnesota Statutes §16B.98, Subdivision 11.
- 1.2 **Expiration date:** **June 30, 2019**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms:** The following clauses survive the expiration or cancellation of this grant 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:

- 2.1 Comply with required grants management policies and procedures set forth through Minn. Stat. §16B.97, Subd. 4 (a) (1).
- 2.2 Conduct this grant only as authorized under Minnesota Statute 197.608, Subd.5. This grant must not be used to supplant any existing funding, or to duplicate any programs or services available to Veterans from other agencies or organizations.
- 2.3 Conduct the CVSO Operational Enhancement Grant Program ("Program") by purchasing one, or more, of the allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A, which is attached and incorporated into this grant agreement. If the Grantee wishes to purchase a good or service not listed on the approved items list of the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A, they must submit an email request to the State Authorized Representative listing the item, the estimated cost, and how the item will benefit county veterans. The item may only be purchased with grant funds upon receipt of written approval from State Authorized Representative.
- 2.4 Comply with the requirements as specified in the MDVA Grants Manual (Rev. 4), Attachment B, which is incorporated into this grant agreement by reference and available on the MDVA Website – Grants Page: <http://mn.gov/mdva/resources/federalresources/grants/>). In the event that any provision of the MDVA Grants Manual (Rev. 4), Attachment B, is not consistent with any language of the grant agreement, then the terms of this grant agreement supersede the inconsistent provision.
- 2.5 Upon executing the grant agreement, the Grantee must submit to the State for approval:
 - 2.5.1 A Conflict of Interest Disclosure Form (page 1 only) for Grantee staff members with fiscal and/or programmatic responsibilities for administering the grant as required in the MDVA Grants Manual (Rev. 4), Attachment B;
 - 2.5.2 The current annual County Budget for the CVSO Program, a sample of which is attached and incorporated into this grant agreement as Attachment C; and
 - 2.5.3 A County Board Resolution with a raised County seal, a sample of which is attached and incorporated into this grant agreement as Attachment D.
- 2.6 If at any time during administering the grant, a personal or professional conflict of interest situation becomes apparent, the Grantee shall disclose that conflict immediately to the State Authorized Representative in writing as provided for in the MDVA Grants Manual (Rev. 4), Attachment B, to determine if corrective action is necessary.
- 2.7 Upon the conclusion of this Project, the Grantee must submit to the State Authorized Representative the CVSO Budget Expenditure Spreadsheet, Attachment E, in Excel format, a sample of which is attached and incorporated into this grant agreement, consistent with the requirements specified in the MDVA Grants Manual (Rev. 4), Attachment B, in sufficient detail and to the satisfaction of the State, in order to account for all grant funds expended.
- 2.8 In the event that any provision of the Grantee's charter or mission, incorporated into this grant agreement by reference, is not consistent with any portion of the grant agreement, then the terms of this grant agreement supersede the inconsistent provision.
- 2.9 Allow the State, at any time, to conduct periodic site visits and inspections to ensure work progress as specified in the MDVA Grant Manual (Rev. 4), Attachment B, including a final inspection upon grant completion.

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.** Consideration for all services performed by Grantee pursuant to this grant agreement shall be paid by the State as follows:

4.1.1 **Compensation.** The Grantee will be paid an Advanced Payment lump sum of **\$10,000.00** and must utilize funds for allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A.

4.1.2 **Travel Expenses.** Travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement is an allowable expense. The total travel budget may comprise all or a portion of the Total Obligation. The Grantee will report all travel-related expense on the Travel Log (as provided in the MDVA Grant Manual (Rev. 4), Attachment B) in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). Travel and subsistence expenses incurred outside Minnesota is allowed, when necessary for the accomplishment of routine tasks (e.g. transporting Veterans to medical appointments, attending conferences etc.) related to the CVSO work.

4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed **\$10,000.00, (Ten Thousand Dollars and No Cents).**

4.2 Payment

4.2.1 **Invoices.** The State will promptly pay the Grantee an Advance Payment lump sum payment upon execution of this grant agreement.

4.2.2 **Eligible Costs.** In order to be eligible for grant funds, costs must be reasonable, necessary, and allocated to the grant, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2 and this grant agreement.

4.2.3 **Unexpended Funds.** If the work specified in the Grantee's Duties is not completed, or is completed without expending the budgeted total of MDVA grant funds, the Grantee shall apply MDVA grant funds towards the total cost properly expended on the Tasks specified in the Grantee's duties, and shall promptly return to the MDVA any funds greater than \$25.00 not so expended. All advance payments on the grant must be reconciled within 12 months of issuance or within 60 days of the end of the grant period, whichever comes first.

4.3 Contracting and Bidding Requirements.

4.3.1 Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

4.3.2 Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.

- 4.3.3 Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
- 4.3.4 The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
 - Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)
- 4.3.5 The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
- 4.3.6 The grantee must maintain support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- 4.3.7 Notwithstanding 4.3.1 – 4.3.4., the State may waive bidding process requirements when:
- 4.3.7.1 Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; and
- 4.3.7.2 It is determined there is only one legitimate or practical source for such materials or services and that grantee has established a fair and reasonable price.
- 4.3.8 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.
- 4.3.9 The grantee must not contract with vendors who are suspended or debarred in MN: <http://www.mmd.admin.state.mn.us/debarredreport.asp>
- 4.3.10 The Grantee will record all contract and bidding quotes according to the bidding threshold specified above on the Contract and Bidding Log Sheet, as provided in the MDVA Grants Manual (Rev. 4), Attachment B, and submit this record with the Final Report (as applicable).

5. Conditions of Payment

All services provided by the Grantee under this grant 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. The Grantee will not receive payment, or will return payment already received, for work found by the State to be **unsatisfactory** or performed in violation of federal, state, or local law. The Grantee will be bound by the MDVA Grant Manual, (Rev. 4), Attachment B, as provided by the State.

6. Authorized Representative

The State's Authorized Representative is **Liz Kelly**, Grants Specialist, Minnesota Department of Veterans Affairs, Veterans Service Building, 20 West 12th Street, St. Paul, Minnesota 55155, 651-201-8225, liz.kelly@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.

7. The Grantee's Authorized Representative is **Penny Harms**, CVSO, Aitkin County, 217 2nd St. NW, Room 130, Aitkin, MN 56431, (218) 927-7320, penny.harms@co.aitkin.mn.us or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

8. Assignment, Amendments, Waiver, and Grant Agreement Complete

8.1 **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.

8.2 **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.

8.3 **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.

8.4 **Grant Agreement Complete.** This grant agreement 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.

9. 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.

10. State Audits

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

11. Government Data Practices and Intellectual Property

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

11.2 Intellectual Property Rights

11.2.1 Intellectual Property Rights. The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents *created and paid for under this grant agreement*. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the works and the documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

11.2.2 Obligations

11.2.2.1 Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

11.2.2.2 Representation. The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual

property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

12. Workers' Compensation

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

13. Publicity and Endorsement

13.1 *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. All projects primarily funded by state grant appropriation must publicly credit the Minnesota Department of Veterans Affairs, and list MDVA as a Sponsor on the Grantee's website when practicable.

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

14. Governing Law, Jurisdiction, and Venue

14.1 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.

15. Termination

15.1 *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.

- 15.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, 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. If the Grantee does not commence the grant project within six (6) months of the effective date of this grant agreement, as evidenced by the incurrence of documented expenses for eligible grant costs, then this grant agreement shall be reviewed by MDVA, and may be terminated and the funds returned to MDVA to be reallocated.
- 15.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant agreement if:
- 15.3.1 It does not obtain funding from the Minnesota Legislature;
 - 15.3.2 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 grant agreement 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.

16. Data Disclosure

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

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16C.05 Subd. 2 (a) (3).

Signed: 

Date: 7/18/18

SWIFT Contract/PO No(s). PO 3-34744 /

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE - AITKIN COUNTY

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

By: _____

Title: _____

Date: _____

By: 

Title: CVSO

Date: 8-1-18

Distribution:

Agency

Grantee

State's Authorized Representative

ATTACHMENT A

CVSO Operational Enhancement Grant Items Approved/Disapproved - FY2019

Minnesota Statute § 197.608, as amended, provides that this grant may be utilized for the following general purposes.

- To provide outreach to the county's veterans.
- To assist in the reintegration of combat veterans into society.
- To collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.
- To reduce homelessness among veterans.
- To enhance the operations of the county veterans service office.

Only the items approved on this form are authorized for purchase using grant funds. The MDVA will seek recovery from your county for any items not on this list that have been purchased with grant funds.

Expenses must be incurred (e.g. invoice date/service period) before the end of the grant period (June 30, 2019)

EQUIPMENT & SUPPLIES

Monitors and Dual monitor video cards	Teleconferencing equipment
Laptops/Tablet PC's/I-Pad (including accessories)	Paper shredders or shredding contracts
Personal computers - Desktop	TV /DVD combinations
Printers/Scanners	Mobile broadband data access device/Hotspot
Phone & Internet Service/Cellular Phones/Smart Phones/Headsets – Phone ONLY	Fax machines and installation of initial phone line
Photo copiers (or 12 month lease) (Including user maintenance agreements.)	Cell Phone Repeater (and installation)
Digital Video Recorders, Cameras , Projectors – LCD/DLP	Office Supplies related to administering the CVSO grant (e.g. copy paper, toner cartridges, ink cartridges, label printers and supplies etc.).

Office Furniture that *is necessary* and is directly related to computerization and organization efforts (required furniture for newly purchased equipment such as computer desk, printer stand, scanner table, etc. or other items to increase organization like filing cabinets, etc.).

Office Furniture that *is necessary* and is directly related to *new/increased staffing (desk, chair, cubicles, etc.).

Note: Locking filing cabinets, sit/stand desk accessories and new furniture to accommodate Veterans' visits in VSO office OK anytime.

COMPUTER SOFTWARE, TRAINING & REFERENCE MATERIALS

Extended Warranties/extended maintenance contracts – on equipment and related software <u>purchased during current grant cycle only</u> . (1 year max)	Veterans Information/Case Management Systems and Software (Including user maintenance agreements.)
	Reference materials (Medical dictionaries, VA rules and regulations manuals, etc.).

CVSO Trainings/Webinars

- * **NACVSO Accreditation/CEU/CVA Training** – Must provide a "Certificate of Completion" after training. (Transportation, Lodging and Registration)
- * **Training at local colleges** – Includes all staff in CVSO Office and must relate to the position of CVSO/ACVSO. (Must be pre-approved)
- **Admin Staff Training** MACVSO Assistant and Secretaries Conference
* Allowed for CVSOs and ACVSOs who are qualified under MS 197.601.

MARKETING

Marketing Expenses (Display boards, radio airtime, TV airtime and newspaper ads, billboards, CVSO shirts & jackets (every ad must reference the LinkVet))

Note: Proof of LinkVet is required for every expenditure at grant closeout.

Publicity Items (*Magnets, Brochures, holiday cards, Challenge Coins – must include reference to LinkVet*) up to a maximum of **15% of the annual CVSO grant amount.** (e.g. Total Grant Amount \$7,500 = \$1,125 publicity items.)

Note: Proof of LinkVet is required for every expenditure at grant closeout.

MISCELLANEOUS

Salary Expenses for new, increased CVSO staff that provide direct services to Veterans.

Note – Salaries may also be applied to CVSO grant in subsequent years.

VETERANS SERVICES

Veteran Homelessness

- **Expenses related to the goal of reducing Veteran homelessness** (*Must be MDVA pre-approved*).
- **Supplies for Homeless Vets** (e.g. backpacks, blankets etc.)

Transportation expenses related to the transport of Veterans needing to access their benefits (Including van/vehicle purchases/lease for this primary purpose, maintenance, fuel, etc.)

Medical Expenses

- To pay for 2nd opinions on previously denied VA disability claims.
- Assisted listening devices

“Outreach” Expenses such as benefits fairs, town halls and seminars are allowed however the primary purpose of the event must be to provide information about Veterans benefits. (*Refreshments & food over \$500.00 must be pre-approved*)

Returning Service Member Reintegration

- Including travel expenses to official reintegration events
- **Veteran Trainings/Webinars**

Veteran Medallions

- **Veteran Medallion Samples (VA Marker)** (three sizes) to display in the office
- **Veteran Cemetery Markers/Flag Holders** (Replacement of damaged/stolen MDVA supplied)
- **Veteran Cemetery Markers/Flag Holders** (New for Veterans not eligible for MDVA supplied)

Gift Cards (gas, food, bus, hotel etc.) All Gift Card purchases applied to a grant in a given year must be logged on the Gift Certificate Log and be distributed to Veterans within the same grant period.

CVSO Staff Meals related to official travel for required training are allowable as specified in Chapter 15 – Expense Reimbursement per the State of Minnesota “Commissioner’s Plan” located at www.mn.gov/mmb Website.

Expenses related to the collaboration with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.

Note: A detailed Account Activity Statement including 1) Veteran Name, 2) Total Dollars, 3) Payee info and 4) Description is required for the Final Closeout Report.

***NOTE: The maximum purchase price for certain items does NOT include tax or shipping charges.**

Items Not Approved:

- Direct cash assistance payments to Veterans, their survivors or dependents.
- Donations & Sponsorships (including donations to Veteran Service Organization events)
- Payments made to a third party on behalf of a veteran, their survivors or their dependents, such as mortgage, rent, auto loans, insurance, credit cards, etc. with prior State approval.

Attachment B

MDVA Grant Manual Rev. 4 (available on the MDVA Website - Grants Page:
<https://mn.gov/mdva/resources/federalresources/grants/>)

Attachment D

County Board Resolution EXAMPLE

RESOLUTION OF ABC County

BE IT RESOLVED by ABC County that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the ABC County that John Smith the County Veteran Service Officer be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a monthly meeting of the County Board Chair this second day of August, 2018.

Board Chair Signature
Authorized Signature and Title

August 2, 2018
Date

STATE OF MINNESOTA

ABC County

I, Clerk Name, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the County Board of said ABC County, that I have compared the above resolution with the original passed and adopted by the County Board of said ABC County at a monthly meeting thereof held on the first Thursday of August, 2018 at 7:30 pm that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this first Thursday of August, 2018, and have hereunto affixed the seal of the County.

Clerk Signature Authorized Signature and Title

Raised County Seal

Attachment E

Final Report & Budget Expenditure Spreadsheet

CVSO Grant Expenditure Spreadsheet						
<i>Instructions:</i>						
1. Table I - Input Grantee's original Budget info.						
2. Table II - Input Grantee's expenditure totals.						
Date: _____						
Organization Name: _____						
Representative Name: _____						
Total Grant Expenditures Amount: \$ _____						
Payment Request Period: FY2019						
Table I - Enter original budget submitted at the beginning of the grant period.						
<i>Note: To maintain formulas... copy & paste when adding rows.</i>						
Table I - Budget						
Budget Class	Budget Category (e.g. Publicity, Travel, Equipment etc.)	FY2019 (Subtotal by Budget Category)				
ADMINISTRATION						
OPERATIONS						
SUPPORT SERVICES						
Column Total				\$	-	
SECTION ONE - CVSO Progress Report/Summary Statement						
Grant Expenditure Summary Statement						
In the space provided below, in 1-2 paragraphs please describe the background/context for this years' CVSO grant expenditures. For instance:						
<ul style="list-style-type: none"> • Do grant expenditures address a particular "gap" in services to Veterans unique to your County? • Are your expenditures related to new programming this year? • Are there other significant "gaps" in services unique to your County? 						
SECTION TWO - CVSO Metrics						
1. Total number of Full-time (% FTE) CVSO Staff (filled): _____						
2. Total number of Full-time (% FTE) CVSO Staff (open): _____						
3. Total County CVSO Program Budget: _____						
4. Total Number Veteran/Family Office Visits: _____						
5. Total Number Veteran/Family Outreach Visits: _____						
SECTION THREE - Itemized Budget Expenditures						
<i>Note: To maintain formulas... copy & paste when adding rows.</i>						
Table II - Budget Expenditures - Enter actual budget expenditures here. (See						
BUDGET CLASS	Budget Category (e.g. Publicity, Computer Equipment, Gift Cards etc.)	Budget Item (e.g. Star Tribune, Apple Store, Office Max.)	Fp 8%	Total Expenditures (e.g. Receipts)	TOTAL EXPENDITURES	
				FY2019		
ADMINISTRATION					\$	-
OPERATIONS					\$	-
SUPPORT SERVICES					\$	-
Column Total				\$	-	\$

Attachment E

Final Report & Budget Expenditure Spreadsheet

Section Three – Example

	A	B	C	D	E	F
1	Budget Expenditure Spreadsheet Example					
2	Enter each individual invoice/receipt expenditure separately. Adding rows as needed and adjust the Excel formulas.			*Page #	Total Expenditures (e.g. Receipts)	TOTAL EXPENDITURES by Budget Category (to Date)
3	BUDGET CLASS	Budget Category (e.g. Publicity, Travel, Equipment)	Budget Item (e.g. Star Tribune, Apple Store, Office Max.)	FY2019		
4						
5	ADMINISTRATION					\$ -
6						
7	OPERATIONS	Advertising	Advertising - Star Tribune	3-9	\$ 4,050.00	\$ 10,452.89
8			Advertising - Pioneer Press	7-10	\$ 750.00	
9			Advertising - Lamar (Billboard)	7-10	\$ 1,080.00	
10		Equipment	Equipment (iPhone)	11-15	\$ 1,294.00	
11		Travel	(See Travel Log for individual expenditures)	16	\$ 2,578.90	
12		Computer Software	Best Buy	17-22	\$ 699.99	
13	SUPPORT SERVICES	Veteran Services & Events	Veteran Transportation to Medical Appointment	23-27	\$ 897.21	\$ 2,486.21
14			Homeless Veteran Lodging (2 nights)	28-33	\$ 386.68	
15			Veteran Booth at County Fair	34-40	\$ 1,202.32	
16	Column Sub-Total				\$ 12,939.10	\$ 12,939.10
17	Difference Paid by the County				\$ (939.10)	\$ (939.10)
18	Column Total				\$ 12,000.00	\$ 12,000.00



Board of County Commissioners Agenda Request

2H
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: LG220 Application for Exempt Permit- The Ruffed Grouse Society

<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: <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>Exempt Gambling Permit Application.</p> <p>Please adopt the following resolution:</p> <p>BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society / Aitkin Chapter, at the following location – The Landing, which has an address of 170 Southgate Drive, Aitkin, MN 56431 – Aitkin Township. (Note: Date of activity for Raffle – September 13, 2018)</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: <p style="text-align: center;">Adopt Proposed Resolution</p>		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p>		

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



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date:

Title of Item:

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested:	<input type="checkbox"/> Direction Requested
	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
	<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: Chris Springer		Department: ACHHS Accounting
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: Need to replace misplaced/destroyed warrant #108512 issued 03/23/2018 to Vanessa Fink for \$110.84.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
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 type="checkbox"/> No <i>Please Explain:</i>		

STATE OF MINNESOTA,

County of Aitkin

)
) ss.
)

Vanessa Fink

Being duly sworn, on oath says; that she is the owner of a certain Warrant

Dated the 23rd day of March 2018, Numbered 108512

Issued by Aitkin County Health and Human Services to

Vanessa Fink in the sum of

\$ 110.84, has been LOST in the manner following, to-wit:
("Lost" or "Destroyed")

Did not receive in the mail.

and that she makes this affidavit for the purpose of having a duplicate thereof issued to her according to law;
and to that end herewith files her indemnifying bond, with sureties to be approved, in a sum equal to double the
amount of said WARRANT

Client Signature*

Vanessa Fink

*

Subscribed and sworn to before me this 2nd day of August 2018.

Mandi Kleindl

Notary Public Hennepin County, Minnesota

My Commission Expires January 31, 2023





Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: ATV Purchase

<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: Sheriff Scott A. Turner		Department: Aitkin County Sheriff's Office
Presenter (Name and Title): Sheriff Scott A. Turner		Estimated Time Needed: N/A
Summary of Issue: The Sheriff's Office is requesting the purchase of a class 2 ATV described as a 2018 Range Crew 900 to be purchased from Willeys Marine for the amount of \$12,498.00.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: It is recommended that the quoted price of \$12,498.00 from Willeys Marine be accepted for purchase of a 2018 Ranger Crew 900.		
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? \$ 12,498.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Sheriff Turner has budgeted at least \$12,498.00 for an ATV for 2018.		

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 DATE: August 7, 2018
FROM: Sheriff Scott Turner RE: ATV Purchase

Attached is a copy of the quotes we received for the purchase of a class 2 ATV. This purchase has been planned for a number of years with an annual budget allocation for this purchase. The number of uses that we have for this type of response vehicle has increased over the years (missing persons, disaster response, etc), and will likely increase even more.

We received quotes from the three in-county businesses that sell these recreational vehicles, along with an attached winch:

Willeys Marine - \$12,498
Midwest Machinery Co. - \$14,760.84
Timmer Implement, Inc. - \$12,857.75

We are recommending that we purchase the 2018 Ranger Crew 900 from Willeys Marine for the amount specified above. If you have any questions, please do not hesitate to call.

Thank you,

Scott



www.willeysmarine.com

218-426-4350

joe@willeysmarine.com

PRICE QUOTE

CUSTOMER INFORMATION

Name: Aitkin County

Phone:

Email:

Lake:

DATE

7/19/18

EXPIRES

SALESMAN

Joe Wieczoreak

PRODUCT DETAILS

SALE PRICE

2018 Polaris Ranger Crew 900 6 passenger \$11,973

11,973.00

4500lb winch \$525

525.00

Subtotal

12,498.00

Sales tax

License fee

Factory rebate

Package Total:

12,498.00

Thank You for the opportunity to earn your business.

This quote is subject to change



JOHN DEERE



Quote Id: 17799032

**Prepared For:
Aitkin County Sheriff**



**MIDWEST
MACHINERY CO**

Prepared By: Gary Miller

**Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431**

**Tel: 218-927-2140
Mobile Phone: 218-851-3737
Fax: 218-927-2319
Email: gmiller@mmcj.com**

Date: 12 July 2018

Offer Expires: 31 July 2018

Confidential



Quote Summary

Prepared For:
Aitkin County Sheriff
217 2nd St Nw
Aitkin, MN 56431
Business: 218-927-2138

Prepared By:
Gary Miller
Midwest Machinery Co.
1120 2nd Street Nw
Aitkin, MN 56431
Phone: 218-927-2140
Mobile: 218-851-3737
gmiller@mmcj.com

Quote Id: 17799032
Created On: 12 July 2018
Last Modified On: 12 July 2018
Expiration Date: 31 July 2018

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE XUV825M S4 (MY18)	\$ 15,759.00	\$ 13,500.00 X	1 =	\$ 13,500.00
WARN ProVantage 2041-kg (4500-lb) Winch	\$ 1,009.38	\$ 1,009.38 X	1 =	\$ 1,009.38
Winch Bumper Mount Kit (S4) 2041-kg (4500-lb)	\$ 251.46	\$ 251.46 X	1 =	\$ 251.46
Equipment Total				\$ 14,760.84

Quote Summary	
Equipment Total	\$ 14,760.84
SubTotal	\$ 14,760.84
Est. Service Agreement Tax	\$ 0.00
Total	\$ 14,760.84
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 14,760.84

plastic roof \$596

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment



Quote Id: 17799032

Customer: AITKIN COUNTY SHERIFF

JOHN DEERE XUV825M S4 (MY18)				
Hours:				Suggested List
Stock Number:				\$ 15,759.00
				Selling Price
				\$ 13,500.00
Code	Description	Qty	Unit	Extended
57E0M	XUV825M S4 (MY18)	1	\$ 14,959.00	\$ 14,959.00
Standard Options - Per Unit				
001A	US/Canada	1	\$ 0.00	\$ 0.00
0505	Build To Order	1	\$ 0.00	\$ 0.00
1002	Yellow Steel Wheels Ancla M-T Extreme Terrain Tire	1	\$ 0.00	\$ 0.00
2006	Bench Seat - Yellow	1	\$ 0.00	\$ 0.00
2500	Green and Yellow	1	\$ 0.00	\$ 0.00
3000	Deluxe Cargo Box with Paint, Brake, Tail and Reverse Lights	1	\$ 0.00	\$ 0.00
3100	Manual Lift	1	\$ 0.00	\$ 0.00
4000	OPS with nets	1	\$ 0.00	\$ 0.00
4049	Less Black Roof	1	\$ 0.00	\$ 0.00
4099	Less Power and Protection Package	1	\$ 0.00	\$ 0.00
4199	Less Rear Package	1	\$ 0.00	\$ 0.00
4249	Less Front Brush Guard	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 0.00
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 650.00	\$ 650.00
	Setup	1	\$ 150.00	\$ 150.00
Other Charges Total				\$ 800.00
Suggested Price				\$ 15,759.00
Customer Discounts				
Customer Discounts Total			\$ -2,259.00	\$ -2,259.00
Total Selling Price				\$ 13,500.00

WARN ProVantage 2041-kg (4500-lb) Winch



JOHN DEERE

Selling Equipment



Quote Id: 17799032

Customer: AITKIN COUNTY SHERIFF

Hours:				Suggested List
Stock Number:				\$ 1,009.38
				Selling Price
				\$ 1,009.38
Code	Description	Qty	Unit	Extended
BM25170	WARN ProVantage 2041-kg (4500-lb) Winch	1	\$ 734.38	\$ 734.38
Other Charges				
	Setup	1	\$ 275.00	\$ 275.00
	Other Charges Total			\$ 275.00
	Suggested Price			\$ 1,009.38
Customer Discounts				
	Customer Discounts Total		\$ 0.00	\$ 0.00
Total Selling Price				\$ 1,009.38

Winch Bumper Mount Kit (S4) 2041-kg (4500-lb)				
Hours:				Suggested List
Stock Number:				\$ 251.46
				Selling Price
				\$ 251.46
Code	Description	Qty	Unit	Extended
BM24643	Winch Bumper Mount Kit (S4) 2041-kg (4500-lb)	1	\$ 251.46	\$ 251.46
	Suggested Price			\$ 251.46
Customer Discounts				
	Customer Discounts Total		\$ 0.00	\$ 0.00
Total Selling Price				\$ 251.46



Bobcat

Product Quotation

Quotation Number: JLK-03108

Date: 2018-07-18 12:52:35

Customer Name/Address:

Bobcat Delivering Dealer

ORDER TO BE PLACED WITH:
Contract Holder/Manufacturer

AITKIN COUNTY SHERIFF
217 ND STREET NW
ROOM 185
AITKIN, MN 56431

Greg
Timmer Implement, Inc., Aitkin,
MN
1001 2ND STREET NW
AITKIN MN 56431
Phone: 218-927-2515
Fax:

Clark Equipment Co dba
Bobcat Company
250 E Beaton Dr, PO Box 6000
West Fargo, ND 58078
Phone: 701-241-8719
Fax: 855.608.0681
Contact: Heather Messmer
Heather.Messmer@doosan.com

Description

3400XL Gas

Engine

- Key Start
- Liquid Cooled
- Single Cylinder EFI
- Pressurized Oiling system with Spin-on Filter
- Spark Arrestor Exhaust System
- Engine Shutdown Protection

Drive System

- Variable Speed Drive (Belt CVT)
- Sealed CVT Cover
- Four Wheel Drive - 3 Drive Modes
- Forward Travel, Two range (H/L)
- Gear Selector P-R-N-L-H
- CV Guard, Front
- Brakes - 4-Wheel, Hydraulic Disc with Dual Bore Front Calipers

Suspension & Steering

- Front - Independent, Dual A-Arm
- Rear - Multi-Link De Dion
- Adjustable Front and Rear Coil Over Shocks
- Rack & Pinion w/ Electric Power Steering Assist
- Tilt Steering Column

Tires/Wheels

- HD Mud Tire, 6-ply
- Front, 26x9-12 orange steel rim
- Back, 26x11-12 orange steel rim

Part No

M1307

Qty

1

Price Ea.

\$11,700.00

Total

\$11,700.00

Electrical

- Headlights, High & Low Beams 2-35 Watts
- LED Tail & Brake Lights
- 2-12 Volt Power Ports

Operator Compartment

- Beverage Holder (4)
- 60/40 Split Bench Seats (6 Occupants)
- Under Seat, Glove Box, and Under Dash Storage
- Seat Belts with 3-Point Restraint, retractable

Instrumentation

- Indicator Lights: Seat Belt Reminder, High Beam On, Engine Temp High, Service Power Steering and Service Engine.
- LCD Display: Engine Temp, Engine RPM, Voltage,

Trip, Hour Meter, Tachometer, Fuel Level, Clock, Drive Mode, Odometer, Service Reminder and Gear Position.

- Analog Display: Speedometer

Cargo Box and Frame

- Composite Cargo Box with Cylinder Lift Assist
- Quick Latch Tailgate
- Integrated Box Accessory System
- Rear Receiver Hitch - 2 in.
- Skid Plates
- ROPS (Roller Over Protective Structure)

Warranty, 12 months/1,000 hours

2018 3400XLG Model

M1307-R00-Y18

1

\$0.00

\$0.00

Winch, Integrated 4500 lb

7226023

1

\$1,157.75

\$1,157.75

Total of Items Quoted

\$12,857.75

Quote Total - US dollars

\$12,857.75

Notes:

***Prices per the Minnesota Contract# E-110(5) Contract Period: 9/1/16 - 8/31/19**

***Must be a Coop Member to purchase off contract**

***Terms Net 30 Days. Credit cards accepted.**

***FOB Destination within the 48 Contiguous States.**

***Delivery: 60 to 90 days from ARO.**

***State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with placed order.**

***TID# 38-0425350**

***ORDERS MUST BE PLACED WITH: Clark Equipment Company dba Bobcat Company, Govt Sales,
PO Box 6000, 250 E. Beaton Drive, West Fargo, ND 58078.**

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____





Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: 08/14/2018

Title of Item: STS Donation

<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: Sheriff Scott Turner	Department: Sheriff's Office
--	--

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

Summary of Issue:

The Public Utilities Commission has made a generous donation of \$250 to the Aitkin County STS Program.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Accept donation.

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



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: August 7, 2018

Title of Item: Primary and General Election Recounts

<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: Kirk Peysar, County Auditor	Department: County Auditor
---	--------------------------------------

Presenter (Name and Title): Kirk Peysar, County Auditor	Estimated Time Needed: n/a
---	--------------------------------------

Summary of Issue:
 Authorize payment of primary/general election recount expenses to Aitkin County in the event of a recount at the Federal, State, or Judicial level(s).

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Authorize signatures to agreements with the MN Secretary of State for recounts.

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

August 7, 2018

To: County Board

From: Kirk Peysar, County Auditor



Re: Secretary of State-Joint Powers Agreements-2018 Primary and General Election
Recounts

The Minnesota Secretary of State has asked that a joint powers agreement be executed to authorize the payment of primary/general election recount expenses to Aitkin County in the event of a recount at the Federal, State, or Judicial level(s). The term of the agreements will be from July 1, 2018 to December 31, 2018.

The request is to authorize board chair and my signature to the agreements.

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT**

This agreement is between the State of Minnesota, acting through its Office of the Secretary of State ("State") and the County Auditor of each of the Counties or the City Clerk of each of the cities listed in Appendix A. ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, and Minnesota Rules, subpart 8235.0200 the State is empowered to engage such assistance as deemed necessary. The State is in need of election recount services for the automatic recount of votes pursuant to Minnesota Statutes, section 204C.35, subd. 1 for the 2018 primary election, as necessary for state offices. The Governmental Unit represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State.

Agreement

1 Term of Agreement

- 1.1 *Effective date:* July 1, 2018, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 *Expiration date:* September 30, 2018, or until all obligations have been satisfactorily fulfilled, whichever occurs later.

2 Agreement between the Parties

The Governmental Unit will act as a Deputy Recount Official designated by the Secretary of State pursuant to Minnesota Rules, part 8235.0200 and will conduct a recount as necessary of the votes cast in the county in which the Governmental Unit is the County Auditor and in any additional jurisdiction mutually agreed upon by Governmental Unit and State, pursuant to the provisions of Minnesota Statutes and Minnesota Rules relating to recounts, the Minnesota 2018 Recount Guide, all of which are attached to this agreement as Appendices B, C and D, respectively, as well as the information provided during the Web streaming video transmission to counties to be provided on a date to be determined by State, and any other guidance provided to the Deputy Recount Official by State. Appendix A is the list of participating jurisdictions and it will be updated prior to the commencement of the recount to reflect all participating jurisdictions. The primary election recount will begin on August 22, 2018 at 9:00 A.M, and recounts will continue until all ballots in the jurisdictions being counted by the Deputy Recount Official are counted or designated as challenged. In the event that an election contest is filed in any of these elections and the court takes jurisdiction, the State may cancel the relevant portion of this agreement immediately and without any further cause. State and Governmental Unit agree that this process will be completed on August 24, 2018 for any primary election recount, unless civil litigation delays completion. The results of the recount, along with all explanatory notes and any ballots challenged by candidates in the election shall be securely forwarded and provided to the State by personal delivery or express courier for delivery to the State, at the expense of the State at the conclusion of the recount process in the county or city.

3. Payment

- a) *Compensation.* Governmental Unit will be paid four cents for each ballot handled in the course of any recount covered by this agreement, with a minimum payment of \$100 if a recount occurs in the Governmental Unit's jurisdiction. The Governmental Unit will submit a log of all ballots handled to State to verify the total.
- b) *Travel.* No travel expenses will be paid.

The total obligation of the State under this agreement will not exceed an aggregate of \$50,000 for all Governmental Units for the primary election.

4. Authorized Representatives

The State's Authorized Representative is Gary Poser, Director of Elections, 180 State Office Building, Saint Paul MN 55155, 651-556-0612, or his/her successor, and has the responsibility to monitor the Governmental Unit's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Governmental Unit's Authorized Representative is the County Auditor or municipal clerk who has signed the agreement.

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 **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.
- 5.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 **Agreement Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6. Liability

The Governmental Unit will 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 agreement by the Governmental Unit or the Governmental Unit's agents or employees. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations under this agreement.

7. Termination

Either party may terminate this agreement upon thirty days' written notice to the other party. State may terminate this agreement immediately if no recounts are requested pursuant to law during the statutory request period.

8. E-Verify certification (In accordance with Minn. Stat. § 16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit 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 State. Governmental Unit 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 Governmental Unit and made available to the State upon request.

9. State audits

Under Minn. Stat. § 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices of the Governmental Unit 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 Agreement.

10. Government data practices and intellectual property

10.1 Government data practices. The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) 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 the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

10.2 Intellectual property rights.

(a) Intellectual property rights. The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Agreement. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Governmental Unit, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Governmental Unit, its employees, agents, or subcontractors, in the performance of this Agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Governmental Unit upon completion or cancellation of this Agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Governmental Unit assigns all right, title, and interest it may have in the works and the documents to the State. The Governmental Unit must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

(b) Obligations

(1) Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Governmental Unit, including its employees and subcontractors, in the performance of this Agreement, the Governmental Unit will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

(2) Representation. The Governmental Unit must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Governmental Unit nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Governmental Unit represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 6, the Governmental Unit will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Governmental Unit's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Governmental Unit will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Governmental Unit's or the State's opinion is likely to arise, the Governmental Unit must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. 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.

Signatures for this agreement are being obtained by the signing of counterparts. Each Contractor will sign signature block #2 and return the entire agreement document to elections.dept@state.mn.us, or to Elections Division, Office of the Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., Saint Paul MN 55155-1299.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: Jennit Key

Date: 7/2/2018

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

SWIFT Contract No. 144224 SWIFT PO 2612

2. GOVERNMENTAL UNIT

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

APPENDICES ATTACHED:

APPENDIX A – List of Participating Jurisdictions

APPENDIX B – Minnesota Statutes Relating to Recounts

APPENDIX C – Minnesota Rules Relating to Recounts

APPENDIX D – Minnesota 2018 Recount Guide

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT**

This agreement is between the State of Minnesota, acting through its Office of the Secretary of State ("State") and the County Auditor of each of the Counties or the City Clerk of each of the cities listed in Appendix A. ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, and Minnesota Rules, subpart 8235.0200 the State is empowered to engage such assistance as deemed necessary. The State is in need of election recount services for the automatic recount of votes pursuant to Minnesota Statutes, section 204C.35, subd. 1 for the 2018 general election, as necessary for state offices. The Governmental Unit represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State.

Agreement

1 Term of Agreement

- 1.1 *Effective date:* November 1, 2018, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 *Expiration date:* December 31, 2018, or until all obligations have been satisfactorily fulfilled, whichever occurs later.

2 Agreement between the Parties

The Governmental Unit will act as a Deputy Recount Official designated by the Secretary of State pursuant to Minnesota Rules, part 8235.0200 and will conduct a recount as necessary of the votes cast in the county in which the Governmental Unit is the County Auditor and in any additional jurisdiction mutually agreed upon by Governmental Unit and State, pursuant to the provisions of Minnesota Statutes and Minnesota Rules relating to recounts, the Minnesota 2018 Recount Guide, all of which are attached to this agreement as Appendices B, C and D, respectively, as well as the information provided during the Web streaming video transmission to counties to be provided on a date to be determined by State, and any other guidance provided to the Deputy Recount Official by State. Appendix A is the list of participating jurisdictions and it will be updated prior to the commencement of the recount to reflect all participating jurisdictions. The general election recount will begin on December 3, 2018 at 9:00 A.M, and recounts will continue until all ballots in the jurisdictions being counted by the Deputy Recount Official are counted or designated as challenged. In the event that an election contest is filed in any of these elections and the court takes jurisdiction, the State may cancel the relevant portion of this agreement immediately and without any further cause. State and Governmental Unit agree that this process will be completed on December 10, 2018 for any general election recount, unless civil litigation delays completion. The results of the recount, along with all explanatory notes and any ballots challenged by candidates in the election shall be securely forwarded and provided to the State by personal delivery or express courier for delivery to the State, at the expense of the State at the conclusion of the recount process in the county or city.

3. Payment

- a) *Compensation.* Governmental Unit will be paid four cents for each ballot handled in the course of any recount covered by this agreement, with a minimum payment of \$100 if a recount occurs in the Governmental Unit's jurisdiction. The Governmental Unit will submit a log of all ballots handled to State to verify the total.
- b) *Travel.* No travel expenses will be paid.

The total obligation of the State under this agreement will not exceed an aggregate of \$120,000 for all Governmental Units for the general election.

4. Authorized Representatives

The State's Authorized Representative is Gary Poser, Director of Elections, 180 State Office Building, Saint Paul MN 55155, 651-556-0612, or his/her successor, and has the responsibility to monitor the Governmental Unit's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Governmental Unit's Authorized Representative is the County Auditor or municipal clerk who has signed the agreement.

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 **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.
- 5.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 **Agreement Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6. Liability

The Governmental Unit will 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 agreement by the Governmental Unit or the Governmental Unit's agents or employees. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations under this agreement.

7. Termination

Either party may terminate this agreement upon thirty days' written notice to the other party. State may terminate this agreement immediately if no recounts are requested pursuant to law during the statutory request period.

8. E-Verify certification (In accordance with Minn. Stat. § 16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit 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 State. Governmental Unit 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 Governmental Unit and made available to the State upon request.

9. State audits

Under Minn. Stat. § 16C.05, subd. 5, the books, records, documents, and accounting procedures and practices of the Governmental Unit 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 Agreement.

10. Government data practices and intellectual property

10.1 Government data practices. The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) 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 the Governmental Unit under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

10.2 Intellectual property rights.

(a) Intellectual property rights. The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Agreement. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Governmental Unit, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Governmental Unit, its employees, agents, or subcontractors, in the performance of this Agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Governmental Unit upon completion or cancellation of this Agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Governmental Unit assigns all right, title, and interest it may have in the works and the documents to the State. The Governmental Unit must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

(b) Obligations

(1) Notification. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Governmental Unit, including its employees and subcontractors, in the performance of this Agreement, the Governmental Unit will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

(2) Representation. The Governmental Unit must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Governmental Unit nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Governmental Unit represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 6, the Governmental Unit will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Governmental Unit's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Governmental Unit will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Governmental Unit's or the State's opinion is likely to arise, the Governmental Unit must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. 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.

Signatures for this agreement are being obtained by the signing of counterparts. Each Contractor will sign signature block #2 and return the entire agreement document to elections.dept@state.mn.us, or to Elections Division, Office of the Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., Saint Paul MN 55155-1299.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: [Signature]
Date: 7/2/2018

3. STATE AGENCY

By: _____
(with delegated authority)
Title: _____
Date: _____

SWIFT Contract No. 144225 SWIFT PO 2613

2. GOVERNMENTAL UNIT

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

By: _____

Print Name: _____

Title: _____

Address: _____

Telephone Number: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

APPENDICES ATTACHED:

- APPENDIX A – List of Participating Jurisdictions**
- APPENDIX B – Minnesota Statutes Relating to Recounts**
- APPENDIX C – Minnesota Rules Relating to Recounts**
- APPENDIX D – Minnesota 2018 Recount Guide**



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Purchase Backup Device

<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: Steve Bennett		Department: IT
Presenter (Name and Title): Steve Bennett - IT Director		Estimated Time Needed: none - consent
Summary of Issue: IT needs to replace the backup system for County wide data backups. Our current system is antiquated and is no longer supported by the vendor. The new system is a device and software upgrade from the same vendor. Barracuda Backup Server Model 790 \$23,500.00 Monies are budgeted for 2018 purchase.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve purchase		
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? \$ 23500.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 8/14/18

Title of Item: 2018 2nd Qtr Investment Report

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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: Lori Grams		Department: County Treasurer
Presenter (Name and Title): Lori Grams-County Treasurer		Estimated Time Needed: 10 min
Summary of Issue: 2018 2nd Quarter Investment Report		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 		
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>		

Lori Grams, County Treasurer

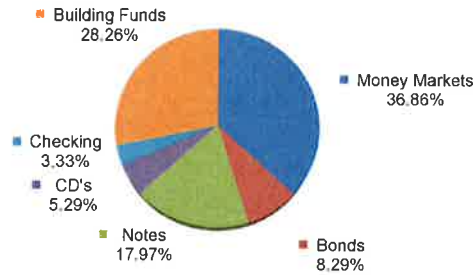
Bank #	Bank	Type of Investment	Purchase Date	Maturity Date	Interest Rate	Total
8	Grand Timber Bank	Money Market	-	-	0.15	\$7,586.06
104	Magic-General	Money Market	-	-	2.05	\$3,928,889.90
108	Wells Fargo	Money Market	-	-	1.17	\$25,109.69
110	Bremer	Checking	-	-	0.00	\$703,343.79
112	Bremer Payroll	Checking	-	-	0.00	\$502,028.22
147	Magic-Ditch 2	Money Market	-	-	2.05	\$12,592.59
148	Magic-Ditch 30	Money Market	-	-	2.05	\$26,927.86
177	Magic-Envir Trust	Money Market	-	-	2.05	\$48,417.29
189	Bremer	Money Market	-	-	2.05	\$4,229,509.81
190	Bremer	Money Market	4/1/2016	-	2.05	\$4,172,102.01
323	WFA	Money Market	-	-	1.02	\$0.00
363	Security State Bank	Money Market	-	-	0.65	\$882,291.23
460	WFA	Note	7/27/2016	7/27/2021	1.14	\$1,000,000.00
461	WFA	Note	8/24/2016	8/24/2021	1.51	\$2,000,000.00
462	MBS	Note	8/23/2016	8/23/2023	1.27	\$2,000,000.00
463	WFA	Note	10/27/2016	10/27/2023	2.01	\$1,500,000.00
464	MBS	Bond	10/27/2016	10/27/2023	1.53	\$2,000,000.00
467	MBS	CD	8/30/2017	8/9/2022	2.35	\$240,324.49
468	MBS	CD	8/29/2017	8/29/2022	2.40	\$240,000.00
469	MBS	CD	8/30/2017	8/30/2022	2.35	\$240,000.00
470	MBS	CD	8/30/2017	8/30/2022	2.40	\$240,000.00
471	MBS	CD	8/30/2017	8/30/2022	2.40	\$240,000.00
472	MBS	CD	8/29/2017	8/29/2022	2.40	\$240,000.00
473	WFA	Bond	9/26/2017	9/26/2022	2.17	\$1,000,000.00
474	Neighborhood National Bank	CD	2/23/2018	2/23/2020	1.10	\$25,000.00
200	Bremer Buiding-CIP	Money Market	4/10/2018	-	2.06	\$10,222,595.55
475	MBS (Env Trust)	CD	4/20/2018	4/20/2023	3.00	\$225,000.00
476	MBS (Env Trust)	CD	4/20/2018	4/20/2023	3.00	\$225,000.00
						\$36,176,718.49

JUNE 2018

PORTFOLIO

Money Markets	13,333,426.44
Bonds	3,000,000.00
Notes	6,500,000.00
CD's	1,915,324.49
Checking	1,205,372.01
Building Funds	10,222,595.55
Total	36,176,718.49

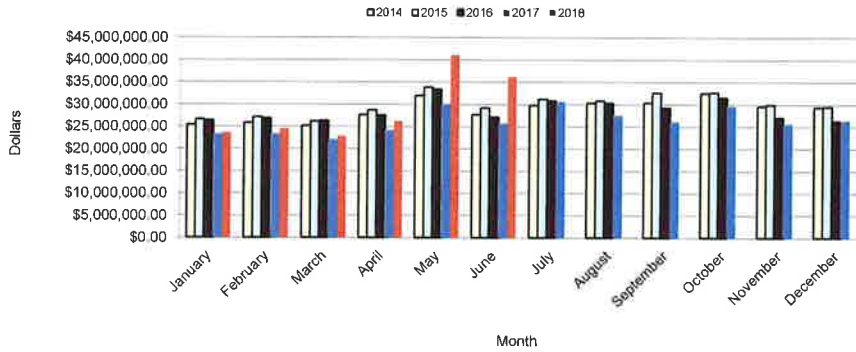
INVESTMENT PORTFOLIO DIVERSIFICATION



PORTFOLIO BALANCE

	2014	2015	2016	2017	2018
January	\$25,412,093.97	\$26,612,279.57	\$26,392,114.18	\$23,367,037.59	\$23,632,782.83
February	\$25,861,121.83	\$27,155,630.95	\$26,871,160.73	\$23,424,149.19	\$24,494,638.35
March	\$25,149,483.96	\$26,218,443.65	\$26,337,929.23	\$22,135,652.34	\$22,887,424.91
April	\$27,598,300.21	\$28,744,085.23	\$27,586,789.89	\$24,261,807.87	\$26,236,046.70
May	\$31,918,369.74	\$33,856,148.33	\$33,374,397.11	\$30,128,307.27	\$41,105,809.80
June	\$27,734,491.87	\$29,203,774.06	\$27,109,091.47	\$25,790,417.44	\$36,176,718.49
July	\$29,807,467.71	\$31,133,075.27	\$30,782,367.62	\$30,740,832.72	
August	\$30,319,081.32	\$30,827,856.78	\$30,322,969.88	\$27,663,869.90	
September	\$30,375,578.52	\$32,589,735.30	\$29,194,672.71	\$26,174,093.90	
October	\$32,542,627.19	\$32,646,664.14	\$31,526,612.20	\$29,735,521.41	
November	\$29,564,837.09	\$29,937,105.23	\$27,083,896.45	\$25,756,995.48	
December	\$29,375,220.36	\$29,517,788.65	\$26,271,927.92	\$26,466,607.33	
Average Balance	\$28,804,889.48	\$29,870,215.60	\$28,571,160.77	\$26,303,774.37	\$29,088,903.51

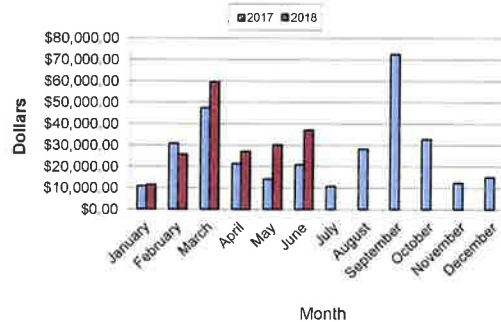
PORTFOLIO BALANCE



INTEREST EARNED

	2017	2018
January	\$10,859.83	\$11,506.37
February	\$30,783.47	\$25,749.15
March	\$47,404.11	\$59,482.21
April	\$21,295.75	\$27,069.70
May	\$14,159.65	\$30,229.98
June	\$20,890.48	\$37,044.67
July	\$10,773.83	
August	\$28,213.79	
September	\$72,495.19	
October	\$32,792.54	
November	\$12,395.45	
December	\$14,972.53	
Total	\$317,036.62	\$191,082.08

INTEREST EARNED



Interest Earned

2016	\$295,916.24
2015	\$293,102.31
2014	\$349,429.98



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 8/14/2018

Title of Item: Data Cloud Solutions MobileAssessor

- 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:

Mike Dangers

Department:

County Assessor

Presenter (Name and Title):

Mike Dangers, County Assessor

Estimated Time Needed:

15 minutes

Summary of Issue:

Please see attached memo for details.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve the purchase of MobileAssessor. Actual payments to be made through Minnesota Counties Information Systems.

Financial Impact:

Is there a cost associated with this request?

Yes

No

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

Is this budgeted? Yes

No

Please Explain:



**OFFICE OF
AITKIN COUNTY ASSESSOR**
209 2nd ST N.W. Room 111
AITKIN, MINNESOTA 56431
Phone: 218/927-7327 – Fax: 218/927-7379
assessor@co.aitkin.mn.us

MEMO

August 8, 2018

To: County Board of Commissioners
Jessica Seibert, County Administrator

From: Mike Dangers, County Assessor

Re: Data Cloud Solutions Mobile Assessor

Data Cloud Solutions, LLC is a private company based out of Springfield, Ohio that provides software for property assessment. They have a unique product called MobileAssessor that is a mobile interface for Computer Aided Mass Appraisal (CAMA) systems. In other words, they provide an efficient way for staff appraisers to use an iPad in the field with our existing CAMA system. The web address with a description of the product and marketing material can be found here at: camacloud.com/mobile-assessor.aspx

Our staff appraisers currently use Apple iPads in the field to collect data and have done this for years. The current system and process that we use needs improvement. Appraisers take notes, update sketches, and take photos on the iPads and then later enter the data into the county computer system when they get back to the office. This is a manual process that isn't much faster than using paper.

MobileAssessor enables the appraisers to directly enter data into the county's system from anywhere. It doesn't require a wireless signal to work. It should greatly improve the efficiency of the data collection process. It also allows our county to make an upgrade to our technology without scrapping our existing MCIS CAMA and Tax systems. Other counties are spending far more to switch to completely new systems that promise similar results.

At the September 13, 2016 County Board meeting, the Board approved a testing agreement with Data Cloud Solutions to allow Minnesota Counties Information Systems (MCIS) to test this software with our system. These tests were conducted at Carlton County using the same system as Aitkin County. Those tests were successful.

After the completion of the tests, and after input from the county assessors in the 12 MCIS counties, the MCIS Board decided to move forward with implementing MobileAssessor across the organization. This will likely start happening in early 2019.

The costs of this product are estimated to be \$29,925 for the one-time startup fee and then about \$13,917 per year thereafter. Part of the \$13,917 is labor cost of MCIS staff due to additional time dedicated to supporting this product.

There is \$34,400 currently reserved for use for this project. That amount will cover the entire startup fee and part of the annual cost for the first year.

I request that the Aitkin County Board approve the purchase of this product to improve the property assessment. Please contact Mike with any questions.

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Cemetery (Revenue):

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

**RESOLUTION
20160913-063
2017
UNORGANIZED
CEMETERY**

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to appoint Kevin Stromberg of Spencer Township to fill the Board of Adjustment vacancy in District 1 for the remainder of the term expiring December 31, 2016 and for a three year term to expire on December 31, 2019.

**APPOINTMENT
TO BOARD OF
ADJUSTMENT**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to approve Data Cloud Solutions, LLC Testing Agreements between Data Cloud Solutions (DCS), Minnesota Counties Information Systems (MCIS), and Member Counties: 1. Data Access and Use Agreement, and 2. Data Confidentiality Agreement.

**DATA CLOUD
SOLUTIONS**

The request for a new boiler system for Health & Human Services Building was remanded to the Facilities Committee and will be revisited at the next Board meeting.

**HEALTH &
HUMAN
SERVICES
BOILER SYSTEM**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve Plat of Sunset Harbor Addition and to authorize Board Chair's signature on the documents.

**PLAT OF SUNSET
HARBOR
ADDITION**

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to approve Highway Department purchase of two John Deere Motor 670G Graders from RDO Equipment Co. for a total of \$416,418.00.

**MOTOR
GRADERS FOR
HIGHWAY DEPT**

Matt Lueck from Mud Rhythm Racing Series requested assistance from the Board for maintenance and improvement to the Aitkin racetrack. The Board consensus was that this request should be brought back to the Board after the clean up event scheduled on September 24th has been completed, and that the Fairboard should be present.

**MUD RHYTHM
RACING SERIES**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting to schedule the 2017 Budget Hearing at 6:05 p.m. on Tuesday, December 6, 2016.

**2017 BUDGET
HEARING**



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Engineering Services - Proposed Wawina Wetland Bank

<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: Rich Courtemanche		Department: Land Dept.
Presenter (Name and Title): Rich Courtemanche -		Estimated Time Needed: 15 min
Summary of Issue: <p>In December of 2011, the Forest Advisory Committee (now the Natural Resource Advisory Committee) directed the Aitkin County Land Department (ACLD) to explore the possibilities of creating a wetland bank at Judicial Ditch #1.</p> <p>ACLD has proposed and has received approval to submit a final application for a 3,545 acre wetland bank in Sections 2-5&8-10 of T52N R22W (aka. the Wawina Wetland Bank). ACLD approached the Co. Engineer who recommended seeking assistance from a private engineering firm. In July 2017, ACLD conducted a broad mailing seeking proposals. Bolten & Menk, Inc. (Baxter, MN) was the sole bid proposal (\$37,050) for hydrologic modeling and engineering plan sets.</p> <p>The County Attorney has reviewed the proposal and has given his approval of the document to form. ACLD seeks Board of Commissioners approval to use funds to pay for these engineering services to determine if it is feasible or permissible to construct the bank.</p>		
Alternatives, Options, Effects on Others/Comments: <p>Not hire an engineer and forfeit determining if the construction bank is feasible. This would also allow the continued connection of watersheds leaving an avenue for movement of invasive species and degradation of the wetland.</p>		
Recommended Action/Motion: <p>Approval to hire Bolten & Menk, Inc. for engineering and modeling services for the Wawina Wetland Bank.</p>		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 37,050</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please Explain:</p>		

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



*Aitkin County Land Department
502 Minnesota Ave N
Aitkin, MN 56431
218-927-7364
e-mail: aclد@co.aitkin.mn.us
web: www.co.aitkin.mn.us*

Wawina Wetland Bank Proposal Finding of Facts

In December of 2011, the Forest Advisory Committee (now the Natural Resource Advisory Committee) directed the Aitkin County Land Department (ACLD) to explore the possibilities of creating a wetland bank at Judicial Ditch #1. ACLD has proposed and has received approval to submit a final application for a 3,545 acre wetland bank in Sections 2-5&8-10 of T52N R22W (aka. the Wawina Wetland Bank).

The benefits of the Wawina Wetland Bank include protecting rare peat formations, restoring subsided ditches, promoting rare rich fen communities, abandoning unused ditches, and severing the avenue for aquatic invasive species that now exists between the St. Lawrence and Mississippi River Watersheds. The creation of a wetland bank provides an opportunity to create a wetland bank in the St. Lawrence watershed and to provide a financial benefit to Aitkin County & Floodwood School District. In order to move forward through the regulatory process, the Army Corps of Engineers and the MN Board of Soil & Water Resources requires that the final application contain civil engineering to show how the ditch plugs will be designed and how they will function under different hydrologic loads.

ACLD has proposed and has received approval to submit a final application for a 3,545 acre wetland bank in Sections 2-5&8-10 of T52N R22W (aka. the Wawina Wetland Bank). ACLD approached the Co. Engineer who recommended seeking assistance from a private engineering firm. In July 2017, ACLD conducted a broad mailing seeking proposals. Bolten & Menk, Inc. (Baxter, MN) was the sole bid proposal (\$37,050) for hydrologic modeling and engineering plan sets.

The County Attorney has reviewed the proposal and has given his approval of the document "to form." ACLD seeks Board of Commissioners approval to use funds to pay for these engineering services to determine if it is feasible or permissible to construct the bank.



Aitkin County Land Department
209 2nd St. NW Room 206
Aitkin, MN 56431
218-927-7364
e-mail: aclد@co.aitkin.mn.us
web: www.co.aitkin.mn.us

Forest Advisory Committee Minutes

14 December 2011, 6:00 PM

Aitkin County Board Room, Aitkin, MN

FAC members attending: Harold Harms, Kevin Insley, John LaHoud, Bob Lake, Brien Leitinger (DNR), Michelle McDowell (FWS), Brian Napstad (commissioner), Dale Shipp, Galen Tveit, and Jeff Workman. Non-Voting Attending: Rich Courtemanche, Mark Jacobs

1. Call to Order of the Forest Advisory Committee (FAC) 6:00 pm.

Old Business:

2. Approval of October 26, 2011 Minutes: Minutes were approved as mailed out.

Announcements and Discussion:

3. Land Sale: Results of the December 9, 2011 Land Sale was presented. Nine properties totaling 75 acres were sold for a total of \$55,600.
4. Winter Timber Sale: Results of the December 12, 2011 oral bid timber sale was presented. 26 Tracts totaling 19,737 cords were sold for a total of \$390,144.62.

New Business:

5. Land Classification: Discussion and recommendations for the Board of Commissioners were made for twenty-nine separate properties. Eighteen properties were recommended to be "disposed of" or "exchanged." Three properties were recommended to be retained by the County, and eight others were designated as retain to be exchanged with DNR. Since four of the lots were partial interests, there was a discussion how access and management is interpreted by ACLD for these lots.
6. Wetland Mitigation in Unorg. T52 R22: Mark Jacobs presented a proposal from Applied Ecological Services, Inc. to create a wetland bank from the area of Judicial Ditch #1. The eventual restoration to the historic hydrology and vegetation could benefit both the St. Louis and Mississippi River watersheds. The offering of credits in the St. Louis River watershed may be useful for mining expansion projects which often mitigate their wetland impacts in Aitkin County but in the Mississippi River watershed. Observations from Brien Napstad indicated that the Federal Government, ACOE, may be resistant to this proposal as a wetland bank despite the support of the State and County.



*Aitkin County Land Department
209 2nd St. NW Room 206
Aitkin, MN 56431
218-927-7364
e-mail: acld@co.aitkin.mn.us
web: www.co.aitkin.mn.us*

Formal Motion: The Forest Advisory Committee is in agreement with the initial premise of creating a wetland bank at the Judicial Ditch #1 and that such a project would be beneficial to the environment and to Aitkin County. The FAC directs ACLD to explore the possibilities of creating such a project and wishes to be kept apprised of the findings and facts. (Motion by Bob Lake and Seconded by Harold Harms, unanimous)

7. Meeting adjourned at 7:45 PM

Minutes submitted by Rich Courtemanche

Aitkin-Wawina Peatlands Restoration

The Wawina Continental Divide Restoration area is a 3,547 acre parcel located in northeast Aitkin County. This area defines the very headwaters of the Prairie/Willow River watersheds of the Mississippi and the St. Louis watershed of the St. Lawrence River. The dominant hydrologic feature is the Judicial Ditch #1. The ditch system does not effectively drain the adjacent wetlands but is continuously filled with water acting as a transportation system between the Mississippi River and St. Louis watersheds. This project seeks to protect this biologically significant area and to remove the surface water connection that is a threat for migration of invasive species between the basins.



Factors Favoring a New Wetland Bank

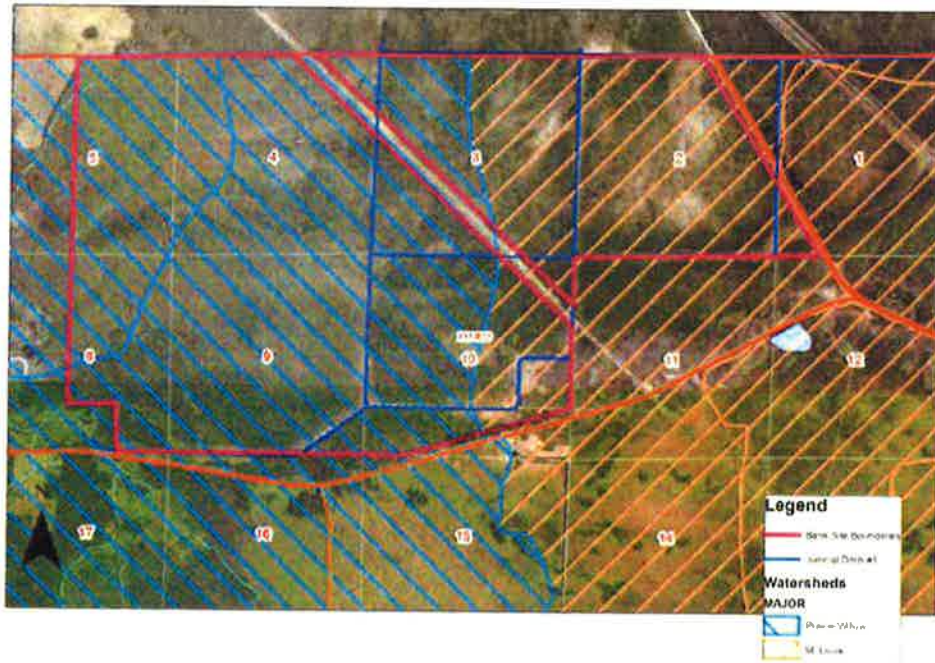
- This project would provide a viable replacement opportunity for wetland impacts within the St. Louis River watershed as intended in the Wetland Conservation Act.
- Ditches are filled with water during all seasons including during drought periods and are not functional or maintained as designed. The ditch would be permanently abandoned.
- Attorney Generals are demanding that the Army Corps of Engineers act quicker on “severing” the connection between the two basins preventing aquatic invasive species from migrating between these watersheds.
- The US Fish and Wildlife Service Regional Step-Down plan (a.k.a., Strategic Plan) emphasizes efforts to minimize establishment and spread of non-indigenous invasive species between these watersheds.



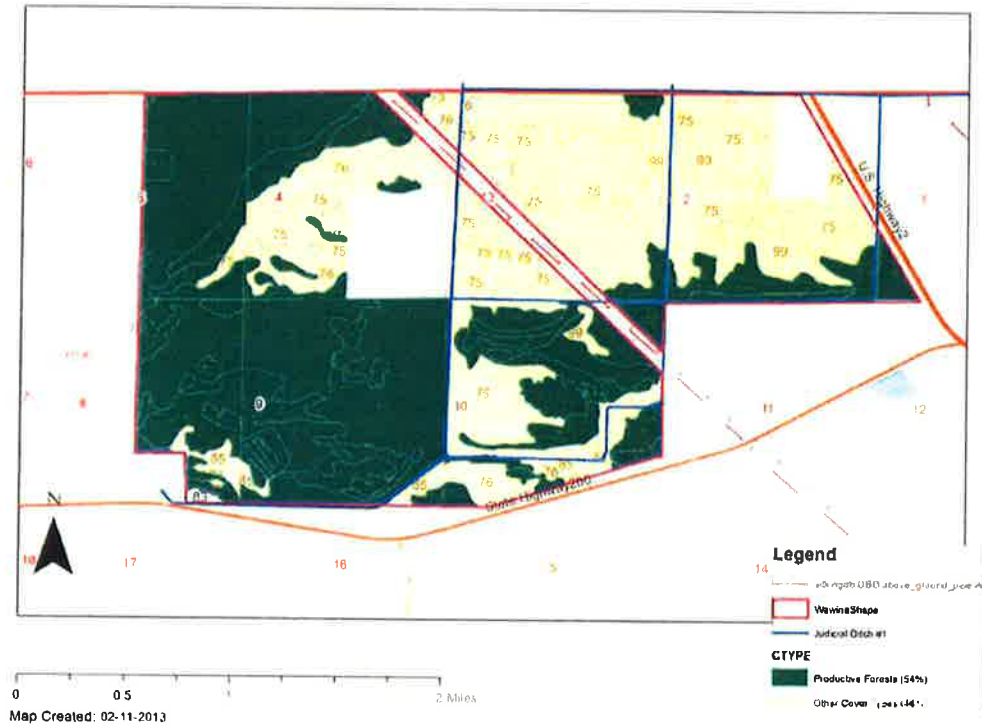
- There will be a change from the land actively managed for “Forestry” to “Ecologic” preserved. The area is deemed of “High Biological Significance” by the MN Biological Survey and is similar to the nearby Wawina Scientific and Natural Area.
 - Area has potential to be leased/mined for peat. The area is dominated by unique Rifle, Greenwood, Lobo/Waskish Peats.
 - MN DNR “Action Plan” on restoration of endangered species prioritizes increasing habitats in lowland conifers like the Wawina Restoration Project.
- A wetland bank would provide revenue opportunity for townships, schools, and Aitkin County. A major beneficiary of the financial relief would be the Floodwood School District which is in crisis as featured in the National Public Radio article “*Small towns 'just one disaster away'*,” November 16, 2011.

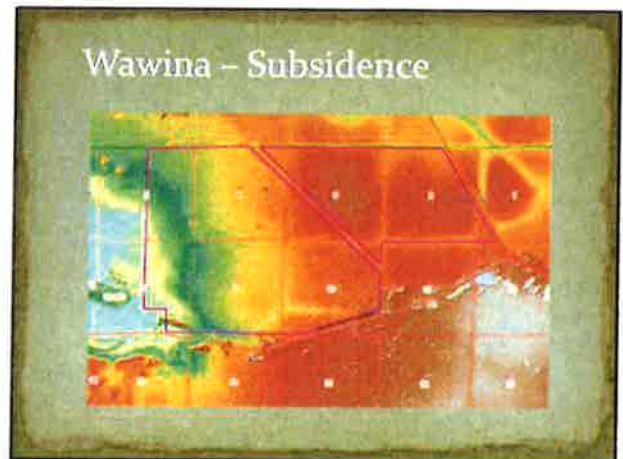
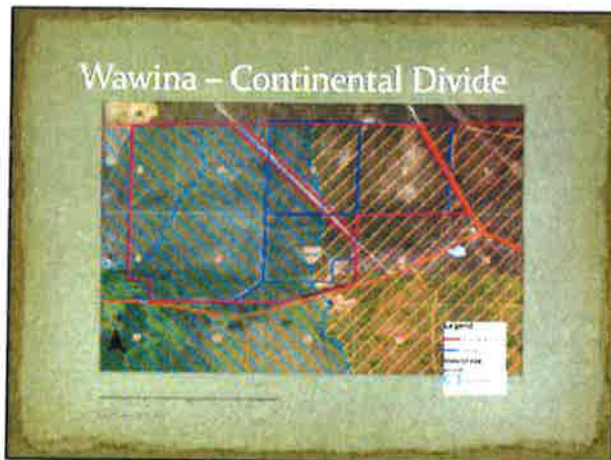
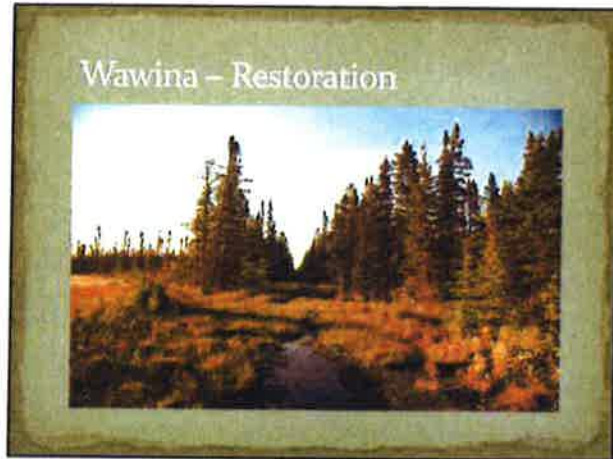


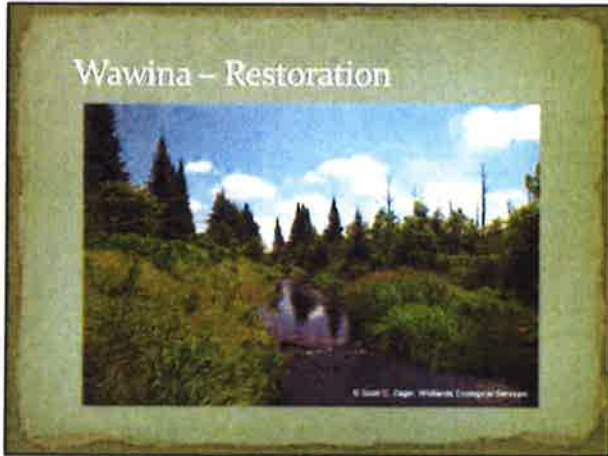
Judicial Ditch #1 - Site Map with Watershed Boundaries



Judicial Ditch #1 - Forest Cover Types







Revised Engineering

Task	Payment	Cost
Initial Agency Meeting	Lump Sum	\$1,750.00
Hydrologic Modeling	Lump Sum	\$6,400.00
Topographic Survey	Lump Sum	\$6,300.00
Project Design and Plan Set	Lump Sum	\$28,900.00
Total Costs of Modeling & Design		\$37,050.00

Unknown Construction Costs ?????

Potential

Use/Type	Area	Cost/ft	Cost/ft ²	Cost
Preservation	2,926.86	12.5%	365.86	\$3,984,188.18
Restoration	595.57	50.0%	297.79	\$3,242,933.10
Approximate Value based on \$0.25 per sq ft				\$7,227,121.28



**BOLTON
& MENK**

Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

Ph: (218) 825-0684
Fax: (218) 825-0685
Bolton-Menk.com

July 13, 2018

Mr. Rich Courtemanche
Aitkin County Land Department
209 2nd Street Northwest, Room 206
Aitkin, MN 56431

RE: Wetland Bank Services
Aitkin Wawina Peatland Preservation
Aitkin County, Minnesota

Dear Rich:

Bolton & Menk, Inc. (BMI) is pleased to present this proposal for professional engineering services related to the Aitkin Wawina Peatland Preservation project. The proposed design services are intended to be in compliance with the current Board of Soil and Water Resources (BWSR) and U.S. Army Corp of Engineers (USACE) requirements for wetland banking in Minnesota. This proposal will define our scope of work and provide you with an estimate of the cost of each phase of our services.

Bolton & Menk, Inc. looks forward to working with the Aitkin Country Land Department, the BWSR, the Minnesota Department of Natural Resources (MNDNR) and the USACE to help the County successfully complete this project.

This proposal is subject to the attached Terms of Proposal. If this proposal and the attached terms are acceptable, please secure the appropriate signatures and return one signed copy of this letter and the attached Scope of Services. This will constitute the professional services agreement between you and Bolton & Menk, Inc.

Thank you for considering Bolton & Menk, Inc., for your surveying and civil engineering needs. Bolton & Menk, Inc. puts a high priority on ensuring that our company's efforts are consistent with our client's needs. Please review the attached documents and contact me if you have any questions.

Sincerely,
Bolton & Menk, Inc.

Accepted by:

Bryan G. Drown, P.E.
Project Engineer

Signature

Date

Name: Aitkin Wawina Peatland Preservation
Date: July 13, 2018
Page: 2

I. DESCRIPTION OF PROPOSED PROJECT

This project will include the reestablishment of the historic hydrologic break between the Prairie/Willow River and St. Lawrence River watersheds. These watersheds were combined early last century when Judicial Ditch No. 1 (JD 1) was established in an effort to facilitate farming and peat mining. The proposed reestablishment will preserve the remaining peatland from future farming and mining. The restoration of the hydrologic boundaries of these watersheds is proposed to be accomplished by strategically placing ditch blocks within JD 1.

This project has been under review by the agencies since December of 2012. With the Scoping Document, Concept Plan and Full Application reviews complete, Bolton & Menk, Inc. has been asked to complete a hydrologic model of the site and surrounding area and to prepare an engineering plan set as the final phase of the permitting process.

In order to better understand the agency engineering requirements, Bolton & Menk will request a meeting with the BWSR engineering staff. This improved communication will ensure that Bolton & Menk fully understands each of the agency design suggestions, thereby streamlining the design process and allowing for the County to present a plan set that can be quickly approved by agency reviewing staff.

Bolton & Menk will model the existing and proposed design conditions to prepare a plan showing all proposed ditch plugs and filling in accordance with agency discussions. Generally, the agencies look for one ditch plug per foot of fall, with ditch fill consisting of organic material gathered from the site. Considering the relatively level nature of the site, Bolton & Menk will work closely with BWSR engineering staff to design an appropriate spacing pattern to complete the intended nature of the project. Typical plug cross-sections and specifications will be provided on the plans, detailing the construction of the plugs. Specifications on ditch fill will also be included with the plan set.

II. SCOPE OF WORK

Bolton & Menk, Inc. (BMI) will complete the following scope of work:

Task 1 – Initial Agency Meeting

BMI will request a meeting with agency review staff, including BWSR engineering staff. This meeting is anticipated to take place in St. Paul at the BWSR offices. BMI staff in attendance will include wetland specialists, hydrologist and design engineer. Aitkin County staff will also be invited, but County staff attendance is optional.

Task 2 – Hydrologic Modeling

A hydrologic and hydraulic model will be created using XP Solution's XPSWMM software. XPSWMM utilizes the Soil Conservation Service (SCS) Technical Release No. 20 (TR-20) hydrologic methodology to route watershed runoff through the system using a rainfall hydrograph. XPSWMM and the TR-20 methods were chosen because they can accurately model storage volumes and ponding durations as well as flow rates entering and leaving the area for various rainfall events.

For this study, we will use the recently published Atlas-14 rainfall data along with the MSE 3, 24-hour rainfall distribution. The hydrologic and hydraulic modeling will be used to help determine flow

Name: Aitkin Wawina Peatland Preservation
Date: July 13, 2018
Page: 3

conditions and potential impacts of the proposed project on adjacent properties. Bolton & Menk will provide a summary report detailing the findings of the hydrologic and hydraulic investigation.

Task 3 – Project Design and Plan Set

Based on the hydrologic modeling, survey data collected and LiDAR data, BMI will design the JD 1 alterations that will effectively restore the divide between the Prairie/Willow River and St. Lawrence River watersheds. This will include a detailed plan set that will depict plug locations, plug construction details, ditch fill locations and limited specifications within the plans. This Task includes subsequent design and drafting revisions to include special design considerations requested by the review agencies after submitting a draft set for their review and approval.

FEES

For the hydrologic modeling and design of the Aitkin Wawina Peatland Preservation Project, BMI proposes to complete the work described herein as follows:

TASK	FEE BASIS	COSTS
1. Initial Agency Meeting	Lump Sum	\$1,750.00
2. Hydrologic Modeling	Lump Sum	\$6,400.00
3. Project Design and Plan Set	Lump Sum	\$28,900.00
TOTAL COSTS OF MODELING AND DESIGN		\$37,050.00

This proposal does not include costs for:

- Bidding and construction specification documents
- Completing any outstanding permitting or the Final Mitigation Banking Instrument
- Management of the sale of wetland credits
- Easement and Title filing
- Forwarding proof of Easement and Title filing to BWSR Banking staff

If the County would like assistance in completing these tasks, we would be happy to submit a separate proposal for these services.

This proposal does not include any construction costs associated with the construction of ditch plugs or other structural aspects of the project. These costs may include, but are not limited to grading, structure construction and ditch manipulation.

AGREEMENT FOR PROFESSIONAL SERVICES Ver. 2016-08

STANDARD PROJECT-PUBLIC CLIENT

AITKIN COUNTY and BOLTON & MENK, INC.

This Agreement, made this 1st day of August, 2018, by and between Aitken County Land Department, 209 2nd Street NW #206, Aitken, MN 56431 ("CLIENT"), and BOLTON & MENK, INC., 1960 Premier Drive, Mankato, MN 56001, ("CONSULTANT").

WITNESS, whereas the CLIENT requires professional services in conjunction with the Aitkin Wawina Peatland Preservation ("Project") and whereas the CONSULTANT agrees to furnish the various professional services required by the CLIENT.

NOW, THEREFORE, in consideration of the mutual covenants and promises between the parties hereto, it is agreed:

SECTION I - CONSULTANT'S SERVICES

- A. The CONSULTANT agrees to perform the various Basic Services in connection with the proposed project as described in Exhibit I.
- B. Upon mutual agreement of the parties, Additional Services may be authorized as described in Paragraph IV.B.

SECTION II - THE CLIENT'S RESPONSIBILITIES

- A. The CLIENT shall promptly compensate the CONSULTANT in accordance with Section III of this Agreement.
- B. The CLIENT shall place any and all previously acquired information in its custody at the disposal of the CONSULTANT for its use. Such information shall include but shall not be limited boundary surveys, topographic surveys, preliminary sketch plan layouts, building plans, soil surveys, abstracts, deed descriptions, tile maps and layouts, aerial photos, utility agreements, environmental reviews, and zoning limitations. The CONSULTANT may rely upon the accuracy and sufficiency of all such information in performing services unless otherwise instructed, in writing, by CLIENT.
- C. The CLIENT will guarantee access to and make all provisions for entry upon public portions of the project and reasonable efforts to provide access to private portions and pertinent adjoining properties.
- D. The CLIENT will give prompt notice to the CONSULTANT whenever the CLIENT observes or otherwise becomes aware of any defect in the proposed project.
- E. The CLIENT shall designate a liaison person to act as the CLIENT'S representative with respect to services to be rendered under this Agreement. Said representative shall have the authority to transmit instructions, receive instructions, receive information, interpret and define the CLIENT'S policies with respect to the project and CONSULTANT'S services.

- F. The CONSULTANT'S services do not include legal, insurance counseling, accounting, independent cost estimating, financial advisory or "municipal advisor" (as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act 2010 and the municipal advisor registration rules issued by the SEC) professional services and the CLIENT shall provide such services as may be required for completion of the Project described in this Agreement.
- G. The CLIENT will obtain any and all regulatory permits required for the proper and legal execution of the Project. CONSULTANT will assist CLIENT with permit preparation and documentation to the extent described in Exhibit I.
- H. The CLIENT may hire, at its discretion, when requested by the CONSULTANT, an independent test company to perform laboratory and material testing services, and soil investigation that can be justified for the proper design and construction of the Project. The CONSULTANT shall assist the CLIENT in selecting a testing company. Payment for testing services shall be made directly to the testing company by the CLIENT and is not part of this Agreement. If CLIENT elects not to hire an independent test company, CLIENT shall provide CONSULTANT with guidance and direction on completing those aspects of design and construction that require additional testing data.

(Remainder of this page intentionally left blank)

SECTION III - COMPENSATION FOR SERVICES

A. FEES.

1. The CLIENT will compensate the CONSULTANT a Lump Sum (Fee) of \$ 37,050.00 for performance of Agreement services.
2. Additional Services as outlined in Section I.B will vary depending upon project conditions and will be billed in addition to the Lump Sum Fee on an hourly basis at the following rates:

Schedule of Fees

Employee Classification	Hourly Billing Rates
Sr. Project Manager - Principal Engineer	\$165
Project Engineer	\$120
Design Engineer	\$104
Wetland Scientist	\$105
Wetland Specialist	\$88
Administrative Support & Clerical	\$86
GPS/Robotic Survey Equipment	NO CHARGE
CAD/Computer Usage	NO CHARGE
Routine Office Supplies	NO CHARGE
Routine Photo Copying/Reproduction	NO CHARGE
Field Supples/Survey Stakes & Equipment	NO CHARGE
Mileage	NO CHARGE

3. The preceding Schedule of Fees shall apply for services provided through December 31, 2019. Hourly rates may be adjusted by CONSULTANT, in consultation with CLIENT, on an annual basis thereafter to reflect reasonable changes in its operating costs. Adjusted rates will become effective on January 1st of each subsequent year, upon written acceptance by CLIENT.
4. Rates and charges do not include sales tax, if applicable.
5. The rates in the Schedule of Fees include labor, general business and other normal and customary expenses associated with operating a professional business. Unless otherwise agreed in writing, the above rates include vehicle and personal expenses, mileage, telephone, survey stakes and routine expendable supplies; and no separate charges will be made for these activities and materials.

6. Additional services as outlined in Section I.B will vary depending upon project conditions and will be billed on an hourly basis at the rate described in Section III.A.2.
7. Expenses required to complete the agreed scope of services or identified in Paragraph III.A.7 will be invoiced separately, and include but are not limited to large quantities of prints; extra report copies; out-sourced graphics and photographic reproductions; document recording fees; special field and traffic control equipment rental; outside professional and technical assistance; geotechnical services; and other items of this general nature required by the CONSULTANT to fulfill the terms of this Agreement. CONSULTANT shall be reimbursed at cost plus an overhead fee (not-to-exceed 10%) for these Direct Expenses incurred in the performance of the work. Expenses are in addition to the Lump Sum.

B. PAYMENTS AND RECORDS

1. Payment to the CONSULTANT will be made by the CLIENT upon billing at intervals not more often than monthly of that part of the Fee in approximate proportion to the percentage of completed services and in accordance with herein terms.
2. If CLIENT fails to make any payment due CONSULTANT for undisputed services and expenses within 45 days after date of the CONSULTANT'S invoice, a service charge of one and one-half percent (1.5%) per month or the maximum rate permitted by law, whichever is less, will be charged on any unpaid balance.
3. In addition to the service charges described in preceding paragraph , if the CLIENT fails to make payment for undisputed services and expenses within 60 days after the date of the invoice, the CONSULANT may, upon giving seven days' written notice to CLIENT, suspend services and withhold project deliverables due under this Agreement until CONSULTANT has been paid in full all past due amounts for undisputed services, expenses and charges, without waiving any claim or right against the CLIENT and without incurring liability whatsoever to the CLIENT.
4. The CONSULTANT will maintain records that reflect all revenues, costs incurred and services provided in the performance of the Agreement. The CONSULTANT will also agree that the CLIENT, State, or their duly authorized representatives may, at any time during normal business hours and as often as reasonably necessary, have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the CONSULTANT which are relevant to the contract for a period of six years
5. Total fee for study and design services (Basic Fee) is estimated to be \$ 30,050.00. The payment of the Basic Fee to the CONSULTANT will be made by the CLIENT with the following limitations. Remainder of Lump Sum fee may be invoiced and will be paid on that part of the remaining fee in approximate proportion to the percentage of completed services. All other fees may be invoiced and will be paid on a not more than monthly basis, as provided.
 - a. Upon completion of the preliminary meeting, total payments to the CONSULTANT shall not exceed 5 percent of the Basic Fee.
 - b. Upon submittal of completed plans and specifications to the CLIENT, total payments to the CONSULTANT shall not exceed 95 percent of the Basic Fee.

- c. Additional Services shall be in addition to the Basic Fee and not subject to the foregoing limitations.

(Remainder of this page intentionally left blank)

SECTION IV - GENERAL

A. STANDARD OF CARE

Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions. No warranty, express or implied, is made.

B. CHANGE IN PROJECT SCOPE

In the event the CLIENT changes or is required to change the scope of the project from that described in Exhibit I, and such changes require Additional Services by the CONSULTANT, the CONSULTANT shall be entitled to additional compensation at the applicable hourly rates. To the fullest extent practical, the CONSULTANT shall give notice to the CLIENT of any Additional Services, prior to furnishing such Additional Services. The CONSULTANT shall furnish an estimate of additional cost, prior to authorization of the changed scope of work and Agreement will be revised in writing.

C. LIMITATION OF LIABILITY

1. **General Liability of CONSULTANT.** For liability other than professional acts, errors, or omissions, and to the fullest extent permitted by law, CONSULTANT shall indemnify, defend and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts and omissions of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants.
2. **Professional Liability of CONSULTANT.** With respect to professional acts, errors and omissions and to the fullest extent permitted by law, CONSULTANT shall indemnify and hold harmless CLIENT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by a negligent act or omission of CONSULTANT or CONSULTANT'S employees, agents, or subconsultants. This indemnification shall include reimbursement of CLIENT'S reasonable attorneys' fees and expenses of litigation, but only to the extent that defense is insurable under CONSULTANT's liability insurance policies.
3. **General Liability of Client.** To the fullest extent permitted by law and subject to the maximum limits of liability set forth in Minnesota Statutes Section 466.04, CLIENT shall indemnify, defend and hold harmless CONSULTANT from losses, damages, and judgments (including reasonable attorneys' fees and expenses of litigation) arising from third-party claims or actions relating to the Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, but only to the extent caused by the acts or omission of CLIENT or CLIENT'S employees, agents, or other consultants.

4. To the fullest extent permitted by law, CLIENT and CONSULTANT waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement, from any cause or causes.
5. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the CLIENT or the CONSULTANT. The CONSULTANT'S services under this Agreement are being performed solely for the CLIENT'S benefit, and no other entity shall have any claim against the CONSULTANT because of this Agreement or the performance or nonperformance of services provided hereunder.

D. INSURANCE

1. The CONSULTANT agrees to maintain, at CONSULTANT'S expense a commercial general liability (CGL) and excess umbrella general liability insurance policy or policies insuring CONSULTANT against claims for bodily injury, death or property damage arising out of CONSULTANT'S general business activities. The general liability coverage shall provide limits of not less than \$2,000,000 per occurrence and not less than \$2,000,000 general aggregate. Coverage shall include Premises and Operations Bodily Injury and Property Damage; Personal and Advertising Injury; Blanket Contractual Liability; Products and Completed Operations Liability.
2. The CONSULTANT also agrees to maintain, at CONSULTANT'S expense, a single limit or combined limit automobile liability insurance and excess umbrella liability policy or policies insuring owned, non-owned and hired vehicles used by CONSULTANT under this Agreement. The automobile liability coverages shall provide limits of not less than \$1,000,000 per accident for property damage, \$2,000,000 for bodily injuries, death and damages to any one person and \$2,000,000 for total bodily injury, death and damage claims arising from one accident.
3. CLIENT shall be named Additional Insured for the above CGL and Auto liability policies.
4. The CONSULTANT agrees to maintain, at the CONSULTANT'S expense, statutory worker's compensation coverage together with Coverage B, Employer's Liability limits of not less than \$500,000 for Bodily Injury by Disease per employee, \$500,000.00 for Bodily Injury by Disease aggregate and \$500,000 for Bodily Injury by Accident.
5. During the period of design and construction of the project, the CONSULTANT also agrees to maintain, at CONSULTANT'S expense, Professional Liability Insurance coverage insuring CONSULTANT against damages for legal liability arising from an error, omission or negligent act in the performance of professional services required by this agreement. The professional liability insurance coverage shall provide limits of not less than \$2,000,000 per claim and an annual aggregate of not less than \$2,000,000 on a claims-made basis.
6. Prior to commencement of this Agreement, each party will provide the other with certificates of insurance, showing evidence of required coverages. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement for any reason except non-payment of premium, until at least 30 days prior written notice has been given to the Certificate Holder, and at least 10 days prior written notice in the case of non-payment of premium

E. OPINIONS OR ESTIMATES OF CONSTRUCTION COST

Where provided by the CONSULTANT as part of Exhibit I or otherwise, opinions or estimates of construction cost will generally be based upon public construction cost information. Since the CONSULTANT has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the CLIENT and the CONSULTANT does not warrant or guarantee the accuracy of construction cost opinions or estimates. The CLIENT acknowledges that costs for project financing should be based upon contracted construction costs with appropriate contingencies.

F. CONSTRUCTION SERVICES

It is agreed that the CONSULTANT and its representatives shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall CONSULTANT have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at any Project site, nor for any failure of a Contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. CONSULTANT shall not be responsible for the acts or omissions of any Contractor.

G. USE OF ELECTRONIC/DIGITAL DATA

1. Because of the potential instability of electronic/digital data and susceptibility to unauthorized changes, copies of documents that may be relied upon by CLIENT are limited to the printed copies (also known as hard copies) that are signed or sealed by CONSULTANT. Except for electronic/digital data which is specifically identified as a project deliverable for this AGREEMENT or except as otherwise explicitly provided in this AGREEMENT, all electronic/digital data developed by the CONSULTANT as part of the Project is acknowledged to be an internal working document for the CONSULTANT'S purposes solely and any such information provided to the CLIENT shall be on an "AS IS" basis strictly for the convenience of the CLIENT without any warranties of any kind. As such, the CLIENT is advised and acknowledges that use of such information may require substantial modification and independent verification by the CLIENT (or its designees).
2. Provision of electronic/digital data, whether required by this Agreement or provided as a convenience to the Client, does not include any license of software or other systems necessary to read, use or reproduce the information. It is the responsibility of the CLIENT to verify compatibility with its system and long-term stability of media. CLIENT shall indemnify and hold harmless CONSULTANT and its Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting from third party use or any adaptation or distribution of electronic/digital data provided under this AGREEMENT, unless such third party use and adaptation or distribution is explicitly authorized by this AGREEMENT.

H. REUSE OF DOCUMENTS

1. Drawings and Specifications and all other documents (including electronic and digital versions of any documents) prepared or furnished by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the Project and CONSULTANT shall retain an ownership interest therein. Upon payment of all fees owed to the CONSULTANT, the CLIENT shall acquire a limited license in all identified deliverables (including Plans and Specifications, together with any other documents delivered to the CLIENT or to others on behalf of the CLIENT) for any reasonable use relative to the Project and the general operations of the CLIENT. Such limited license to Owner shall not create any rights in third parties.
2. CLIENT may make and disseminate copies for information and reference in connection with the use and maintenance of the Project by the CLIENT. However, such documents are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse by CLIENT or, any other entity acting under the request or direction of the CLIENT, without written verification or adaptation by CONSULTANT for such reuse will be at CLIENT'S sole risk and without liability or legal exposure to CONSULTANT and CLIENT shall indemnify and hold harmless CONSULTANT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting from such reuse.

I. CONFIDENTIALITY

CONSULTANT agrees to keep confidential and not to disclose to any person or entity, other than CONSULTANT'S employees and subconsultants any information obtained from CLIENT not previously in the public domain or not otherwise previously known to or generated by CONSULTANT. These provisions shall not apply to information in whatever form that comes into the public domain through no fault of CONSULTANT; or is furnished to CONSULTANT by a third party who is under no obligation to keep such information confidential; or is information for which the CONSULTANT is required to provide by law or authority with proper jurisdiction; or is information upon which the CONSULTANT must rely for defense of any claim or legal action.

J. PERIOD OF AGREEMENT

This Agreement will remain in effect for the longer of a period of two (2) years or such other explicitly identified completion period, after which time the Agreement may be extended upon mutual agreement of both parties.

K. TERMINATION

This Agreement may be terminated by either party for any reason or for convenience by either party upon seven (7) days written notice. In the event of termination, the CLIENT shall be obligated to the CONSULTANT for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination, computed in accordance with Section III of this Agreement.

L. INDEPENDENT CONTRACTOR

Nothing in the Agreement is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the

CONSULTANT or any of its employees as the agent, representative, or employee of the CLIENT for any purpose or in any manner whatsoever. The CONSULTANT is to be and shall remain an independent contractor with respect to all services performed under the Agreement.

M. CONTINGENT FEE

The CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from award or making of this Agreement.

N. NON-DISCRIMINATION

The provisions of any applicable law or ordinance relating to civil rights and discrimination shall be considered part of this Agreement as if fully set forth herein. **The CONSULTANT is an Equal Opportunity Employer** and it is the policy of the CONSULTANT that all employees, persons seeking employment, subcontractors, subconsultants and vendors are treated without regard to their race, religion, sex, color, national origin, disability, age, sexual orientation, marital status, public assistance status or any other characteristic protected by federal, state or local law.

O. ASSIGNMENT

Neither party shall assign or transfer any interest in this Agreement without the prior written consent of the other party.

P. SURVIVAL

All obligations, representations and provisions made in or given in Section IV of this Agreement will survive the completion of all services of the CONSULTANT under this Agreement or the termination of this Agreement for any reason.

Q. SEVERABILITY

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon CLIENT and CONSULTANT, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

R. CONTROLLING LAW

This Agreement is to be governed by the law of the State of Minnesota.

S. DISPUTE RESOLUTION

CLIENT and CONSULTANT agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice of dispute prior to proceeding to formal dispute resolution or exercising their rights under law. Any claims or disputes unresolved after good faith negotiations shall then be submitted to mediation using a neutral from the Minnesota District Court Rule 114 Roster, or if mutually agreed at time of dispute submittal, a neutral from the American

Arbitration Association Construction Industry roster. If mediation is unsuccessful in resolving the dispute, then either party may seek to have the dispute resolved by bringing an action in a court of competent jurisdiction.

T. MINNESOTA GOVERNMENT DATA PRACTICES ACT

All data collected, created, received, maintained, or disseminated, or used for any purposes in the course of the CONSULTANT'S performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Section 13.01, et seq. or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The Consultant agrees to abide by these statutes, rules and regulations and as they may be amended. In the event the CONSULTANT receives a request to release data, it shall notify CLIENT as soon as practical. The CLIENT will give instructions concerning release of data to requesting party and CONSULTANT will be reimbursed as Additional Services by CLIENT for its reasonable expenses in complying with the request.

U. ETHICAL STANDARDS

No member, officer, employee or agent of the Aitkin County or of a local public body thereof during his or her tenure or for one year thereafter, shall have any interest, direct or indirect, in this Agreement or the benefits therefrom.

SECTION V - SIGNATURES

THIS INSTRUMENT embodies the whole agreement of the parties, there being no promises, terms, conditions or obligation referring to the subject matter other than contained herein. This Agreement may only be amended, supplemented, modified or canceled by a duly executed written instrument signed by both parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf.

CLIENT: _____

CONSULTANT: Bolton & Menk, Inc.



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: 8-14-18

Title of Item: Award Contract No. 20185

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <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: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 10 minutes
Summary of Issue: Bids were opened on Monday, July 30, for Contract No. 20185 which includes the following project: SAP 001-600-018 - Bituminous paving of portions of Glen Township Roads totaling 1.8 miles on 280th Street/315th Avenue/292nd Street from TH 47 in Glen to the Clear Lake Public Access; Glen Township submitted an application for \$290,000 of Minnesota DNR State Park Road Account funds for this project in November, 2017. They were notified in April 2018 that the grant had been approved. The abstract of bids and contract award resolution are attached. Note that the grant amount has subsequently been revised by the Minnesota DNR to cover the \$398,085.20 bid cost of the project.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve award resolution.		
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> Estimated total cost: \$398,085.20 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Due to the timing of the grant award, this project was not included in the 2018 budget. All costs of the project will be covered by State Park Road Account funds and Glen Township funds, per written agreement with the township.		

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

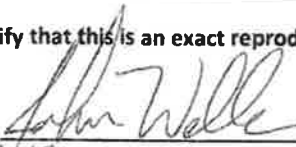
**Aitkin County
Contract Bid Abstract**

Project Name: Bituminous Paving of 280th St/315th Ave/292nd St
Project No.: SAP 001-600-018
Bid Opening: 7/30/2018 at 2:00 PM

Contract No.: 20185
Client: Aitkin County
Owner: Aitkin, Minnesota

Project: SAP 001-600-018 - Bituminous Paving of 280th St/ 315th Ave/292nd St				Engineers Estimate		Anderson Brothers Construction Company of Brainerd LLC- Brainerd, MN		Knife River-Sauk Rapids, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2021.5 MOBILIZATION	LS	1	\$9,000.00	\$9,000.00	\$11,000.00	\$11,000.00	\$15,000.00	\$15,000.00
2	2051.5 MAINT & RESTORATION OF HAUL ROADS	LS	1	\$500.00	\$500.00	\$1.00	\$1.00	\$1.00	\$1.00
3	2101.5 CLEARING & GRUBBING	LS	1	\$8,000.00	\$8,000.00	\$14,000.00	\$14,000.00	\$25,000.00	\$25,000.00
4	2104.5 REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	48	\$10.00	\$480.00	\$16.50	\$792.00	\$50.00	\$2,400.00
5	2105.51 GRANULAR BORROW (LV)	CY	219	\$20.00	\$4,380.00	\$29.00	\$6,351.00	\$37.00	\$8,103.00
6	2112.6 SUBGRADE PREPARATION (P)	LS	1	\$2,800.00	\$2,800.00	\$6,600.00	\$6,600.00	\$11,500.00	\$11,500.00
7	2118.51 AGGREGATE SURFACING CLASS 5	TON	1444	\$16.00	\$23,104.00	\$23.00	\$33,212.00	\$18.00	\$25,992.00
8	2232.6 MILL BITUMINOUS PAVEMENT (FULL DEPTH)	SY	1522	\$4.00	\$6,088.00	\$3.60	\$5,479.20	\$3.40	\$5,174.80
9	2357.51 BITUMINOUS MATERIAL FOR TACK COAT	GAL	1264	\$1.00	\$1,264.00	\$2.00	\$2,528.00	\$2.00	\$2,528.00
10	2360.51 TYPE SP 9.5 WEARING COURSE MIX (2,B) SPEC	TON	4730	\$50.00	\$236,500.00	\$58.00	\$274,340.00	\$58.00	\$274,340.00
11	2540.6 MAIL BOX SUPPORT	EACH	42	\$105.00	\$4,410.00	\$110.00	\$4,620.00	\$110.00	\$4,620.00
12	2540.6 RELOCATE MAIL BOX SUPPORT	EACH	1	\$100.00	\$100.00	\$110.00	\$110.00	\$100.00	\$100.00
13	2563.6 TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$2,750.00	\$2,750.00	\$5,500.00	\$5,500.00
14	2574.51 COMMON TOPSOIL BORROW	CY	664	\$20.00	\$13,280.00	\$43.00	\$28,552.00	\$40.00	\$26,560.00
15	2575.5 TURF ESTABLISHMENT	LS	1	\$5,000.00	\$5,000.00	\$7,750.00	\$7,750.00	\$6,000.00	\$6,000.00
Totals for Project SAP 001-600-018						\$316,906.00		\$398,085.20	\$412,818.80
% of Estimate for Project SAP 001-600-018								25.62%	30.27%
Totals for Contract 20185						\$316,906.00		\$398,085.20	\$412,818.80
% of Estimate for Contract 20185								25.62%	30.27%

I hereby certify that this is an exact reproduction of bids received.

Certified By:  License No. 24340
 Date: 7-30-18

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

ADOPTED August 14, 2018

By Commissioner: xx

20180814-0xx

Award Contract No. 20185

WHEREAS, Contract No. 20185 is for construction of S.A.P. 001-600-018, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, July 30, 2018 with a total of two bids received, and

WHEREAS, Anderson Brothers Construction Company of Brainerd LLC was the lowest responsible bidder in the amount of \$398,085.20.

THEREFORE, BE IT RESOLVED, that Anderson Brothers Construction Company of Brainerd LLC is awarded Contract No. 20185.

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

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 14th day of August, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of August, 2018

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: 8-14-18

Title of Item: Contact 20182 Update

<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 type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Bids were opened for Contract 20182 on May 21, 2018 with the low bid of \$3,489,566.86 from Knife River being 10.46% above the estimated cost of \$3,159,029.50. The increased cost was due to the Husky Refinery fire in Superior that affected the availability of PG 58H-34 oil that was specified for two of the projects in this contract.</p> <p>Although the bid award was tabled at the 5-22-18 Board of Commissioners Meeting, Knife River's low bid was awarded at a special Board of Commissioners Meeting on 6-5-18.</p> <p>With Contract 20182 now executed, the attached Contract Change Orders have also been executed with Knife River. From these change orders, a price adjustment of \$12.60 per ton was offered by Knife River for changing the bituminous mix design to a Warm Mix Asphalt design utilizing PG 58S-28 oil with Evotherm Additive instead of PG 58H-34 oil. This mix design is expected to perform as well as the originally specified mix design based on it's use in other counties.</p> <p>This adjustment results in the revised bid contract cost being \$3,148,287.86, 0.3% below the estimated cost of \$3,149,029.50.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

City/County of Aitkin, Minnesota

Change Order No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 001-612-021	LOCAL PROJECT NO. SAP 001-612-021	CONTRACT NO. 20182
CONTRACTOR NAME AND ADDRESS Knife River 4787 SHADOW WOOD DR NE SAUK RAPIDS, MN 56379		LOCATION OF WORK Oriole Ave to N jct. CSAH 39-5 mi SW from Aitkin	
		TOTAL CHANGE ORDER AMOUNT (\$175,140.00)	

The contractor has requested to substitute Type SP 9.5 Wearing Course Mix (2,B) Spec with Ingevity warm mix asphalt additive Evotherm in place of 2360.509 Type SP 9.5 Wearing Course Mix (2,C) for a price reduction of \$12.60 per ton.

The engineer has determined that this substitution is acceptable for the proposed price reduction with the following condition. Target maximum asphalt production temperature at the bituminous plant shall be 225 degrees F to 240 degrees F. Temperatures greater the 240 degrees F will be allowed for initial plant warm-up each day as approved by the Engineer. Beyond initial plant warm-up each day, production temperatures greater than 240 degrees F will not be allowed without prior approval by the Engineer.

The contractor may proceed with the substitution with the price reduction applied on this Change Order.

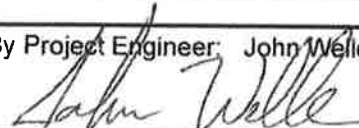

COST BREAKDOWN

Item No.	Item	Unit	Unit Price	Quantity	Amount
2360.609	AC SUBSTITUTION PRICE REDUCTION	TON	(\$12.60)	13900	(\$175,140.00)
Change Order No. 1 Total:					(\$175,140.00)

* Funding category is required for federal projects.

CHANGE IN CONTRACT TIME (check one)
Due to this change the Contract Time:

a. Is Increased by _____ Working Days b. Is Not Changed
 Is Decreased by _____ Working Days
 Is Increased by _____ Calendar Days c. May be revised if work affected the controlling operation
 Is Decreased by _____ Calendar Days

Approved By Project Engineer: <u>John Welle</u>	Approved By Contractor: <u>Knife River</u>
Signed: <u></u>	Signed: <u></u>
Date: <u>6-5-18</u> Phone: <u>(218) 927-7469</u>	Date: <u>6-8-18</u> Phone: <u>(320) 258-2943</u>

The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: _____ Federal Funding _____ State Aid Funding _____ Local funds

District State Aid Engineer: _____ Date: _____

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

City/County of Aitkin, Minnesota

Change Order No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO.	LOCAL PROJECT NO. CP 001-053-003	CONTRACT NO. 20182
CONTRACTOR NAME AND ADDRESS Knife River 4787 SHADOW WOOD DR NE SAUK RAPIDS, MN 56379		LOCATION OF WORK	
		TOTAL CHANGE ORDER AMOUNT (\$165,879.00)	

The contractor has requested to substitute Type SP 9.5 Wearing Course Mix (2,B) Spec with Ingevity warm mix asphalt additive Evotherm in place of 2360.509 Type SP 9.5 Wearing Course Mix (2,C) for a price reduction of \$12.60 per ton.

The engineer has determined that this substitution is acceptable for the proposed price reduction with the following condition. Target maximum asphalt production temperature at the bituminous plant shall be 225 degrees F to 240 degrees F. Temperatures greater the 240 degrees F will be allowed for initial plant warm-up each day as approved by the Engineer. Beyond initial plant warm-up each day, production temperatures greater than 240 degrees F will not be allowed without prior approval by the Engineer.

The contractor may proceed with the substitution with the price reduction applied on this Change Order.

COST BREAKDOWN

Item No.	Item	Unit	Unit Price	Quantity	Amount
2360.609	AC SUBSTITUTION PRICE REDUCTION	TON	(\$12.60)	13165	(\$165,879.00)
Change Order No. 1 Total:					(\$165,879.00)

* Funding category is required for federal projects.

CHANGE IN CONTRACT TIME (check one)
Due to this change the Contract Time:

a. Is Increased by _____ Working Days b. Is Not Changed
 Is Decreased by _____ Working Days
 Is Increased by _____ Calendar Days c. May be revised if work affected the controlling operation
 Is Decreased by _____ Calendar Days

Approved By Project Engineer: John Welle	Approved By Contractor: Knife River
Signed <u><i>John Welle</i></u>	Signed <u><i>[Signature]</i></u>
Date: <u>6-5-18</u> Phone: (218) 927-7469	Date: <u>6-8-18</u> Phone: (320) 258-2943

The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: _____ Federal Funding _____ State Aid Funding _____ Local funds

District State Aid Engineer: _____ Date: _____



Board of County Commissioners Agenda Request

60
Agenda Item #

Requested Meeting Date: 8-14-18

Title of Item: 2019 Budget Presentation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 30 minutes
Summary of Issue: Attached are the detailed budget sheets for the proposed Highway Department Budget including the Operations, Capital Equipment/Facilities, and Capital Infrastructure Budgets. Also included is the proposed five-year capital equipment/facilities program and the five-year capital road construction program. The budget will be summarized by a brief presentation.		
Alternatives, Options, Effects on Others/Comments: NA		
Recommended Action/Motion: Discussion only, for future action.		
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.

2019 Highway Department Budget Summary

Revenue:

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
Operating	\$ 4,759,287	\$ 4,504,695	\$ 4,281,077	\$ 1,544,169	\$ 4,269,377
Capital Equipment/Facilities	\$ 509,900	\$ 555,200	\$ 571,600	\$ -	\$ 625,000
Capital Infrastructure	\$ 6,846,484	\$ 3,748,789	\$ 8,058,600	\$ 189,576	\$ 4,255,000
Planned Use of Existing Funds					\$ 150,000
Total:	\$ 12,115,670	\$ 8,808,684	\$ 12,911,277	\$ 1,733,745	\$ 9,299,377

Expenditures:

Operating	\$ 4,119,768	\$ 4,050,886	\$ 4,273,360	\$ 1,841,553	\$ 4,419,377
Capital Equipment/Facilities	\$ 819,105	\$ 126,816	\$ 571,600	\$ 8,196	\$ 625,000
Capital Infrastructure	\$ 6,846,848	\$ 5,255,463	\$ 8,493,600	\$ 120,172	\$ 3,775,000
Total:	\$ 11,785,721	\$ 9,433,165	\$ 13,338,560	\$ 1,969,921	\$ 8,819,377

2019 Highway Department Budget Levy Revenue Summary

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2018 Budget
Operating	\$ 1,527,886	\$ 1,384,570	\$ 1,365,150	\$ -	\$ 1,292,447
Capital Equipment/Facilities	\$ 509,900	\$ 555,200	\$ 571,600	\$ -	\$ 625,000
Capital Infrastructure	\$ 600,000	\$ 600,000	\$ 600,000	\$ -	\$ 600,000
Total:	\$ 2,637,786	\$ 2,539,770	\$ 2,536,750	\$ -	\$ 2,517,447

% Increase Over Previous Year's Budget:

-0.76%

Highway Department Operations Budget Fund 003

Revenue:

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
5001 Taxes, Aids, etc.	1,528,034	1,384,960	1,365,150	-	1,292,447
5227 Twp Road Allotment Gas Tax	378,304	378,264	400,400	442,343	452,000
5330 State Grants - Disaster Funds	-	162,519	-	-	-
5425 Federal Grants - FEMA	-	-	-	-	-
5430 Federal FHWA - ER Funds	-	-	-	-	-
5840 Misc. Refunds and Reimbursements	216,373	54,979	46,907	13,872	40,000
5846 State-aid: Town Bridge Funds	-	32,706	5,000	-	-
5848 County Bridge Bonding	-	-	-	-	-
5850 State-aid: Regular Construction Funds	126,604	120,522	50,000	-	90,000
5851 State-aid: Municipal Construction Funds	-	-	50,000	-	10,000
5852 State-aid: Regular Maintenance Funds	1,840,441	1,840,288	1,960,620	986,235	1,970,000
5853 State-aid: Municipal Maintenance Funds	107,940	107,725	105,000	63,621	130,000
5854 Township/City/Public Drainage Ditch Receipts	313,566	347,125	282,000	21,122	269,500
5855 Individual Receipts	14,722	14,466	13,000	6,829	11,430
5857 Culverts (Individual) Receipts	2,680	4,488	2,000	302	2,000
5866 Auction Receipts	10,972	4,946	1,000	3,769	2,000
5881 Wetland Bank Credits	219,650	51,708	-	6,077	-
Total Revenue:	\$ 4,759,287	\$ 4,504,695	\$ 4,281,077	\$ 1,544,169	\$ 4,269,377

Highway Department Operations Budget Fund 003

Department 301 (Administration) Expenditures:

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
6101 Salaries, Full Time	339,220	340,123	342,456	146,998	342,407
6102 Salaries, Part Time	-	-	-	-	
6108 Meals Reimbursed	170	142	200	14	200
6109 Overtime	-	-	-	-	
6124 Medicare - Employer (1.45%)	4,733	4,602	4,965	2,022	4,965
6148 Employer Deductible Contribution- H.S.A.	11,350	12,209	12,379	5,158	12,040
6150 Health Insurance - Employer	27,156	46,136	47,485	19,785	48,621
6152 Life Insurance - Employer	222	215	272	86	202
6154 Long Term Disability - Employer	494	744	1,335	288	686
6159 PERA - Employer	23,534	23,805	24,758	10,374	24,755
6165 FICA - Employer (6.2%)	19,605	19,439	21,232	8,645	21,229
6205 Postage	982	796	1,200	574	1,000
6234 Background Checks	-	-	-	-	
6240 Dues	2,518	2,960	3,000	3,010	3,050
6241 Registration Fees/Prof. Serv./Printing	1,791	1,764	2,000	1,202	1,500
6250 Telephone	-	-	-	-	
6296 Meeting Expenses	3,601	1,643	4,000	1,385	2,000
6300 Service Contracts	11,095	12,183	13,490	2,713	13,490
6330 Highway Travel	24	-	-	-	
6352 Insurance	22,478	12,854	13,240	46,737	45,000
6353 Workers Compensation Insurance	3,692	5,241	5,400	4,722	4,960
6400 Supplies and Materials	5,879	4,774	5,000	1,870	5,000
Total Administration Expenditures:	\$ 478,544	\$ 489,631	\$ 502,412	\$ 255,582	\$ 531,105

Highway Department Operations Budget Fund 003

Department 302 (Engineering) Expenditures:

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
6101 Salaries, Full Time	272,206	255,159	315,929	118,749	325,420
6102 Salaries, Part Time	4,044	6,640	7,756	-	7,457
6108 Meals Reimbursed	84	31	100	84	100
6109 Overtime	34,797	30,240	41,517	1,022	42,903
6124 Medicare - Employer (1.45%)	4,371	4,117	5,295	1,683	5,448
6148 Employer Deductible Contribution- H.S.A.	1,000	2,260	2,260	942	2,260
6150 Health Insurance - Employer	52,232	53,689	68,845	22,360	73,052
6152 Life Insurance - Employer	217	216	393	92	323
6154 Long Term Disability - Employer	163	168	270	65	161
6159 PERA - Employer	22,541	21,283	26,809	8,983	27,626
6165 FICA - Employer (6.2%)	18,688	17,606	22,642	7,194	23,298
6296 Meeting Expense/Physicals	2,951	363	3,000	1,093	2,500
6353 Workers Compensation Insurance	3,102	2,038	3,000	2,613	2,750
6411 Safety Footwear	221	269	725	253	725
6449 Engineering Supplies	5,230	2,831	5,000	1,876	6,000
6820 Health Insurance Fund	-	-	-	-	-
Total Engineering Expenditures:	\$ 421,846	\$ 396,910	\$ 503,541	\$ 167,009	\$ 520,023

Highway Department Operations Budget Fund 003

Department 303 (Road Maintenance) Expenditures:

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
6101 Salaries, Full Time	926,068	941,805	984,113	384,427	977,957
6102 Salaries, Part Time	4,939	-	11,182	-	30,547
6108 Meals Reimbursed	32	-	100	-	100
6109 Overtime	43,425	34,772	49,171	30,597	49,900
6124 Medicare - Employer (1.45%)	13,727	13,749	15,143	5,793	15,350
6148 Employer Deductible Contribution- H.S.A.	4,000	5,248	5,520	942	2,260
6150 Health Insurance - Employer	216,776	225,842	244,590	102,660	246,212
6152 Life Insurance - Employer	1,016	975	1,245	391	951
6154 Long Term Disability - Employer	342	319	573	96	295
6159 PERA - Employer	71,909	71,760	77,501	30,612	77,087
6165 FICA - Employer (6.2%)	58,695	58,790	64,754	24,768	65,622
6254 Utilities	50,870	49,996	55,000	23,546	55,000
6296 Meeting Expense/Physicals	2,113	2,244	2,100	1,310	2,000
6297 Shop Fuel	14,599	14,722	16,000	15,923	17,000
6298 Shop Maintenance and supplies	55,610	50,837	55,000	20,140	54,000
6352 Insurance	5,405	4,758	4,900	4,470	4,700
6353 Workers Compensation Insurance	78,129	60,691	62,500	56,469	59,300
6411 Safety Footwear	2,168	1,820	2,465	835	2,465
6513 Motor Fuel and Lubricants	184,222	200,419	205,000	67,030	222,400
6514 Pavement Striping	34,405	49,301	62,150	-	46,355
6515 Culverts	42,168	36,470	30,000	-	30,000
6516 Signs and Posts	13,619	7,384	15,000	4,659	12,000
6517 Asphalt, Crack Sealant, Etc	62,000	25,857	30,000	-	30,000
6518 De-icing Salt	115,068	117,883	140,000	48,454	96,260
6519 Gravel & Royalty	74,288	198,107	150,000	22,227	130,000
6520 Calcium Chloride	319,082	244,915	260,000	-	196,488
6521 Other Maintenance Supplies/Services(Road only)	85,613	26,602	15,000	1,961	205,000
6524 Sand for Salt Mixture	26,762	19,121	28,000	-	30,000
6590 Repair and Maintenance of Equipment	274,913	285,382	250,000	97,798	225,000
6820 Approach Deposit Refund	-	-	-	-	-
6825 Municipal Maintenance Agreements	59,111	36,314	30,000	31,512	32,000
6830 Twp Road Allotment Gas Tax	378,304	378,264	400,400	442,343	452,000
Total Road Maintenance Expenditures:	\$ 3,219,377	\$ 3,164,345	\$ 3,267,407	\$ 1,418,962	\$ 3,368,249
Grand Total Operations Expenditures:	\$ 4,119,768	\$ 4,050,886	\$ 4,273,360	\$ 1,841,553	\$ 4,419,377

Highway Department Capital Equipment and Facilities Budget Fund 308

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
Revenue:					
5001 Taxes, Aids, etc.	509,900	555,200	571,600	-	625,000
5840 Miscellaneous Receipts	-	-	-	-	
Total Revenue:	\$ 509,900	\$ 555,200	\$ 571,600	\$ -	\$ 625,000
Expenditures:					
6600 Capital Outlay - Facilities	17,296	20,938	130,000	-	130,000
6600 Capital Outlay - Equipment	801,810	105,878	441,600	8,196	495,000
Total Expenditures:	\$ 819,105	\$ 126,816	\$ 571,600	\$ 8,196	\$ 625,000

ADMIN
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #621		11/30/94										
Office Desks - Acct & Office Assistant		\$ 2,754.09	20									
Unit #631		03/06/00										
Office Furniture - Engineer		\$ 3,031.74	10									
Unit #632		03/06/00										
Office Furniture - Asst Engineer		\$ 2,323.78	10									
Unit #633		03/06/00										
Office Furniture - ROW/Permit Agent		\$ 2,126.53	10									
Unit #635		02/02/01										
Conference Room Furniture		\$ 2,642.74	10									
Unit #637		1/31/2003										
Office Furniture - Surveyor		\$ 1,385.64	10									
Unit #644		08/21/15										
Computer - Maintenance Foremen		\$ 905.00	4			1,200				1,200		
Unit #646		11/27/2007										
NEC Projector		\$ 1,261.73										
Unit #648		5/22/2008										
Engineer Tech Desks/Chairs		\$ 2,896.81	5									
Unit #652 (John)		08/27/09										
Laptop Thinkpad W500- Engineer		\$ 1,793.58	4	1,900								
Unit #653 (Carol)		11/13/2014										
Office Assistant Computer		\$ 905.00	4	1,400				1,400		1,400		
Unit #657 (John)		06/21/2013										
Engineer Computer		\$ 1,159.59	4				1,400			1,400		\$1,400 in 2017
Unit #658 (Sarah)		12/7/2016										
Accountant Computer		\$ 910.00	4			1,200				1,200		
Unit #659 (Conrad)		12/7/2016										
ROW/Permit Agent Computer		\$ 1,288.00	4			1,200				1,200		
Unit #660 (Mike)		12/07/16										
Asst. Engineer Computer		\$ 1,288.00	4			1,200				1,200		
Unit #785		10/1/2013										
NewRoads ACS Software		\$ 9,084.38	30									
Unit #783 (Surveyor)		10/31/2012										
Computer		\$ 1,432.96	4				1,400			1,400		\$1,400 in 2017
Scott Computer												
Total:				\$ 4,700	\$ -	\$ 4,800	\$ 2,800	\$ 2,800	\$ -	\$ 10,400	R&B levy	

ATV
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE						5 YEAR TOTAL	FUNDING SOURCE	COMMENTS	
				2018	2019	2020	2021	2022				2023
Unit #13 2011 Polaris 500 Ranger ATV	4XARIH50A6BB070008 1,701 miles	4/15/2011 \$ 9,894.94	08									
Unit #720: 1998 Polaris ATV	4XAACH2A2WB052100 1,941 miles	05/13/98 \$ 4,897.94	8									
Total:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		R&B levy

BELLY DUMPS
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE						5 YEAR TOTAL	FUNDING SOURCE	COMMENTS	
				2018	2019	2020	2021	2022				2023
Unit #499 Red River Belly Dump	1R9BD423XS1051056 151,800 miles	05/04/95 \$ 26,417.80	20									
Unit #500: Ranco Belly Dump	1R9BSE608PL008911 241,658 miles	01/14/94 \$ 28,235.00	20			50,000				50,000		
Unit #501: Red River Belly Dump	4ZYBD42311000233 117,583 miles	05/22/01 \$ 28,462.32	20									
Total:				\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000		R&B levy

CONST
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #435: (Drill Rig) 1986 Ford Pickup	1FTEF26NGPB86481 136,217 miles	02/20/96 \$ 5,872.50	05									
Unit #709: Pin Finder Locator FT150	45B9086F	01/01/89 \$ 500.00	10									
Unit #711: Concrete Air Tester	P116	04/07/95 \$ 575.18	20									
Unit #718: Laser Level	14165	06/06/97 \$ 2,337.68	10									
Unit #726: Course Sieve Shaker		06/19/01 \$ 3,522.26	5									
Unit #727 Digital Scale		03/27/02 \$ 1,452.00	5									
Unit #731 One Office DataBase/Egram		9/2/2005 \$ 15,763.93	10									
Unit #732 Leica Total Station	220394	4/19/2006 \$ 36,160.19	8						40,000	40,000		
Unit #737 EaglePoint Software		12/20/2007 \$ 6,304.82	5									
Unit #738 HP Laserjet 5200 DTN Printer		11/27/2012 \$ 2,396.00	8									
Unit #739 Autocad Civil 3D 2017		1/12/2017 \$ 41,224.62	5									
Unit #769 Toughbooks #1		9/21/2011 \$ 1,757.03	5									\$1,400 in 2017
Unit #772 Ipad - Sign Truck		9/2/2015 \$ 930.97	4			1,200				1,200		
Unit #773 Trimble GPS		2/20/2009 \$ 54,895.96	8	60,000								
Unit #774 Eaglepoint AutoCAD Map		1/7/2009 \$ 22,562.89	8									
Unit 776 Extra Engineer Station Computer		5/13/2009 \$ 1,039.44	4									
Unit #777 Nikon Auto Level		6/3/2009 \$ 1,050.94	1									
Unit #778 E-TimeCard		12/24/2009 \$ 9,570.00										
Unit #783 Surveyor Computer		10/31/2012 \$ 1,432.96	4									
Unit #784 Engineer Tech Computer #5		4/14/2013 \$ 1,159.59	4	1,400								
Unit #786 Eng. Tech Desktop Computers - 4		1/1/2018 \$ 6,664.36	4				6,000			6,000		
Unit #787 Eng. Tech Laptop's - 4		1/1/2018 \$ 7,210.80	4						8,000	8,000		
Total:				\$ 61,400	\$ -	\$ 1,200	\$ 6,000	\$ -	\$ 48,000	\$ 55,200	R&B levy	

DUMP TRUCKS
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #126: (Swatara - Florian) 2000 Ford Single Axle	2FZHDJBB0YAB12881 96,442 miles	10/22/99 \$ 89,105.34	08				180,000			180,000		acquire in 2021
Unit #127: (Jacobson - Butch) 2000 Ford Single Axle	2FZHOJBB2YAB12882 109,026 miles	10/22/99 \$ 93,834.69	08		85,000					85,000		Acquire used 4WD?
Unit #128: (Palisade - Greg) 2001 Sterling LT9511	2FZHAZAS31AJ37253 278,552 miles	04/17/01 \$ 110,632.06	08				200,000			200,000		acquire in 2021
Unit #131: (McGrath - John) 2001 Sterling LT9511	2FZHAZAS91AJ37256 187,805 miles	04/17/01 \$ 109,972.80	08					200,000		200,000		acquire in 2021
Unit #132: (Aitkin - Rick) 2007 Mack CV713	1M2AG11C37M066989 260,129 miles	12/1/2006 \$ 144,048.55	08	40,000						-		\$150k in 2017 acquire in 2018
Unit #133: (Palisade - Don) 2007 Mack CV713	1M2AG11CX7M066990 228,931 miles	12/13/2006 \$ 144,048.55	08		190,000					190,000		acquire in 2018
Unit #134: (McGregor - Dave) 2007 Mack CV713	1MAG11C17M066991 248,381 miles	12/1/2006 \$ 144,048.55	08	10,000	180,000					180,000		acquire in 2018
Unit #135: (Aitkin - Duane) 2012 International Tandem	1HTGRSJT1CJ634654 121,848 miles	2/13/2012 \$ 180,115.33	8							-		
Unit #136: (Aitkin - Randy) 2012 International Tandem	1HTGRSJT1CJ634655 123,507 miles	2/13/2012 \$ 180,115.32	8					50,000	160,000	210,000		
Unit 137: (Scott - McGregor) 2012 International Tandem	1HTGRSJT1CJ634656 89,695 miles	2/13/2012 \$ 181,528.21	8							-		
Unit 138: (Aitkin - Al) 2012 International Tandem	1HTGRSJT1CJ634657 106,432 miles	2/13/2012 \$ 181,837.07	8							-		
Unit 139: (McGregor - Ben) 2016 Mack GU 713	1M2AX09C5GM031563 37,191 miles	11/25/2015 \$ 182,454.37	8							-		
Unit 140: (Palisade - Gary) 2016 Mack GU 713	1M2AX09C7GM031564 27,765 miles	11/25/2015 \$ 182,454.37	8							-		
Unit 141: (McGrath - Randy) 2016 Mack GU 713	1M2AX09C9GM031565 31,192 miles	11/25/2015 \$ 182,454.37	8							-		
Total:				\$ 50,000	\$ 455,000	\$ -	\$ 380,000	\$ 250,000	\$ 160,000	\$ 1,245,000	R&B levy	

LOADERS

Aitkin County Highway Department

DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #010 Case 1840 Skidsteer	JAF 0046781 1,831 hours	06/30/91 \$ 14,320.00	5							-		
Unit #020 Bobcat Skidsteer	519025062 1,685 hours	8/21/2009 \$12,500	6							-		
Unit #371 (Aitkin) John Deere 624J Loader	DW624J2620150 2,621 hours	5/15/2008 \$ 102,623.40	10							-		
Unit #386: (Swatara) JD 410E Wheel Loader Backhoe	T0410EX885689 189 hours	11/21/2013 \$ 30,459.38	10							-		
Unit #389: (Jacobson) Ford Loader/Backhoe	A428046 3,189 hours	11/01/94 \$ 49,450.05	10					50,000		50,000		
Unit #391: (Palisade) Cat 938F Loader	1KM02373 5,029 hours	06/09/97 \$ 121,976.00	10				140,000			140,000		
Unit #397 (McGrath) John Deere Loader/Backhoe	T0310SG927807 2,460 hours	12/22/2003 \$ 45,382.85	12							-		
Unit #398 (McGregor) John Deere 624J Loader	DW624JZ591593 2,513 hours	4/8/2004 \$ 114,444.90	12							-		
Total				\$ -	\$ -	\$ -	\$ 140,000	\$ 50,000	\$ -	\$ 190,000	R&B levy	

MAINT

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #016 Stow VPC80E Plate Compactor	9301000	10/01/93 \$ 1,618.80	08									
Unit #017 Hyd. Truck Conveyor	1D03789126	06/17/94 \$ 4,622.10	05									sell - auction
Unit #018 Graco Pavement Marker	3003	06/17/94 \$ 6,704.18	08									
Unit #019 Roscoe SweepPro	4820-44017 1,969 hours	3/21/2006 \$ 30,625.14	10					60,000.0		60,000		
Unit #041 2014 Cimline 230DH Gen IV Melter	615 hours	3/26/2015 \$ 36,495.00	5									
Unit #042 Ingersoll Rand Compressor	327328UBM288 1,092 hours	02/26/02 \$ 11,762.93	5									
Unit #43 Pavement Compactor CATCB24	24001325 488 hours	10/15/2012 \$ 27,787.50	10									
Unit #048 Hydro Tek Steamer	201400566	3/13/2014 \$ 6,478.90	08									
Unit #50 STEPP Pothole Patch Trailer	4S9PH15Y1ES127059 392 hours	5/29/2014 \$ 15,572.00	8									
Unit #066 Honda Water Pump		8/15/2003 \$ 2,628.51	5			4,000				4,000		
Unit #067 Pull-type Pneumatic Roller	190604	11/15/2004 \$ 11,182.50	5									
Unit #096 Ali American Disk	105DH	12/11/95 \$ 4,473.00	07									
Unit #098 Ford Tandem Wheel Disc		07/25/88 \$ 1,600.00	04									
Unit #300 PT100G Terex Track Brush Machine	ASVPT100LDWVF00338 1,441 hours	6/27/2011 \$ 71,832.83	10						80,000	80,000		
Unit #304 Ulrich Shoulder Mach		06/30/86 \$ 6,000.00	10		15,000	65,000				80,000		\$10k in 2017
Unit #368 Self-propelled Steel Drum Roller	3TM01311 2,052 hours	11/16/2004 \$ 43,665.00	5									
Unit #370 Cat 312 Excavator	CBA04594 6,454 hours	1/22/2008 \$ 119,667.30	10			80,000				80,000		
Unit #399 Caterpillar D5NLGP Dozer	ADK01236 3,057 hours	12/29/2004 \$ 107,649.54	12									
Unit #498 Water Tanker Trailer	OMA102901	6/11/2003 \$ 2,500.00	2									
Total:				\$ -	\$ 15,000	\$ 149,000	\$ -	\$ 60,000	\$ 80,000	\$ 304,000	R&B levy	

MOTOR GRADERS
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit 200 (McGrath - John) Caterpillar 120M Motor Grader	CAT0120MJD9W00208 3,673 hours	2/28/2013 \$ 193,743.00	15									
Unit 201 (McGrath - Randy) Caterpillar 120M Motor Grader	CAT0120MPD9W00206 2,609 hours	2/28/2013 \$ 193,743.00	15									
Unit 205 (Swatara) 2016 John Deere 670GP	1DW670GPCGF678041 699 hours	11/17/2016 \$ 208,090.00	15									
Unit #206 (McGregor) 2016 John Deere 670GP	1DW670GPAGF678048 1,052 hours	11/17/2016 \$ 208,090.00	15									
Unit #209 (Spare) Cat 140G Motor Grader	72V9886; Rebuilt '99 17,830 hours	06/15/87 \$ 151,794.91	5									Sell w/acuisition of new shoulder mach.
Unit #210: (Palisade) Cat 140G Motor Grader	72V11843; Rebuilt '08 20,971 hours	04/19/89 \$ 118,166.00	7	220,000								
Unit #211: (Jacobson) Cat 140G Motor Grader	72V11844; Rebuilt '06 14,434 hours	04/19/89 \$ 118,166.00	7									
Unit #212 (Aitkin) Cat 140G Motor Grader	72V11903; Rebuilt '04 20,338 hours	04/19/89 \$ 126,506.00	7			225,000			240,000	240,000		
Total:				\$ 220,000	\$ -	\$ 225,000	\$ -	\$ -	\$ 240,000	\$ 485,000	R&B levy	

PICKUPS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #440: (Mower) 1999 Ford Pickup	1FTSF30S7XEE77886 228,278 miles	06/24/99 \$ 27,307.66	05									
Unit #448 (former eng, maint) 2004 Ford F-150 4x4	2FTRF18W04CA57284 133,300 miles	9/9/2004 \$ 18,264.12	5			24,000				24,000		
Unit #453 (Maint.) (with lift) 2008 Ford F-250	1FTNF215X8ED 99,986 miles	1/2/2008 \$ 21,153.03	5						30,000	30,000		
Unit #454 (Randy) 2008 Ford F-150	1FTRX14W58FC 92,779 miles	5/13/2008 \$ 20,588.85	5					26,000		26,000		
Unit #456 (Maint.) 2008 Ford F-350 Flatbed	1FDWF36Y88EE41635 56,653 miles	8/21/2008 \$ 25,893.33	5					30,000		30,000		
Unit #458 (McGregor) 2010 Ford F150 CrewCab	1FTW1E82AFC37178 73,226 miles	5/21/2010 \$ 26,065.86	5									Replace w/Crew Cab
Unit #459 (Tech) 2010 Ford F150	1FTEX1E81AKE10754 41,023 miles	5/14/2010 \$ 23,704.75	5									
Unit #460 (Survey) 2011 Ford F350 SD	1FD8W3B66BEA79874 87,021 miles	8/4/2010 \$ 39,336.40	5									
Unit #462 (Swatara) 2012 Chevy 4DR Ext.	1GC2KXCG3CZ177243 182,128 miles	12/19/2011 \$ 24,912.00	5	17,000				15,000		15,000		\$17k shown in 2016 for Unit #457
Unit 464 (Conrad) 2008 Ford F150 Ext. Cab	IDRPX12VX8FB81383 45,090 miles	6/4/2012 \$ 12,000.00	5									
Unit# 465 (Mechanic) 2012 Chevy Mechanic Truck	1GB3KZCG1CF120836 114,951 miles	10/15/2012 \$ 55,726.00	5			58,000				58,000		consider diesel
Unit #466: (Paul K) 2014 Ford F-150	1FTEX1EM3EKE13609 22,709 miles	04/10/2014 \$ 25,382.88	8									
Unit #467 (Quale) 2007 Ford F-150 4x4 Styleside	1FTPW14V37KC86787 115,419 miles	7/6/2015 \$ 16,997.50	5				24,000			24,000		
Unit #468 (McGrath) 2007 Ford F-150	1FTPX14V37KD14388 97,619 miles	10/6/2015 \$ 17,895.95	5						15,000	15,000		
Unit #469: (Jacobson Shop) 2005 Ford F150	1FTRF145X5NA52845 92,516 miles	3/23/2016 \$ 12,795.75	5					15,000		15,000		
Unit #470 (Palisade Shop) 2006 GMC Sierra 150	1GTEK19B26Z186669 95,434 miles	5/26/2016 \$ 16,867.75	5					15,000		15,000		
Unit #471 (Sign Truck) 2017 Ford F-450 Super Duty	1FOUF4GY5HED18824 23,581 miles	5/12/2017 \$ 47,292.13	5									
Unit #472 2018 Ford F-250 Superduty - Butch	1FT7X2B63JEC64325 5 miles	6/5/2018 \$ 26,631.91	5									
Unit #473 2018 Ford F-250 Superduty - Scott	1FT7X2B61JEC64324 10 miles	6/11/2018 \$ 33,554.41	5									
Total:				\$ 17,000	\$ -	\$ 82,000	\$ 24,000	\$ 101,000	\$ 45,000	\$ 252,000	R&B levy	0.00

SHOP

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #801: Hydraulic Hoist		04/14/94 \$ 5,458.13	10									
Unit #802: Airco Welder Outfit	DH911005	01/01/80 \$ 1,758.88	10	3,500								
Unit #804: (Aitkin) Pressure Washer	118215	01/01/80 \$ 750.49	10									
Unit #806: John Deere Snowblower	TY0522A003004	01/11/76 \$ 800.00	10									
Unit 807: Sears Portable Generator		03/17/95 \$ 1,124.24	10									
Unit #809: Plasma Cutter		1/12/2007 \$ 2,343.00	4									
Unit #810: Husqvarna Mower	567 hours	5/27/2009 \$ 4,260.00	4			4,000				4,000		
Unit #811: Husqvarna Chop Saw K760		9/11/2013 \$ 1,916.92	4									
Total:				3,500		4,000				4,000		

TRACTORS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #350 (Aitkin) John Deer Tractor/Mower	L06430H520378 5,525 hours	4/19/2007 \$ 75,268.00	10					75,000		75,000		
Unit #351: New Holland Tractor Mower	NT01172M 656 hours	10/6/2016 \$ 66,121.56	10									
Unit #366: John Deere Tractor-Loader	4S6575 7,572 hours	06/01/85 \$ 27,895.00	07									
Unit 394: (Palisade) John Deere Tractor/Mower	L06420H392431 6,499 hours	01/29/02 \$ 62,878.12	10	85,000	25,000					25,000		
Total:				\$ 85,000.00	\$ 25,000.00	\$ -	\$ -	\$ 75,000.00	\$ -	\$ 100,000.00	R&B levy	

TRAILERS

Atkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #028 (Dozer)	5FTDA292871027973	6/21/2006										
Felling Trailer		\$ 15,819.88	8									
Unit #029 (Skid Loader)	1F9FS1425M1072074	05/08/91										
Felling Trailer		\$ 9,400.00	08			8,000.0				8,000		
Unit #031	4P5671213B2160170	4/1/2011										
Survey Trailer		\$ 1,760.25	08									
Unit #032 (McGrath)	5FTDA242321017075	06/07/01										
Felling Trailer		\$ 11,988.86	08					30,000		30,000		
Unit #033	DPWMN890722	01/01/90										
Homemade Culvert Trailer		\$ -	05									
Unit #034 (Jacobson)	2471	06/21/88										
Towmaster Trailer		\$ 10,705.35	08									
Unit #035	DPSMN890723	03/14/86										
Homemade 6X8 Trailer		\$ 100.00	08									
Unit #051 (Trackhoe)	4KNFT2431EL162184	05/30/2014										
Towmaster Trailer T-50		\$ 26,005.96	10									
Unit #52	5NHUVH019FN079008	4/14/2016										
Continental Cargo 6x10 Trailer		\$ 3,243.93	10									
Unit #97 (pipe trailer)	DSPMN890724	03/10/89										
Home Made Trailer		\$ 694.34	08									
Total:				\$ -	\$ -	\$ 8,000.00	\$ -	\$ 30,000.00	\$ -	\$ 38,000.00	R&B levy	
Grand Total Capital Equipment:				\$ 441,600	\$ 495,000	\$ 524,000	\$ 552,800	\$ 568,800	\$ 573,000	\$ 2,713,600		

McGregor Area Maintenance Facility

- constructed 1974
- \$60,716 construction cost

DESCRIPTION	PROJ LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Security Cameras		5,000						0		
Total:		\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Palisade Area Maintenance Facility

- constructed 2004
- \$390,865 construction cost

DESCRIPTION	PROJ LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Security Cameras		5000						-		
Cold Storage Building				30000	30000			60,000		
Total:		\$ 5,000	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 60,000		

Swatara Area Maintenance Facility

- constructed 2006
- \$408,807 construction cost

DESCRIPTION	PROJ LIFE	2018	2019	2020	2021	2022	2023	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Security Cameras		5,000						-		
Heating System Mods			30,000					30,000		
Total:		\$5,000	\$30,000	\$0	\$0	\$0	\$0	\$30,000		
Grand Total Capital Facilities:		\$130,000	\$130,000	\$130,000	\$130,000	\$100,000	\$0	\$490,000		

Highway Department Capital Infrastructure Budget Fund 307

	2016 Actual	2017 Actual	Adopted 2018 Budget	2018 As of 5-31-18	Proposed 2019 Budget
Revenue:					
5001 Taxes, Aids, etc.	600,000	600,000	600,000		600,000
5840 Misc. Receipts	24,533	-	-	102,750	-
5841 Federal Transportation Funds	-	-	982,000	-	124,000
5842 State Park Funds	(3,105)	-	-	-	-
5844 State-aid Disaster Funds	-	-	-	-	-
5846 Town Bridge Funds	-	17,619	52,000	86,826	40,000
5848 State Bonding Funds	3,600	-	-	-	-
5849 LRIP (Local Road Improvement Funds)	-	-	-	-	-
5850 State-aid Regular Construction Funds	2,553,305	2,924,199	3,540,600		3,401,000
5851 State-aid Municipal Construction Funds	-	186,972	184,000	-	20,000
5854 Township/City/Private/Other Funds	57,200	20,000	-		
5864 Trunk Highway Turnback	3,610,951	-	2,700,000	-	70,000
5865 DEED Money	-	-	-	-	-
5947 Transfer In	-	-	-	-	-
Total Revenue:	\$ 6,846,484	\$ 3,748,789	\$ 8,058,600	\$ 189,576	\$ 4,255,000
Expenditures:					
6230 Printing and Publishing	270	520	600		1,000
6260 Professional Services	123,755	71,935	136,000	22,999	120,000
6262 Contract Payments	6,714,097	4,979,771	8,317,000	85,499	3,574,000
6295 Utility Moves	-	140,848	40,000		30,000
6362 Right of Way	8,726	62,389	-	11,675	50,000
Total Expenditures:	\$ 6,846,848	\$ 5,255,463	\$ 8,493,600	\$ 120,172	\$ 3,775,000

Notes: Revenue line item 5001 based on proposed 2019-2023 Capital Road Improvement Program average per year.

2019 Disbursements						2019 Receipts										Notes
Project	Printing and Publishing	Professional Services	Contract Payments	Utility Moves	Right of Way	Property Tax Revenue	Federal Transportation Funds	State Park Funds	State-aid Disaster Funds	Town Bridge Funds	State Bond Funds	State-aid Regular Construction	State-aid Municipal Construction	Township/City/State/Other Funds		
2018 Projects																
C.P. 001-053-003		\$ 10,000	\$ 110,000			\$ 120,000										
S.A.P. 001-599-040			\$ 40,000							\$ 40,000						
S.A.P. 001-608-006			\$ 20,000										\$ 20,000			
S.A.P. 001-612-021/022			\$ 300,000									\$ 300,000				
S.A.P. 001-632-006			\$ 15,000									\$ 15,000				
2019 Projects																
S.A.P. 001-603-018		\$ 20,000			\$ 50,000									70000		TB revenue received in 2012 as lump sum
S.A.P. 001-605-013	\$ 200		\$ 169,000									\$ 169,200				
S.A.P. 001-616-???	\$ 200	\$ 20,000	\$ 1,354,000									\$ 1,374,200				
S.A.P. 001-625-001	\$ 200	\$ 5,000	\$ 1,428,000	\$ 30,000								\$ 1,463,200				
S.P. 001-070-006	\$ 200											\$ 200				
C.P. 001-076-001																
S.P. 001-072-001	\$ 200		\$ 138,000				\$ 124,000					\$ 14,200				
Future Projects																
S.A.P. 001-599-042		\$ 5,000										\$ 5,000				
S.A.P. 001-605-???		\$ 30,000										\$ 30,000				
S.P. 001-611-???		\$ 30,000										\$ 30,000				
Totals:	\$ 1,000	\$ 120,000	\$ 3,574,000	\$ 30,000	\$ 50,000	\$ 120,000	\$ 124,000	\$ -	\$ -	\$ 40,000	\$ -	\$ 3,401,000	\$ 20,000	\$ 70,000		

Notes: Total professional service expenditures for a given project are listed in first anticipated year of the expenditure.
Total right of way expenditures for a given project are listed in first anticipated year of the expenditure.
Total contract, utility move, and printing and publishing expenditures are all listed in anticipated year of contract letting.

Proposed 2019 through 2023 Capital Road Improvement Plan (indicates projects from '05-'11 Program)**

	Length	Location	Pavement Age/RQI	Estimated Construction Cost
2018				
S.P. 001-606-021 - CSAH 6 Pavement Resurfacing	5.1	TH 65 to 5.1 miles east	1991/2.2-2.3 ('17)	\$ 1,100,000
S.A.P. 001-612-021/022 - CSAH 12 Pavement Resurfacing/Reconstruction	4.7	375th Ave to n jct. CSAH 39	1990-1999/1.9-2.6 ('17)	\$ 2,500,000
S.A.P. 001-608-006 - CSAH 8 Pavement Resurfacing	0.9	TH 210 to Soo Line Railroad	2002/1.8 ('17)	\$ 200,000
**S.A.P. 001-632-006 - CSAH 32 Bituminous Paving	3.3	CSAH 6 to CSAH 31		\$ 825,000
**C.P. 001-653-003 - CR 53 Bituminous Paving/Overlay	3.23	CSAH 4 to CSAH 5		\$ 800,000
				\$ 5,425,000
2019				
S.A.P. 001-603-018 - CSAH 3 Reconstruction	3.2	6 miles east of CSAH 5 to TH 65	2001/1.7-1.8 ('17)	\$ 2,700,000
S.A.P. 001-605-013 - CSAH 5 Bridge (Culvert) Replacement	0.1	CSAH 5 over Fleming Lake inlet		\$ 168,700
S.A.P. 001-616-??? - CSAH 16 Pavement Resurfacing	8.9		1993/2.2-2.5 ('17)	\$ 1,353,500
**S.A.P. 001-625-001 - CSAH 25 Reconstruction (Grading and Agg. Base)	3.3			\$ 1,427,700
C.P. 001-076-001 - CR 76 Culvert Replacements				\$ 300,000
S.P. 001-070-006 - HSIP Intersection Lighting				\$ 114,000
S.P. 001-072-001 - HSIP Pavement Markings				\$ 138,000
			Total:	\$ 6,201,900
2020				
CSAH 3 Resurfacing	4.15	CSAH 29 to US Hwy 169	1996/2.6 ('17)	\$ 500,000
CSAH 9 Resurfacing	0.82		2003/2.2-2.4 ('17)	\$ 100,000
CSAH 10 Resurfacing	2.25	TH 200 to Itasca County Line	2003/2.5-2.6 ('17)	\$ 340,000
**CSAH 25 Bituminous Paving	3.3			\$ 1,050,000
CR 70 Resurfacing	1.08		2002/1.4-1.5 ('17)	\$ 150,000
CR 76 Pavement Resurfacing	2.82		1999/2.7 ('17)	\$ 300,000
CR 79 Resurfacing	0.48		2003/2.0-2.1 ('17)	\$ 70,000
			Total:	\$ 2,510,000
2021				
CSAH 5 Reconstruction (Grading and Agg. Base)	4.7	CR 53 to TH 210		\$ 2,500,000
CSAH 5 Bridge Replacement	0.1	CSAH 5 over Rice River		\$ 500,000
CSAH 14 Bridge Replacement	0.2	CSAH 14 over Savanna River		\$ 281,200
CSAH 27 Gravel Road Improvement	6.6			\$ 1,000,000
			Total:	\$ 4,281,200
2022				
CSAH 5 Bituminous Paving	4.7	CR 53 to TH 210		\$ 1,100,000
CSAH 11 Widening/Resurfacing	3.2		2003/3.1-3.3 ('17)	\$ 2,300,000
CSAH 17 Resurfacing	7.1		1997/3.1 ('17)	\$ 800,000
CR 77W Resurfacing	1.04		1999/2.3 ('17)	\$ 150,000
HSIP Pavement Markings				\$ 230,000
			Total:	\$ 4,580,000
2023				
CSAH 14 Resurfacing	1.88	2.3 miles NE of TH 65 to CSAH 40	2001/3.4-3.6 ('17)	\$ 250,000
CSAH 14 Reconstruction	1.92	CSAH 40 to CSAH 36	2001/3.1-3.4 ('17)	\$ 850,000
CSAH 14 Resurfacing	4.44	CSAH 36 to State Park	2001/2.8-3.2 ('17)	\$ 500,000
CSAH 31 Resurfacing	3.53		2002/2.4-2.5 ('17)	\$ 500,000
CSAH 40 Resurfacing	4.9		2002/3.0-3.1 ('17)	\$ 520,000
CR 62 Reconstruction (Grading and Agg. Base)	1.36	435th Street to CR 71		\$ 500,000
CR 71 Reconstruction (Grading and Agg. Base)	1			\$ 370,000
			Total:	\$ 3,490,000



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: 08/14/2018

Title of Item: NIBRS Joint Power Agreement

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*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: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Scott Turner		Estimated Time Needed: 5 minutes
Summary of Issue: See attached memo.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution.		
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? \$ 8,000 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Not budgeted, however, our Corrections budget has funds available.		

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 DATE: August 7, 2018
FROM: Sheriff Scott Turner RE: NIBRS Joint Powers Agreement

Attached is a Joint Powers Agreement with the State of Minnesota for a NIBRS adapter. NIBRS is the acronym for National Incident Based Reporting System – the crime reporting system which is being implemented by Federal Bureau of Investigations (FBI). The deadline for submitting crime statistics in the NIBRS format is January 1, 2021.

Also attached is a proposal from ZUERCHER for \$8,000 for the NIBRS adapter for our current computer system. ZUERCHER is the provider of our CAD/RMS/JMS/mobile computer system. We have been using this system since May of 2015.

The State of Minnesota will reimburse us \$8,000 for the cost of the adapter, pursuant to the terms of the JPA. It is not sure how long this offer to pay the cost will exist.

We are recommending that we approve the purchase of the adapter from ZUERCHER for \$8,000 and that the board pass the attached resolution approving the State of Minnesota Joint Powers Agreement.

If you have any questions, please do not hesitate to call.

Thanks,

Scott

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

ADOPTED August 14, 2018

By Commissioner: xx

20180814-0xx

NIBRS Joint Powers Agreement

WHEREAS, the County of Aitkin on behalf of its sheriff's office desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to receive funding to use to implement an adapter to make its records management system compatible with Minnesota National Incident-Based Reporting System requirements for which the Aitkin County Sheriff's Office is eligible.

NOW, THEREFORE, BE IT RESOLVED by the County of Aitkin Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Aitkin on behalf of its sheriff's office, is hereby approved. A copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the County Administrator, Jessica Seibert, or his or her successor, is designated the Authorized Representative for the County of Aitkin. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the agreement with the State.

To assist the Authorized Representative with the administration of the agreement, Scott Turner, Aitkin County Sheriff, is appointed as the Authorized Representative's designee.

3. That Jessica Seibert the County Administrator for the County of Aitkin and Scott Turner, the Aitkin County Sheriff, are authorized to sign the State of Minnesota Joint Powers Agreement.

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 14th day of August, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of August, 2018

Jessica Seibert
County Administrator



STATE OF MINNESOTA JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension [BCA] ("State") and the County of Aitkin on behalf of its Sheriff's Office ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subdivision 10, the State is empowered to engage such assistance as deemed necessary. The State is the agency that collects incident data and through which Minnesota crime statistics are reported to the Federal Bureau of Investigation (FBI). The FBI has established January 1, 2021, as the deadline by which all states must submit crime statistics in the National Incident-Based Reporting System (NIBRS) format. The State is in need of assistance from the Governmental Unit to implement and certify the integration of incident reporting and the submission of crime statistics in the NIBRS format as well as crime statistics unique to Minnesota (MN-NIBRS).

Agreement

1 Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date the State obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires on June 30, 2019, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement between the Parties

Law enforcement agencies in the State of Minnesota are required to report crime statistics to the State. In turn, the State reports those statistics to the FBI. See Minnesota Statutes § 299C.05. Current crime statistics reporting has less detail than is required to be MN-NIBRS compliant. The State has funding available to assist the Governmental Unit to implement and certify crime statistics reporting to meet MN-NIBRS requirements as well as submit incident data for use during investigations. See Minnesota Statutes § 299C.40.

The Governmental Unit will:

1. Continue to submit its crime statistics as it does on the effective date of this agreement until its submissions have been certified by State as MN-NIBRS compliant.
2. Coordinate and communicate with any other government agencies using Governmental Unit's records management system (RMS) to do crime reporting to ensure that all understand the benefits of transitioning to NIBRS.
3. Draft an agreement with its RMS vendor to implement an electronic submission format that will report its incident data in a way that meets BCA requirements and crime statistics in a way that meets MN-NIBRS requirements. The agreement must provide that the vendor: (a) make the work done for the Governmental Unit compliant with State's requirements as listed below in Items 9 and 10; (b) be informed of changes to the requirements in Items 9 and 10; (c) provide vendor with documentation of the Crime Reporting System (CRS); (d) require the vendor to assist in the resolution of any errors during the testing period and these fixes be made available to existing and future MN-NIBRS installations at no additional cost; and (e) require that the vendor will provide the Governmental Unit with any documentation necessary for the successful operation of the submissions.
4. Submit the draft agreement with its RMS vendor to State for approval prior to execution.
5. Create a project plan with its vendor that shows how the vendor will ensure that all the work required for the Governmental Unit to submit incident data and MN-NIBRS complaint crime statistics are within the term of this Agreement.
6. Submit the project plan with its RMS vendor to State for approval.
7. The Governmental Unit cannot authorize work on the implementation of the MN-NIBRS compliant submissions until the State has approved the draft agreement, it has been completely executed and the project plan has been

- approved by State.
8. Require its own staff and that of the RMS vendor to attend the periodic status meetings and demonstrations organized by the State.
 9. Assure that the vendor installs a version of software that has been previously certified by the State at another Minnesota agency.
 10. Ensure that the implementation meets the requirements of the Minnesota Department of Public Safety's Security Architecture, State of Minnesota Non-Visual Access Standards, CRS Vendor Adapter Specifications, and CRS Data Mapping Requirements, all of which are posted on the BCA website at <https://app.dps.mn.gov/cjdn/> and updated from time to time. These documents and any revisions posted to the website are incorporated by reference. The Governmental Unit is responsible for checking the website periodically for updates to these documents and providing any changes to its vendor.
 11. Test its electronic submissions in the State's test environment according to the "CRS Agency Deployment NIBRS Test Plan" posted on the BCA website at <https://app.dps.mn.gov/cjdn/> and updated from time to time. This document and any revisions posted to the website are incorporated by reference. The Governmental Unit is responsible for checking the website periodically for updates.
 12. Achieve certification for its electronic submissions by sending three (3) consecutive months of MN-NIBRS compliant statistics with an error rate below 4% each month. This requirement applies to all government agencies doing crime reporting via the RMS.
 13. Change to reporting crime statistics in coordination with the State at a date and time specified by the state.

The State will:

- A. Accept Governmental Unit's crime statistics in the format in use on the effective date of this Agreement.
- B. Provide the documents listed in Items 9 and 10 above and keep them current including any changes made by the State or FBI.
- C. Review Governmental Unit's agreement with its RMS vendor for the required content and either approve or reject the agreement. State will notify Governmental Unit what has to be changed to receive approval. State will act within 10 business days of receiving the draft agreement.
- D. Review Governmental Unit's project plan within 10 business days of submission. State will either approve or reject the project plan. State will notify Governmental Unit what has to be changed, if anything, to receive approval.
- E. Schedule periodic status meetings and demonstrations as needed to ensure the project is completed.
- F. Provide electronic schema and sample submission files that Governmental Unit can share with its vendor.
- G. Provide access to its test environment so that Governmental Unit can test its submissions.
- H. Verify and validate Governmental Unit's submissions during the test period.
- I. Provide training to Governmental Unit on the submission requirements and best practices for MN-NIBRS compliance.
- J. Verify and validate Governmental Unit's submissions during the certification period including those made by government agencies using the RMS.
- K. Issue written certification of MN-NIBRS compliance to Governmental Unit and any other government agencies submitting using the RMS when the standards for submission have been met.
- L. Provide access to its production environment and authorize Governmental Unit to switch to MN-NIBRS reporting following the written certification.

3 Payment

The State will make payments to the Governmental Unit in accordance with the following deliverables list.

Deliverable	Payment
Receipt of an executed, approved Agreement between Governmental Unit and RMS vendor	\$1,000
Approval of project plan	\$1,000
Mapping document of RMS data elements to CRS data elements	\$1,000
First Successful Test Submission	\$1,000
Completion of Training Provided by Vendor	\$1,000
RMS Documentation to support successful operation (training and/or administrative documentation)	\$1,000
Ready to submit to production CRS as evidenced by successful completion of the CRS Agency Vendor NIBRS Test Plan by Governmental Unit staff	\$1,000

Certification of submissions of all appropriate investigative and crime data by the Governmental Unit	\$1,000
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The total obligation of the State under this agreement will not exceed \$8,000.00 (Eight Thousand Dollars and No Cents).

4 Authorized Representatives

The State's Authorized Representative is the person below or her successor:

Name: Dana Gotz, Deputy Superintendent
Address: Department of Public Safety; Bureau of Criminal Apprehension
1430 Maryland Street East
Saint Paul, MN 55106
Telephone: 651.793.1007
Email Address: dana.gotz@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name: Scott Turner, Sheriff
Aitkin County
Address: 217 2nd St NW Room 185
Aitkin, MN 56431
Telephone: 218.927.7420
Email Address: turners@co.aitkin.mn.us

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 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.
- 5.3 Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 Agreement Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6 Liability

The State and Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The State's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

7 State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit'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 agreement.

8 Government Data Practices

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 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 the Governmental Unit 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 the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

9 Venue

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.

10 Termination

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; 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 Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit 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 agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11 E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit 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 State. Governmental Unit 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 Governmental Unit and made available to the State upon request.

12 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 6, Liability; 7, Audits; 8, Government Data Practices; and 9, Venue.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

SWIFT PO Number: 145214/PO 3-55337

2. GOVERNMENTAL UNIT

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. DEPT. OF PUBLIC SAFETY; BCA

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION

As delegated to Office of State Procurement

By: _____

Date: _____

ZUERCHER

Zuercher Technologies, LLC

RECEIVED AUG - 6 2018

Customer No. MN146
Invoice No. PA0001093
Date: 7/23/2018
Sales Order No: 2719
Terms: Net 30 Days

To: Aitkin County MN Sheriff's Office
217 2nd St. NW Room 185

Aitkin, MN 56431

Quote #001352 - NCS-X Enhancements

Remit To:
Zuercher Technologies, LLC
4509 West 58th Street
Sioux Falls, SD 57108
Phone: 605-274-6061

P2719AITKMN

Contract No. P2719 Purchase No.
NCS-X Enhancements - Quote #001352 - due upon signing

Thank You

TAX: \$0.00
TOTAL DUE THIS INVOICE: \$8,000.00

This Invoice Payable in U.S. Dollars



Board of County Commissioners Agenda Request

78
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: 2019 Proposed Budget - Sheriff's Department

<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 checked="" type="checkbox"/> Discussion Item
<input 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: 45 minutes
--	---

Summary of Issue:

I will review the attached 2019 proposed Sheriff's Department budget at Tuesday's meeting.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

**2019
Budget**

ENFORCEMENT

Credit Accounts

200-5307	Police State Aid	(145,000)
200-5308	Police Officer Training	(10,000)
200-5310	State Grants - OT Grant	(40,000)
200-5530	Sheriff's Fees	(13,000)
200-5531	Welfare	(180)
200-5532	Mileage	(9,000)
200-5533	Alarm	(2,000)
200-5613	Restitution	(6,000)
200-5760	Contributions-Restricted-Officer Safety	
200-5813	Sale of Squads	(5,000)
200-5840	Misc. Receipts	(39,000)
200-5861	Misc. Insurance Reims.	(10,000)

Staffing Expenses

200-6101	Salaries-Full Time	1,290,537
200-6102	Salaries-PartTime	
200-6108	Meals (not overnight)	500
200-6109	Overtime Salaries	108,000
200-6110	Holiday Pay	65,494
200-6124	Medicare (employer - 1.45%)	21,229
200-6148	Employer Deduct Contr HSA	57,670
200-6448	Employer Deduct Contr. VEB	
200-6150	Health Ins. (employer)	216,630
200-6152	Life Ins. (employer)	1,250
200-6154	Long Term Dis. (employer)	350
200-6155	Long Term Dis. (employee)	
200-6159	PERA (16.2% dep, 7.5% coord)	227,617
200-6165	FICA (emp) (6.20%)	7,090

Enforcement Expenses

200-6205	Postage & Freight	400
200-6211	Net VI Task Force	
200-6230	Printing, Publishing, Advertising	500
200-6231	Services and Labor	28,000

		2019 Budget
200-6240	Dues	5,000
200-6241	Registration Fee	500
200-6250	Telephone	21,000
200-6254	Utilities	
200-6260	Professional Consulting	2,000
200-6272	Physical Exam (employees)	2,500
200-6301	Rentals	
200-6302	Car Maintenance/Equipment	42,000
200-6314	Radio Maintenance	8,000
200-6330	Transportation, Travel, Parking	200
200-6332	Hotels/Motels	500
200-6340	Meals (overnight)	250
200-6352	Insurance	51,000
200-6353	Workers Comp	30,000
200-6359	Wrecker Service	6,500
200-6374	Auto & Trailer License	250
200-6405	Office Supplies	8,500
200-6409	Deputy Supplies	10,000
200-6410	Clothing Allowance	6,000
200-6511	Gas & Oil	65,000
200-6590	Repair & Maintenance Supp	
200-6610	Equipment & Radios	40,000
200-6620	Auto, Trailers, Snowmobiles	115,000
200-6625	Office Equipment	5,000
<hr/>		
200-6630	Misc. Capital Outlay	

Education

200-003-6200	Sheriff Training	2,500
200-003-6241	Registration Fee	12,000
200-003-6330	Transportation, Travel & Parking	1,000
200-003-6332	Hotels/Motels	3,500
200-003-6340	Meals (overnight)	500
200-003-6511	Gas & Oil	

Canine

200-019-5760	Donations	(100)
200-019-5840	Misc. Receipts (forfeiture funds)	
200-019-6231	Services, Labor, Contracts	2,500
200-019-6240	Dues	100
200-019-6241	Registration Fees	
200-019-6332	Hotel/Motel, Lodging	300
200-019-6340	Meals	

		2019 Budget
200-019-6352	Insurance	
200-019-6405	Office Supplies	
200-019-6409	Canine Supplies	1,000
200-019-6511	Gas	
200-019-6610	Equipment	
Sheriff's Posse		
200-020-5840	Misc. Receipts	
200-020-6409	Posse Supplies	
Major Crime Investigation/Trial		
200-030-6231	Crime Invest./Trial	
Gun Permits		
200-039-5840	Gun Permit Fees	
200-039-6409	Gun Permit Supplies	
D.A.R.E.		
200-081-6220	Refunds	
200-081-6409	D.A.R.E. Supplies	
		2,188,587

		2019 Budget
Boat & Water		
<u>Credit Accounts</u>		
202-2540	Fund Balance	
202-5310	B & W Supplemental Grant (OT)	(6,375)
202-5315	Boat & Water Safety Grant	(22,000)
202-5840	Misc. Receipts	(100)
<u>Staffing Expenses</u>		
202-6101	Salaries-Full Time	28,744
202-6102	Salaries-PartTime	17,500
202-6109	Overtime Salaries	7,100
202-6110	Holiday Pay	1,050
202-6124	Medicare (employer 1.45%)	788
200-6148	Employer Deduct Contr HSA	1,562
202-6150	Health Ins. (employer)	7,038
202-6152	Life Ins. (employer)	30
202-6154	Long Term Dis. (emp)	
	PERA 7.5	
202-6159	PERA (16.2%)	5,977
202-6165	FICA (emp) (6.20%)	1,090
<u>B & W Enforcement Expenses</u>		
202-6205	Postage & Freight	
202-6230	Printing, Publishing, Advertising	150
202-6231	Services and Labor	2,500
202-6250	Telephone	400
202-6254	Utilities	300
202-6272	Physical Exam (employees)	400
202-6302	Car Maintenance/Equipment	4,000
202-6314	Radio Maintenance	500
202-6352	Insurance	2,600
202-6353	Workers Comp	1,300
202-6359	Wrecker Service	
202-6374	Auto & Trailer License	150

		2019 Budget
202-6405	Supplies	350
202-6409	Field Supplies	1,000
202-6410	Clothing Allowance	800
202-6511	Gas & Oil	4,000
202-6610	Equipment	3,000
202-6617	Radio Equipment	1,500
202-6620	Auto, Trailers, Snowmobiles	
202-6625	Office Equipment	
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202-6630	Misc. Capital Outlay	
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Education		
202-003-6200	Sheriff Training	
202-003-6241	Registration Fee	
202-003-6330	Transportation, Travel & Parking	
202-003-6331	Law Enforcement Training School	
202-003-6332	Hotels/Motels	
202-003-6340	Meals (overnight)	
202-003-6511	Gas & Oil	
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		65,354

		2019 Budget
Snowmobile		
<u>Credit Accounts</u>		
203-2540	Fund Balance	
203-5315	Snowmobile Grant	(5,946)
203-5840	Misc. Receipts	(30)
<u>Staffing Expenses</u>		
203-6101	Salaries-Full Time	19,996
203-6102	Salaries-PartTime	
203-6109	Overtime Salaries	400
203-6110	Holiday Pay	1,731
203-6124	Medicare (employer 1.45%)	321
200-6148	Employer Deduct Contr HSA	1,087
203-6150	Health Ins. (employer)	4,896
203-6152	Life Ins. (employer)	20
203-6154	Long Term Dis. (emp)	
203-6159	PERA (16.2%)	3,585
203-6165	FICA (emp) (6.20%)	
<u>Snowmobile Enforcement Expenses</u>		
203-6205	Postage & Freight	
203-6230	Printing, Publishing, Advertising	
203-6231	Services and Labor	1,000
203-6240	Dues	
203-6241	Registration Fee	
203-6250	Telephone	320
203-6254	Utilities	
203-6260	Professional Consulting	
203-6301	Rentals	
203-6302	Car & Snowmobile Maintenance	1,000
203-6314	Radio Maintenance	300
203-6352	Insurance	400
203-6353	Workers Comp	520
203-6359	Wrecker Service	
203-6372	Physical Exam (employees)	

		2019 Budget
203-6374	Auto & Trailer License	30
203-6405	Supplies	
203-6409	Field Supplies	200
203-6410	Clothing Allowance	300
203-6511	Gas & Oil	1,800
203-6610	Equipment	
203-6617	Radio Equipment	
203-6620	Auto, Trailers, Snowmobiles	
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203-6630	Misc. Capital Outlay	4,000
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Education		
203-003-6200	Sheriff Training	
203-003-6241	Registration Fee	
203-003-6330	Transportation, Travel & Parking	
203-003-6331	Law Enforcement Training School	
203-003-6332	Hotels/Motels	
203-003-6340	Meals (overnight)	
203-003-6511	Gas & Oil	
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		35,930

		2019 Budget
ATV		
<u>Credit Accounts</u>		
204-5315	ATV Grant	(12,500)
204-5840	Misc. Receipts	
<u>Staffing Expenses</u>		
204-6101	Salaries-Full Time	11,248
204-6102	Salaries-PartTime	
204-6109	Overtime Salaries	5,000
204-6110	Holiday Pay	1,050
204-6124	Medicare (employer 1.45%)	251
200-6148	Employer Deduct Contr HSA	612
204-6150	Health Ins. (employer)	2,754
204-6152	Life Ins. (employer)	13
204-6154	Long Term Dis. (emp)	
204-6159	PERA	2,802
204-6165	FICA (emp) (6.20%)	
<u>ATV Enforcement Expenses</u>		
204-6205	Postage & Freight	
204-6230	Printing, Publishing, Advertising	
204-6231	Services and Labor	750
204-6240	Dues	
204-6241	Registration Fee	
204-6250	Telephone	165
204-6302	Car Maintenance/Equipment/ATV	1,500
204-6314	Radio Maintenance	
204-6352	Insurance	
204-6353	Workers Comp	325
204-6359	Wrecker Service	
204-6374	Auto & Trailer License	50
204-6405	Supplies	

		2019 Budget
204-6409	Field Supplies	400
204-6410	Clothing Allowance	
204-6419	Snowmobile Supplies	
204-6511	Gas & Oil	1,500
204-6610	Equipment	
204-6617	Radio Equipment	
204-6620	Auto, Trailers, Snowmobiles	
204-6625	Office Equipment	
<hr/>		
204-6630	Misc. Capital Outlay	4,000
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<u>Education</u>		
204-003-6200	Sheriff Training	
204-003-6241	Registration Fee	
204-003-6330	Transportation, Travel & Parking	
204-003-6331	Law Enforcement Training School	
204-003-6332	Hotels/Motels	
204-003-6340	Meals (overnight)	
204-003-6511	Gas & Oil	
<hr/>		
		19,920

		2019 Budget
CORRECTIONS		
<u>Credit Accounts</u>		
252-5530	Correction (Booking) Fees	(9,000)
252-5532	Transport Inmates	(3,000)
252-5534	Huber / Pay-to-Stay	
252-5535	Board of Prisoners	(290,000)
252-5536	Inmate Medical (board of pris)	(10,000)
252-5541	Pay to Stay In County Boarding	(50,000)
252-5542	Pay to Stay In County Boarding Meds	
252-5840	Misc. Receipts	(1,000)
252-5861	Medical Co-Pay from Inmates	(1,000)
<u>Staffing Expenses</u>		
252-6101	Salaries - Full Time	1,368,550
252-6102	Salaries - Part Time	65,000
252-6108	Meals (not overnight)	
252-6109	Overtime - Salaries	70,000
252-6110	Holiday Pay	67,080
252-6124	Medicare-Employer (1.45%)	22,775
252-6148	Employer Deduct Contribution HSA	14,864
252-6149	Employer Deduct Contr. VEBA	-
252-6150	Health Ins.-Employer	338,212
252-6151	Sick Leave Accrual	
252-6152	Life Ins.-Employer	1,770
252-6154	Long Term Dis.-Employer	370
252-6159	PERA Coordinated (7.25%)	135,035
252-6165	FICA - Employer (6.20%)	97,380
<u>Corrections Expenses</u>		
252-6205	Postage & Freight	100
252-6230	Printing, Publishing & Adv.	300
252-6231	Services & Labor	50,000
252-6234	Huber/Electronic Monitoring	1,000
252-6241	Registration Fees	
252-6250	Telephone	4,500
252-6254	Utilities & Heating	102,000
252-6260	Professional Counseling-Inmates	1,000

		2019 Budget
252-6262	Medical Expenses & Supplies	173,000
252-6267	Unemployment Compensation	1,000
252-6271	Inspection Fees	500
252-6272	Employee Physical Exam	1,000
252-6302	Car Maintenance	4,000
252-6306	New Jail Boiler Insurance	
252-6314	Radio Maintenance	
252-6330	Prisoner Transportation & Travel	6,000
252-6332	Hotel/Motel Lodging	
252-6340	Meals	
252-6351	Board of Prisoners	
252-6352	Insurance	750
252-6353	Workers Compensation	28,000
252-6359	Wrecker Service	
252-6374	Auto & Trailer License	50
252-6405	Office & Computer Supplies	10,000
252-6409	Jail Supplies	3,000
252-6410	Clothing Allowance	5,000
252-6418	Groceries	195,000
252-6420	Kitchen Supplies	3,500
252-6421	Laundry Supplies	
252-6422	Janitorial Supplies	33,000
252-6424	Inmate Supplies	5,000
252-6511	Gas & Oil	300
252-6513	Fuel Oil	500
252-6590	Repair & Maintenance Supplies	40,000
252-6605	Building & Structures	30,000
252-6610	Equipment	
252-6617	Radio Equipment	
252-6625	Office Equipment	
252-6630	Misc. - Capital Outlay	3,000
Education		
252-003-6241	School Registration Fee/Training	4,000
252-003-6330	School Tran & Travel & Parking	300
252-003-6332	School Hotels/Motels	3,000
252-003-6340	Schooling Meals (overnight)	500
252-003-6511	School Gas & Oil	300
Prisoner Welfare Fund		
252-252-5542	Prisoner Welfare Receipts	
252-252-6405	Prisoner Welfare Expenses	

**2019
Budget**

2,526,636

Aitkin County Sheriff's Office

STS Budget

		2019 Budget
Credit Accounts		
	Customary County Allocation to STS Program	
253-5840	Misc. Receipts	
253-5872	Donations	(1,500)
253-5315	Grant Funding	(30,443)
Staffing Expenses		
253-6101	Salaries-Full Time	71,011
253-6102	Salaries-PartTime	
253-6108	Meals (not overnight)	
253-6109	Overtime Salaries	500
253-6110	Holiday Pay	
253-6124	Medicare (employer)	1,037
253-6148	Employer Deduct Contr HSA	1,304
253-6150	Health Ins. (employer)	19,675
253-6152	Life Ins. (employer)	84
253-6154	Long Term Dis. (emp)	
253-6159	PERA (8.75%)	6,257
253-6165	FICA (emp)	4,434
STS Operational Expenses		
253-6205	Postage & Freight	
253-6230	Printing, Publishing, Advertising	
253-6231	Services and Labor	
253-6250	Telephone	540
253-6254	Utilities	
253-6260	Professional Consulting	
253-6272	Physical Exam (employees)	
253-6301	Rentals	
253-6302	Car Maintenance/Equipment	4,000
253-6314	Radio Maintenance	
253-6330	Transportation, Travel, Parking	250
253-6332	Hotels/Motels	250

Aitkin County Sheriff's Office

STS Budget

		2019 Budget
253-6340	Meals (overnight)	100
253-6352	Insurance	2,350
253-6353	Workers Comp	2,600
253-6359	Wrecker Service	
253-6374	Auto & Trailer License	75
253-6405	Operating Supplies	3,000
253-6409	STS Project Supplies	1,000
253-6410	Clothing Allowance	
253-6511	Gas & Oil	3,600
253-6590	Repair & Maintenance Supp	1,500
253-6605	Building & Structures	
253-6610	Equipment	1,500
253-6620	Auto, Trailers, Snowmobiles	
253-6625	Office Equipment	
253-6630	Misc. Capital Outlay	10,000
Education		
253-003-6200	Training	
253-003-6241	Registration Fee	
253-003-6330	Transportation, Travel & Parking	
253-003-6331	Law Enforcement Training School	
253-003-6332	Hotels/Motels	
253-003-6340	Meals (overnight)	
253-003-6511	Gas & Oil	
		103,124

**2019
Budget**

**Enhanced 911
System**

Credit Accounts

254-2540	Fund Balance	
254-5591	Interest Income	
254-5840	Misc. Receipts	
254-5310	E-911 State Grant	(89,000)

Staffing Expenses

254-6101	Salaries-Full Time	
254-6102	Salaries-PartTime	
254-6108	Meals (not overnight)	
254-6109	Overtime Salaries	
254-6110	Holiday Pay	
254-6124	Medicare (employer 1.45%)	
254-6150	Health Ins. (employer)	
254-6151	Sick Leave Accrual	
254-6152	Life Ins. (employer)	
254-6154	Long Term Dis. (emp)	
254-6159	PERA (4.48%)	
254-6165	FICA (emp) (6.20%)	

E-911 Expense

254-6205	Postage & Freight	
254-6230	Printing, Publishing, Advertising	
254-6231	Services and Labor	86,000
254-6240	Dues	
254-6241	Registration Fee	
254-6250	Telephone	
254-6254	Utilities	
254-6260	Professional Consulting	
254-6266	Workers Comp	
254-6301	Rentals	
254-6302	Car Maintenance/Equipment	
254-6314	Radio Maintenance	
254-6330	Transportation, Travel, Parking	
254-6332	Hotels/Motels	
254-6340	Meals (overnight)	

**2019
Budget**

254-6350 Per Diem
 254-6352 Insurance
 254-6359 Wrecker Service
 254-6372 Physical Exam (employees)
 254-6374 Auto & Trailer License
 254-6405 Supplies
 254-6409 Field Supplies
 254-6410 Clothing Allowance
 254-6419 Snowmobile Supplies
 254-6511 Gas & Oil
 254-6590 Repair & Maintenance Supp
 254-6605 Building & Structures
 254-6610 Equipment
 254-6617 Radio Equipment
 254-6620 Auto, Trailers, Snowmobiles
 254-6625 Office Equipment

254-6630 Misc. Capital Outlay

Education

254-003-6200 Sheriff Training
 254-003-6241 Registration Fee
 254-003-6330 Transportation, Travel & Parking
 254-003-6331 Law Enforcement Training School
 254-003-6332 Hotels/Motels
 254-003-6340 Meals (overnight)
 254-003-6511 Gas & Oil

(3,000)

		2019 Budget
Emergency Management		
<u>Credit Accounts</u>		
280-2540	Fund Balance	
280-5591	Interest Income	
280-5390	Em. Serv. Grant-SLA/FEMA Grant	(19,194)
280-5840	Misc. Receipts	
<u>Staffing Expenses</u>		
280-6101	Salaries-Full Time	29,333
280-6102	Salaries-PartTime	
280-6108	Meals (not overnight)	
280-6109	Overtime Salaries	
280-6110	Holiday Pay	
280-6124	Medicare (employer 1.45%)	426
280-6148	Employer Deduct Contr HSA	1,130
280-6150	Health Ins. (employer)	3,227
280-6151	Sick Leave Accrual	
280-6152	Life Ins. (employer)	30
280-6154	Long Term Dis. (emp)	66
280-6159	PERA 8.75	2,567
280-6165	FICA (emp) (6.20%)	1,819
<u>Emergency Management Expenses</u>		
280-6205	Postage & Freight	
280-6230	Printing, Publishing, Advertising	
280-6231	Services and Labor	1,000
280-6240	Dues	700
280-6241	Registration Fee	
280-6250	Telephone	500
280-6302	Car Maintenance/Equipment	
280-6314	Radio Maintenance	
280-6330	Transportation, Travel, Parking	400
280-6332	Hotels/Motels	
280-6340	Meals (overnight)	
280-6350	Per Diem	
280-6352	Insurance	250

		2019 Budget
280-6353	Workers Comp	690
280-6359	Wrecker Service	
280-6374	Auto & Trailer License	
280-6405	Supplies	500
280-6409	Field Supplies	100
280-6410	Clothing Allowance	
280-6511	Gas & Oil	
280-6610	Equipment	5,000
280-6617	Radio Equipment	
280-6620	Auto, Trailers, Snowmobiles	
280-6625	Office Equipment	
280-6630	Misc. Capital Outlay	
Education		
280-003-6200	Sheriff Training	
280-003-6241	Registration Fee	500
280-003-6330	Transportation, Travel & Parking	500
280-003-6332	Hotels/Motels	1,000
280-003-6340	Meals (overnight)	300
280-003-6511	Gas & Oil	
		30,844

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	ADOPTED 2018	PROPOSED 2019
200 DEPT Enforcement			
01- 200- 000- 0000- 5307	Police State Aid- State Shared Rever	145,000 -	145,000 -
01- 200- 000- 0000- 5308	Police Officer Training	10,000 -	10,000 -
01- 200- 000- 0000- 5310	State Grants- Ot Grant	40,000 -	40,000 -
01- 200- 000- 0000- 5530	County Sheriff Fees	20,000 -	13,000 -
01- 200- 000- 0000- 5531	County Sheriff From Welfare	200 -	180 -
01- 200- 000- 0000- 5532	County Sheriff Mileage	11,000 -	9,000 -
01- 200- 000- 0000- 5533	Alarm System	2,600 -	2,000 -
01- 200- 000- 0000- 5613	Cost Of Restitution	6,000 -	6,000 -
01- 200- 000- 0000- 5813	Sale of Squads	5,000 -	5,000 -
01- 200- 000- 0000- 5840	Misc Receipts	14,000 -	39,000 -
01- 200- 000- 0000- 5861	Insurance Proceeds/Reimbursemen	37,754 -	10,000 -
01- 200- 000- 0000- 6101	Salaries- Full Time	1,247,653	1,290,537
01- 200- 000- 0000- 6108	Meals Reimbursed (Taxable)	500	500
01- 200- 000- 0000- 6109	Overtime- Salaries	108,000	108,000
01- 200- 000- 0000- 6110	Holiday Pay	62,975	65,494
01- 200- 000- 0000- 6124	Medicare- Employer 1.45%	20,570	21,229
01- 200- 000- 0000- 6148	Employer Deduct Contribution- HS/	45,900	57,670
01- 200- 000- 0000- 6150	Health Insurance- Employer	206,614	216,630
01- 200- 000- 0000- 6152	Life Insurance- Employer	1,310	1,250
01- 200- 000- 0000- 6154	Long Term Disability- Employer	400	350
01- 200- 000- 0000- 6159	Pera	220,263	227,617
01- 200- 000- 0000- 6165	Fica- Employer 6.20%	6,890	7,090
01- 200- 000- 0000- 6205	Postage	2,100	400
01- 200- 000- 0000- 6230	Printing, Publishing & Adv	700	500
01- 200- 000- 0000- 6231	Services & Labor (Incl Contracts)	41,000	28,000
01- 200- 000- 0000- 6240	Dues	6,500	5,000
01- 200- 000- 0000- 6241	Registration Fee	500	500
01- 200- 000- 0000- 6250	Telephone	21,000	21,000
01- 200- 000- 0000- 6254	Utilities	2,000	0
01- 200- 000- 0000- 6260	Professional Consulting	1,000	2,000
01- 200- 000- 0000- 6272	Physical Examinations	1,000	2,500
01- 200- 000- 0000- 6302	Car Maintenance	42,000	42,000
01- 200- 000- 0000- 6314	Radio Maint	8,000	8,000
01- 200- 000- 0000- 6330	Transportation & Travel & Parking	200	200
01- 200- 000- 0000- 6332	Hotels / Motels	500	500
01- 200- 000- 0000- 6340	Meals	250	250

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>ADOPTED</u> <u>2018</u>	<u>PROPOSED</u> <u>2019</u>
01- 200- 000- 0000- 6352	Insurance	49,242	51,000
01- 200- 000- 0000- 6353	Workers Compensation Insurance	28,026	30,000
01- 200- 000- 0000- 6359	Wrecker Service	5,000	6,500
01- 200- 000- 0000- 6374	Auto & Trailer License	500	250
01- 200- 000- 0000- 6405	Office Supplies	8,500	8,500
01- 200- 000- 0000- 6409	Deputy Supplies	10,000	10,000
01- 200- 000- 0000- 6410	Clothing Allowance	6,000	6,000
01- 200- 000- 0000- 6511	Gas And Oil	72,000	65,000
01- 200- 000- 0000- 6610	Equipment & Radios	30,000	40,000
01- 200- 000- 0000- 6620	Auto, Trailers, Snowmobiles	115,000	115,000
01- 200- 000- 0000- 6625	Office Equipment	5,000	5,000
01- 200- 003- 0000- 6200	Arlt- Sheriff Training	4,500	2,500
01- 200- 003- 0000- 6241	Registration Fee	10,000	12,000
01- 200- 003- 0000- 6330	Transportation & Travel & Parking	1,000	1,000
01- 200- 003- 0000- 6332	Hotels / Motels	3,200	3,500
01- 200- 003- 0000- 6340	Meals	500	500
01- 200- 003- 0000- 6511	Gas And Oil	200	0
01- 200- 019- 0000- 5760	Canine Donations	100 -	100 -
01- 200- 019- 0000- 6231	Services, Labor, Contracts	2,000	2,500
01- 200- 019- 0000- 6240	Dues/Assoc Fees	100	100
01- 200- 019- 0000- 6332	Hotel/Motel Lodging	300	300
01- 200- 019- 0000- 6409	Supplies	1,500	1,000
DEPT 200 Enforcement	Revenue	291,654 -	279,280 -
	Expend.	2,400,393	2,467,867
	Net	2,108,739	2,188,587
202 DEPT Boat & Water			
01- 202- 000- 0000- 5310	State Grants- B & W Ppl (Ot)	6,375 -	6,375 -
01- 202- 000- 0000- 5315	Boat & Water State Grant	20,860 -	22,000 -
01- 202- 000- 0000- 5840	Misc Receipts	150 -	100 -
01- 202- 000- 0000- 6101	Salaries- Full Time	27,735	28,744
01- 202- 000- 0000- 6102	Salaries- - Part Time	16,100	17,500
01- 202- 000- 0000- 6109	Salaries- Overtime	7,100	7,100
01- 202- 000- 0000- 6110	Holiday Pay	1,248	1,050
01- 202- 000- 0000- 6124	Medicare- Employer 1.45%	757	788
01- 202- 000- 0000- 6148	Employer Deduct Contribution- HS	1,562	1,562
01- 202- 000- 0000- 6150	Health Insurance- Employer	6,731	7,038

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>ADOPTED</u> <u>2018</u>	<u>PROPOSED</u> <u>2019</u>
01- 202- 000- 0000- 6152	Life Insurance- Employer	32	30
01- 202- 000- 0000- 6159	Pera	7,054	5,977
01- 202- 000- 0000- 6165	Fica- Employer 6.20%	1,208	1,090
01- 202- 000- 0000- 6230	Printing, Publishing & Adv	300	150
01- 202- 000- 0000- 6231	Services & Labor (Incl Contracts)	2,500	2,500
01- 202- 000- 0000- 6250	Telephone	400	400
01- 202- 000- 0000- 6254	Utilities	300	300
01- 202- 000- 0000- 6272	Physical Examinations	400	400
01- 202- 000- 0000- 6302	B&W Maintenance	4,000	4,000
01- 202- 000- 0000- 6314	Radio Maint	500	500
01- 202- 000- 0000- 6352	Insurance	2,558	2,600
01- 202- 000- 0000- 6353	Workers Compensation Insurance	1,146	1,300
01- 202- 000- 0000- 6374	Auto & Trailer License	150	150
01- 202- 000- 0000- 6405	Office Supplies	350	350
01- 202- 000- 0000- 6409	Field Supplies	1,000	1,000
01- 202- 000- 0000- 6410	Clothing Allowance	800	800
01- 202- 000- 0000- 6511	Gas And Oil	4,000	4,000
01- 202- 000- 0000- 6610	Equipment	3,000	3,000
01- 202- 000- 0000- 6617	Radio Equipment	1,500	1,500
DEPT 202 Boat & Water	Revenue	27,385 -	28,475 -
	Expend.	92,431	93,829
	Net	65,046	65,354
203 DEPT Snowmobile			
01- 203- 000- 0000- 5315	Snowmobile State Grant	6,145 -	5,946 -
01- 203- 000- 0000- 5840	Misc Receipts	30 -	30 -
01- 203- 000- 0000- 6101	Salaries- Full Time	19,274	19,996
01- 203- 000- 0000- 6109	Salaries- Overtime	400	400
01- 203- 000- 0000- 6110	Holiday Pay	1,664	1,731
01- 203- 000- 0000- 6124	Medicare- Employer 1.45%	310	321
01- 203- 000- 0000- 6148	Employer Deduct Contribution- HS,	1,086	1,087
01- 203- 000- 0000- 6150	Health Insurance- Employer	4,681	4,896
01- 203- 000- 0000- 6152	Life Insurance- Employer	21	20
01- 203- 000- 0000- 6159	Pera Co- Or 14.4%	3,457	3,585
01- 203- 000- 0000- 6231	Services, Labor, Contracts	1,000	1,000
01- 203- 000- 0000- 6250	Telephone	320	320
01- 203- 000- 0000- 6302	Car Maintenance	1,000	1,000

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01 FUND General Fund

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>ADOPTED</u> <u>2018</u>	<u>PROPOSED</u> <u>2019</u>
01- 203- 000- 0000- 6314	Radio Maint	300	300
01- 203- 000- 0000- 6352	Insurance	0	400
01- 203- 000- 0000- 6353	Workers Comp Insurance	513	520
01- 203- 000- 0000- 6374	Auto & Trailer License	30	30
01- 203- 000- 0000- 6409	Field Supplies	200	200
01- 203- 000- 0000- 6410	Clothing Allowance	300	300
01- 203- 000- 0000- 6511	Gas And Oil	1,800	1,800
01- 203- 000- 0000- 6630	Misc- Capital Expense	4,000	4,000
DEPT 203	Snowmobile		
	Revenue	6,175 -	5,976 -
	Expend.	40,356	41,906
	Net	34,181	35,930
204 DEPT	ATV		
01- 204- 000- 0000- 5315	ATV State Grant	14,212 -	12,500 -
01- 204- 000- 0000- 6101	Salaries- Full Time	10,882	11,248
01- 204- 000- 0000- 6109	Salaries- Overtime	5,000	5,000
01- 204- 000- 0000- 6110	Holiday Pay	998	1,050
01- 204- 000- 0000- 6124	Medicare- Employer 1.45%	245	251
01- 204- 000- 0000- 6148	Employer Deduct Contribution- HS/	612	612
01- 204- 000- 0000- 6150	Health Insurance Employer	2,634	2,754
01- 204- 000- 0000- 6152	Life Insurance- Employer	16	13
01- 204- 000- 0000- 6159	Pera	2,735	2,802
01- 204- 000- 0000- 6231	Services, Labor, Contracts	750	750
01- 204- 000- 0000- 6250	Telephone	165	165
01- 204- 000- 0000- 6302	Car Maintenance	1,500	1,500
01- 204- 000- 0000- 6353	Workers Compensation Insurance	258	325
01- 204- 000- 0000- 6374	Auto & Trailer License	50	50
01- 204- 000- 0000- 6409	Field Supplies	400	400
01- 204- 000- 0000- 6511	Gas And Oil	1,500	1,500
01- 204- 000- 0000- 6630	Misc- Capital Outlay	4,000	4,000
DEPT 204	ATV		
	Revenue	14,212 -	12,500 -
	Expend.	31,745	32,420
	Net	17,533	19,920
252 DEPT	Corrections		
01- 252- 000- 0000- 5530	Corrections Fees	8,000 -	9,000 -
01- 252- 000- 0000- 5532	Transport Inmates	2,500 -	3,000 -

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>ADOPTED</u> <u>2018</u>	<u>PROPOSED</u> <u>2019</u>
01- 252- 000- 0000- 5535	Board Of Prisoners	390,000 -	290,000 -
01- 252- 000- 0000- 5536	Inmate Medical (Boarding)	10,000 -	10,000 -
01- 252- 000- 0000- 5541	Pay To Stay Incounty Boarding Mn6	40,000 -	50,000 -
01- 252- 000- 0000- 5840	Misc Receipts	1,000 -	1,000 -
01- 252- 000- 0000- 5861	Medical Co Pay From Inmates	1,000 -	1,000 -
01- 252- 000- 0000- 6101	Salaries- Full Time	1,296,550	1,368,550
01- 252- 000- 0000- 6102	Salaries- - Part Time	65,000	65,000
01- 252- 000- 0000- 6109	Overtime- Salaries	70,000	70,000
01- 252- 000- 0000- 6110	Holiday Pay	64,500	67,080
01- 252- 000- 0000- 6124	Medicare- Employer 1.45%	21,693	22,775
01- 252- 000- 0000- 6148	Employer Deduct Contribution- HS:	14,690	14,864
01- 252- 000- 0000- 6150	Health Insurance- Employer	330,984	338,212
01- 252- 000- 0000- 6152	Life Insurance- Employer	1,770	1,770
01- 252- 000- 0000- 6154	Long Term Disability- Employer	370	370
01- 252- 000- 0000- 6159	Pera 8.75%	129,965	135,035
01- 252- 000- 0000- 6165	Fica- Employer 6.20%	92,755	97,380
01- 252- 000- 0000- 6205	Postage	100	100
01- 252- 000- 0000- 6230	Printing, Publishing & Adv	500	300
01- 252- 000- 0000- 6231	Services & Labor (Incl Contracts)	50,000	50,000
01- 252- 000- 0000- 6234	Huber- Electronic Monitor	1,000	1,000
01- 252- 000- 0000- 6250	Telephone	4,500	4,500
01- 252- 000- 0000- 6254	Utilities & Heating	100,000	102,000
01- 252- 000- 0000- 6260	Prof Counseling - Inmates	1,000	1,000
01- 252- 000- 0000- 6262	Medical Expenses & Supplies - Inm:	125,000	173,000
01- 252- 000- 0000- 6267	Unemployment Compensation	1,000	1,000
01- 252- 000- 0000- 6271	Inspection Fees	500	500
01- 252- 000- 0000- 6272	Physical Examinations	1,000	1,000
01- 252- 000- 0000- 6302	Car Maintenance	4,500	4,000
01- 252- 000- 0000- 6330	Prisoner Transportation & Travel	6,000	6,000
01- 252- 000- 0000- 6352	Insurance	591	750
01- 252- 000- 0000- 6353	Workers Compensation Insurance	26,253	28,000
01- 252- 000- 0000- 6374	Auto & Trailer License	50	50
01- 252- 000- 0000- 6405	Office & Computer Supplies	10,000	10,000
01- 252- 000- 0000- 6409	Jail Supplies	3,000	3,000
01- 252- 000- 0000- 6410	Clothing Allowance	5,000	5,000
01- 252- 000- 0000- 6418	Groceries	195,000	195,000
01- 252- 000- 0000- 6420	Kitchen Supplies	3,500	3,500

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	ADOPTED <u>2018</u>	PROPOSED <u>2019</u>
01- 252- 000- 0000- 6422		Janitorial Supplies	31,000	33,000
01- 252- 000- 0000- 6424		Inmate Supplies	5,000	5,000
01- 252- 000- 0000- 6511		Gas And Oil	300	300
01- 252- 000- 0000- 6513		Fuel Oil	500	500
01- 252- 000- 0000- 6590		Repair & Maintenance Supplies	40,000	40,000
01- 252- 000- 0000- 6605		Building & Structures	30,000	30,000
01- 252- 000- 0000- 6630		Miscellaneous- Capital Outlay	3,000	3,000
01- 252- 003- 0000- 6241		School Registration Fee	4,000	4,000
01- 252- 003- 0000- 6330		School Tran & Travel & Parking	300	300
01- 252- 003- 0000- 6332		School Hotels / Motels	3,000	3,000
01- 252- 003- 0000- 6340		Schooling Meals	500	500
01- 252- 003- 0000- 6511		Gas And Oil	300	300
DEPT 252	Corrections	Revenue	452,500 -	364,000 -
		Expend.	2,744,671	2,890,636
		Net	2,292,171	2,526,636
253	DEPT Sentence to Serve			
01- 253- 000- 0000- 5315		State Grant Funding	30,443 -	30,443 -
01- 253- 000- 0000- 5760		Donations	1,500 -	0
01- 253- 000- 0000- 5872		Donations- Use 5760	0	1,500 -
01- 253- 000- 0000- 6101		Salaries- Full Time	101,511	71,011
01- 253- 000- 0000- 6109		Salaries- Overtime	500	500
01- 253- 000- 0000- 6124		Medicare Employer	1,471	1,037
01- 253- 000- 0000- 6148		Employer Deduct Contribution- HS:	3,260	1,304
01- 253- 000- 0000- 6150		Health Insurance Employer	27,845	19,675
01- 253- 000- 0000- 6152		Life Insurance- Employer	132	84
01- 253- 000- 0000- 6154		Long Term Disability- Employer	134	0
01- 253- 000- 0000- 6159		Pera Co- Or	8,883	6,257
01- 253- 000- 0000- 6165		Fica- Employer	6,394	4,434
01- 253- 000- 0000- 6250		Telephone	530	540
01- 253- 000- 0000- 6302		Car Maintenance	4,000	4,000
01- 253- 000- 0000- 6330		Transportation/Travel/Parking (Ow	250	250
01- 253- 000- 0000- 6332		Hotel/Motel Lodging	250	250
01- 253- 000- 0000- 6340		Meals (Overnight)	100	100
01- 253- 000- 0000- 6352		Insurance	2,312	2,350
01- 253- 000- 0000- 6353		Workers Comp Insurance	2,488	2,600
01- 253- 000- 0000- 6374		Auto & Trailer License	50	75

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01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>ADOPTED</u> <u>2018</u>	<u>PROPOSED</u> <u>2019</u>
01- 253- 000- 0000- 6405	Operating Supplies	4,000	3,000
01- 253- 000- 0000- 6409	STS Project Supplies	1,000	1,000
01- 253- 000- 0000- 6511	Gas And Oil	4,250	3,600
01- 253- 000- 0000- 6590	Repair & Maintenance Supplies	1,500	1,500
01- 253- 000- 0000- 6610	Equipment	1,500	1,500
01- 253- 000- 0000- 6625	Office Equipment	200	0
01- 253- 000- 0000- 6630	Miscellaneous- Capital Outlay	0	10,000
DEPT 253	Sentence to Serve		
	Revenue	31,943 -	31,943 -
	Expend.	172,560	135,067
	Net	140,617	103,124
254 DEPT	Enhanced 911 System		
01- 254- 000- 0000- 5310	State 'Shared Revenue'- Enhanced 9	89,000 -	89,000 -
01- 254- 000- 0000- 6231	Services, Labor, Contracts	86,000	86,000
DEPT 254	Enhanced 911 System		
	Revenue	89,000 -	89,000 -
	Expend.	86,000	86,000
	Net	3,000 -	3,000 -
Final Totals	Revenue	912,869 -	811,174 -
	Expend.	5,568,156	5,747,725
	Net	4,655,287	4,936,551



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: 2nd Qtr. 2018 Budget Review

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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: 10 minutes
Summary of Issue: Attached is the 2018 2nd Quarter budget review worksheet for Board information/discussion.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
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 type="checkbox"/> No <i>Please Explain:</i>		

Fund Dept	2018 Budgeted		2018 Actual		2018 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
General Fund									
Administration/General Gov't Depts									
1 1 Commissioners	0	244,839	0	116,276	0	(128,563)		47%	
1 40 Auditor	(286,805)	685,587	(111,052)	364,920	175,753	(320,667)	39%	53%	
1 41 Internal Audit	0	62,000	0	24,087	0	(37,913)		39%	
1 42 Treasurer	(29,400)	270,044	(15,383)	134,368	14,017	(135,676)	52%	50%	
1 43 Assessor	(157,900)	821,667	(154,725)	418,184	3,175	(403,483)	98%	51%	City & Township assessment charges collected early each year.
1 44 Central Services	(10,719,477)	165,148	(368,639)	85,114	10,350,838	(80,034)	3%	52%	
1 45 Motor Pool	(60,000)	54,870	0	62,608	60,000	7,738	0%	114%	Vehicles purchased. Revenue transferred at year end. Label & listing sales vary each year. Supplies/capital are late year expenses
1 49 Information Technologies	(1,000)	597,641	(1,692)	245,842	(692)	(351,799)	169%	41%	
1 52 Administration/HR	0	460,954	0	213,368	0	(247,586)		46%	
1 60 Elections	(625)	174,901	(101,173)	19,376	(100,548)	(155,525)		11%	
1 100 Recorder	(210,500)	310,889	(111,757)	129,434	98,743	(181,455)	53%	42%	
1 110 Courthouse Maint	(20,000)	406,983	0	195,509	20,000	(211,474)	0%	48%	
1 111 Buildings	0	72,000	0	2,530	0	(69,470)		4%	
1 120 VSO	(17,000)	141,904	(1,663)	70,903	15,337	(71,001)	10%	50%	Grants received later in year.
1 121 HRA	0	1,800	0	1,085	0	(715)		60%	
Administration/General Gov't Depts Subtotal	(11,502,707)	4,471,227	(866,084)	2,083,604	10,636,623	(2,387,623)	8%	47%	

Fund Dept	2018 Budgeted		2018 Actual		2018 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
Public Safety									
1 12 Court Administration	(1,300)	91,000	(2,763)	48,740	(1,463)	(42,260)	213%	54%	
1 90 Attorney	(75,602)	1,018,642	(28,703)	481,593	46,899	(537,049)	38%	47%	
1 123 Coroner	0	73,800	0	18,433	0	(55,367)		25%	
1 200 Enforcement	(291,654)	2,400,393	(48,725)	1,063,464	242,929	(1,336,929)	17%	44%	
1 201 Sheriff Contingency	0	0	(1,621)	0	(1,621)	0			
1 202 Boat and Water	(27,385)	92,431	(22,268)	12,908	5,117	(79,523)	81%	14%	
1 203 Snowmobile	(6,175)	40,356	(10,339)	23,436	(4,164)	(16,920)	167%	58%	
1 204 ATV	(14,212)	31,745	(12,231)	25,163	1,981	(6,582)	86%	79%	
1 206 Forfeitures	0	0	(17,170)	2,196	(17,170)	2,196			
1 252 Corrections	(452,500)	2,744,671	(315,593)	1,368,935	136,907	(1,375,736)	70%	50%	
1 253 Sentence to Serve	(31,943)	172,560	(21,609)	75,609	10,334	(96,951)	68%	44%	
1 254 Enhanced 911	(89,000)	86,000	(44,595)	106,415	44,405	20,415	50%	124%	
1 255 Crime Victim	(68,619)	80,517	(24,622)	38,673	43,997	(41,844)	36%	48%	
1 257 Aitkin Co. Community Corrections	(453,382)	1,002,358	(217,884)	431,726	235,498	(570,632)	48%	43%	
1 280 Emergency Management	(19,194)	49,424	0	20,898	19,194	(28,526)	0%	42%	
<i>Public Safety Subtotal</i>	<i>(1,530,966)</i>	<i>7,883,897</i>	<i>(768,123)</i>	<i>3,718,189</i>	<i>762,843</i>	<i>(4,165,708)</i>	<i>50%</i>	<i>47%</i>	
Culture and Recreation									
1 500 Library & Historical Society	0	290,027	0	168,619	0	(121,408)		58%	
1 601 Extension	0	80,367	80	37,116	80	(43,251)		46%	
<i>Culture and Recreation Subtotal</i>	<i>0</i>	<i>370,394</i>	<i>80</i>	<i>205,735</i>	<i>80</i>	<i>(164,659)</i>		<i>56%</i>	

Fund Dept	2018 Budgeted		2018 Actual		2018 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
Conservation of Natural Resources									
1 122 Planning and Zoning	(327,534)	459,903	(104,014)	242,116	223,520	(217,787)	32%	53%	Grant funding not received until late in year.
1 390 Environmental Health	(70,500)	77,204	(69,822)	36,611	678	(40,593)	99%	47%	Licensing fees collected in May.
1 391 Solid Waste	(297,709)	297,709	(36,013)	148,388	261,696	(149,321)	12%	50%	Grants received mid-year and year-end.
1 392 Water Wells	(10,000)	6,500	(5,155)	0	4,845	(6,500)	52%	0%	
1 600 Ag Soc, Soil & Water, Ag	0	133,803	0	123,389	0	(10,414)		92%	Appropriations paid at beginning of year to SWCD
1 603 Wetland Value Repl Fund	0	0	0	0	0	0			
<i>Conservation of Natural Resources Subtotal</i>	<i>(705,743)</i>	<i>975,119</i>	<i>(215,004)</i>	<i>550,504</i>	<i>490,739</i>	<i>(424,615)</i>	<i>30%</i>	<i>56%</i>	
Economic Development									
1 700 Promotion, Tran, Airport,	0	38,007	0	19,919	0	(18,088)		52%	
1 711 Economic Development	0	40,787	4,530	21,379	4,530	(19,408)		52%	
<i>Economic Development Subtotal</i>	<i>0</i>	<i>78,794</i>	<i>4,530</i>	<i>41,298</i>	<i>4,530</i>	<i>(37,496)</i>		<i>52%</i>	
General Fund	(13,739,416)	13,779,431	(1,844,601)	6,599,330	11,894,815	(7,180,101)	13%	48%	
Road and Bridge Fund									
3 0 Undesignated	(4,281,077)	0	(1,545,669)	0	2,735,408	0	36%		Delay receiving May portion of property taxes
3 301 Administration/HR	0	502,412	0	297,832	0	(204,580)		59%	Insurance cost shift from 303 to 301 due to software
3 302 Engineering/Construction	0	503,541	0	205,294	0	(298,247)		41%	Staff shortage
3 303 Highway Maintenance	0	3,267,407	0	1,605,614	0	(1,661,793)		49%	
3 307 Capital Infrastructure	(8,058,600)	8,493,600	(189,576)	175,965	7,869,024	(8,317,635)	2%	2%	No construction Jan through June Delay receiving May portion of property taxes - equipment on order but won't receive until later in the year
3 308 Equipment and Facilities	(571,600)	571,600	0	71,568	571,600	(500,032)	0%	13%	
3 310 232 Turnback	0	0	0	0	0	0			
Road and Bridge Fund	(12,911,277)	13,338,560	(1,735,245)	2,356,273	11,176,032	(10,982,287)	13%	18%	

Fund Dept	2018 Budgeted		2018 Actual		2018 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
Health and Human Services Fund									
5 0	0	0	0	0	0	0			
5 400 Public Health	(775,282)	913,556	(292,875)	376,563	482,407	(536,993)	38%	41%	
5 420 Income Maintenance	(1,979,349)	1,933,655	(611,367)	899,636	1,367,982	(1,034,019)	31%	47%	
5 430 Social Services	(4,022,527)	4,329,947	(992,549)	1,981,864	3,029,978	(2,348,083)	25%	46%	
Health and Human Services Fund	(6,777,158)	7,177,158	(1,896,791)	3,258,063	4,880,367	(3,919,095)	28%	45%	
Trust									
10 921 County Development	(339,000)	363,578	(64)	140,486	338,936	(223,092)	0%	39%	
10 923 Forfeited Tax Sales	(1,700,000)	1,705,575	(510,583)	445,265	1,189,417	(1,260,310)	30%	26%	
Trust Fund	(2,039,000)	2,069,153	(510,647)	585,751	1,528,353	(1,483,402)	25%	28%	
Forest Development									
11 924 Forest Resource	(142,500)	155,665	(209)	75,828	142,291	(79,837)	0%	49%	Revenue changes will be reflected after apportionment occurs.
11 925 Reforestation	(170,950)	176,234	(6,499)	58,675	164,451	(117,559)	4%	33%	
11 934 Memorial Forest	(100,265)	114,116	0	89,895	100,265	(24,221)	0%	79%	
11 935 Forest Road	(76,300)	69,067	(19,614)	7,516	56,686	(61,551)	26%	11%	
Forest Development	(490,015)	515,082	(26,322)	231,914	463,693	(283,168)	5%	45%	
Long Lake Conservation Center									
19 521 LLCC Administration	(53,076)	145,165	(40,172)	97,470	12,904	(47,695)	76%	67%	
19 522 LLCC Education	(569,305)	219,430	(279,417)	119,578	289,888	(99,852)	49%	54%	
19 523 LLCC Food	(4,500)	162,415	(2,161)	89,696	2,339	(72,719)	48%	55%	
19 524 LLCC Maintenance	0	108,020	0	56,746	0	(51,274)		53%	
19 525 LLCC Capital Improvement	(14,400)	0	(7,200)	86,970	7,200	86,970	50%		
LLCC Fund	(641,281)	635,030	(328,950)	450,460	312,331	(184,570)	51%	71%	
21 520 Parks	(482,433)	470,839	(277,541)	353,941	204,892	(116,898)	58%	75%	



Board of County Commissioners Agenda Request

8B
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Consider 2019 Appropriations Requests

<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* <i>*provide copy of hearing notice that was published</i>

Submitted by: Jessica Seibert, County Administrator	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 minutes
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Summary of Issue:

Attached is a summary of the 2019 appropriation requests for Board discussion and action.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve/deny 2019 appropriation requests

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 533,059

Is this budgeted? Yes No *Please Explain:*

Aitkin County Budget Appropriations and Dues

	2017	2018	2019	Percent Increase	Comments	Other Agreement/ Statute
Dues						
North Counties Land Use Coordinating Board (10-921)	\$2,000	\$2,000	\$2,000	0.0%	Assume No Change	
MN Rural Counties Caucus (MRCC) (01-44-6844)	\$2,100	\$2,300	\$2,300	0.0%	Assume No Change	
Association of MN Counties (AMC) (01-44-6845)	\$9,718	\$9,893	\$9,893	0.0%	Assume No Change	
Arrowhead Counties (01-44-6846)	\$2,750	\$2,750	\$2,750	0.0%	Assume No Change	
Joint Counties Natural Resource Board (Land Dpt.)	\$1,000	\$1,000	\$1,000	0.0%		
Joint Powers						
East Central Regional Library (Dept 500-500-6801)	\$225,882	\$224,577	\$224,577	0.0%	Assume No Change	
Airport-McGregor (Dept 700-903-6801)	\$13,900	\$13,900	\$13,900	0.0%	Assume No Change	
Snake River Watershed (Dept 600-552-6836)	\$10,079	\$10,079	\$10,079	0.0%		
Airport-Aitkin (Dept 700-903-6800)	\$14,107	\$14,107	\$14,107	0.0%	Assume No Change	
Mississippi Headwaters Board (Dept 600-552-6847)	\$1,500	\$1,500	\$1,500	0.0%		
Appropriations						
Soil and Water (Dept 600-552-6801)	\$98,034	\$98,034	\$98,034	0.0%		MS 103C
C.A.R.E. (Dept 500-502-6848)	\$37,900	\$37,900	\$37,900	0.0%		
Historical Society (Dept 500-501-6801)	\$16,500	\$16,500	\$18,500	12.1%		MS 138.052
Historical Society Insurance (Dept 500)	\$3,000	\$3,000	\$3,000	0.0%		MS 138.052
Ag Society (Dept 600-550-6801)	\$10,000	\$10,000	\$10,000	0.0%		MS 38.14
Ag Society Capital Improvement (Dept 600-550-6843)	\$10,000	\$10,000	\$10,000	0.0%		
Ag Society Insurance (Dept 600)	\$5,000	\$4,000	\$4,000	0.0%		
Total Dues & Appropriations	\$459,370	\$461,540	\$463,540	0.4%		
New Requests Approved in 2018			2019			
CARE - Additional request		\$8,000	\$16,000	100.0%		
Support Within Reach (01-44-6847)		\$500	\$1,500	200.0%		
AEOA Rural Rides Program (01-44-6848)		\$5,000	\$5,000	0.0%		
New Requests in 2019						
ANGELS			\$45,000			
With Additional Requests		\$475,040	\$533,059	12.2%		



Board of County Commissioners Agenda Request

8C
Agenda Item #

Requested Meeting Date: 8/14/2018

Title of Item: Personnel Committee Recommendations

<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* <i>*provide copy of hearing notice that was published</i>

Submitted by: Bobbie Danielson	Department: HR
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 minutes
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Summary of Issue:

7/25/2018 Personnel Committee unanimously recommends:

*Hire a temporary clerical worker in the Land Department to assist with data entry and other related tasks. Not to exceed 104 days. (Est. 2 days per week for one year.)

The Office Assistant V incumbent was hired 2/16/2018 and will be doing her 1st year of tax forfeit work in the field. The temporary clerical worker will provide needed assistance in the office.

This is a non-budgeted position, but the expense can be fully covered in the 2018 Land Dept budget with savings that will be incurred from a mid-year retirement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to authorize hiring a temporary clerical worker, not to exceed 104 days, for the Land Department.

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:*

\$14.06/hour ---- Est. \$13,470.15 over 104 days. (Savings due to retirement estimated at \$32,405 minus any PTO payout. Even if at max PTO accrual payout, there is still considerable savings in the Land Dept budget.)



Board of County Commissioners Agenda Request

8D
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Approve Honeywell Contract

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: Attached is a Standard Form of Agreement Between Owner and Contractor for controls in the new government center in the amount of \$205,970.00 to Honeywell International, Inc. The contract has been reviewed by County Attorney, Jim Ratz. The amount is below the budgeted amount for controls of \$250,000.00.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve the contract with Honeywell International, Inc. for controls in the new government center in the amount of \$205,970.00.		
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? \$ 205,970.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$250,000.00 budgeted in the project budget for controls.		

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



AIA® Document A132™ – 2009

Standard Form of Agreement Between Owner and Contractor, Construction Manager as Adviser Edition

AGREEMENT made as of the Twenty-fourth day of July in the year Two Thousand Eighteen.

(In words, indicate day, month and year.)

BETWEEN the Owner:

(Name, legal status, address and other information)

Aitkin County
217 2nd St NW
Aitkin MN 56431

and the Contractor:

(Name, legal status, address and other information)

Honeywell International, Inc.
1985 Douglas Drive N
Golden Valley MN 55422

for the following Project:

(Name, location and detailed description)

Aitkin County Government Center Addition
217 2nd St NW
Aitkin MN 56431

The Construction Manager:

(Name, legal status, address and other information)

Contegrity Group, Inc.
101 First Street SE
Little Falls, MN 56345

The Architect:

(Name, legal status, address and other information)

BKV Group
222 North 2nd Street
Minneapolis MN 55401

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document is intended to be used in conjunction with AIA Documents A232™–2009, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition; B132™–2009, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition; and C132™–2009, Standard Form of Agreement Between Owner and Construction Manager as Adviser. ^AIA Document A232™–2009 is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS
- 10 INSURANCE AND BONDS

EXHIBIT A DETERMINATION OF THE COST OF THE WORK

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

BID CATEGORY 21: CONTROLS (As described in Specifications Section 00 2413 Scope of Bids)

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement, if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

In Accordance with the Construction Schedule

If, prior to the commencement of the Work, the Owner requires time to file mortgages, mechanics' liens and other security interests, the Owner's time requirement shall be as follows:

§ 3.2 The Contract Time shall be measured from the date of commencement.

§ 3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than () days from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. If appropriate, insert requirements for earlier Substantial Completion of certain portions of the Work.)

Init.

In Accordance with the Construction Schedule

(Table deleted)

, subject to adjustments of this Contract Time as provided in the Contract Documents.

(Insert provisions, if any, for liquidated damages relating to failure to achieve Substantial Completion on time or for bonus payments for early completion of the Work.)

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor’s performance of the Contract. The Contract Sum shall be one of the following:

(Check the appropriate box.)

- Stipulated Sum, in accordance with Section 4.2 below
- Cost of the Work plus the Contractor’s Fee without a Guaranteed Maximum Price, in accordance with Section 4.3 below
- Cost of the Work plus the Contractor’s Fee with a Guaranteed Maximum Price, in accordance with Section 4.4 below

(Based on the selection above, complete Section 4.2, 4.3 or 4.4 below. Based on the selection above, also complete either Section 5.1.4, 5.1.5 or 5.1.6 below.)

§ 4.2 Stipulated Sum

§ 4.2.1 The Stipulated Sum shall be **Two Hundred Five Thousand Nine Hundred Seventy Dollars and Zero Cents (\$205,970.00)**, subject to additions and deletions as provided in the Contract Documents.

§ 4.2.2 The Stipulated Sum is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If the bidding or proposal documents permit the Owner to accept other alternates subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

- Alternate 2 – Flooring
- Alternate 4 – Windows
- Alternate 6 – Sitework and Parking Lot
- Alternate 7 – Hydraulic Jack/Cylinder

§ 4.2.3 Unit prices, if any:

(Identify and state the unit price, and state the quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.2.4 Allowances included in the Stipulated Sum, if any:

(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Allowance
NA	

(Paragraphs deleted)
(Table deleted)
(Paragraphs deleted)
(Table deleted)
(Paragraphs deleted)

(Table deleted)

(Paragraphs deleted)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Construction Manager by the Contractor, and upon certification of the Project Application and Project Certificate for Payment or Application for Payment and Certificate for Payment by the Construction Manager and Architect and issuance by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Original Application for Payment must be received at the home office of the construction manager: Contegrity Group, Inc. no later than the **20th** of the month

§ 5.1.3 Provided that an Application for Payment is received by the Construction Manager not later than the **20th** day of a month, the Owner shall make payment of the certified amount in the Application for Payment to the Contractor not later than 35 day from date due. If an Application for Payment is received by the Construction Manager after the application date fixed above, payment shall be made by the Owner not later than sixty-five (65) days after the Construction Manager receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Progress Payments Where the Contract Sum is Based on a Stipulated Sum

§ 5.1.4.1 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work and be prepared in such form and supported by such data to substantiate its accuracy as the Construction Manager and Architect may require. This schedule, unless objected to by the Construction Manager or Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.4.2 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.4.3 Subject to the provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

- .1 Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the total Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute may be included as provided in Section 7.3.9 of the General Conditions;
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of five percent (5%);
- .3 Subtract the aggregate of previous payments made by the Owner; and
- .4 Subtract amounts, if any, for which the Construction Manager or Architect has withheld or nullified a Certificate for Payment as provided in Section 9.5 of the General Conditions.

§ 5.1.4.4 The progress payment amount determined in accordance with Section 5.1.4.3 shall be further modified under the following circumstances:

- .1 Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to one hundred percent (100%) of the Contract Sum, less such amounts as the Construction Manager recommends and the Architect determines for incomplete Work and unsettled claims; and
- .2 Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Section 9.10.3 of the General Conditions.

§ 5.1.4.5 Reduction or limitation of retainage, if any, shall be as follows:

(If it is intended, prior to Substantial Completion of the entire Work, to reduce or limit the retainage resulting from the percentages inserted in Sections 5.1.4.3.1 and 5.1.4.3.2 above, and this is not explained elsewhere in the Contract Documents, insert here provisions for such reduction or limitation.)

(Paragraphs deleted)

§ 5.1.4.6 Subcontractor and Assignment

This contract shall strictly comply with Minn. Stat. 471.425. The Contractor shall pay the subcontractors for undisputed services provided by them within 10 days of receiving payment from the County. Contractor shall pay interest of 1-1/2 percent per month or any part of a month to a subcontractor on any undisputed amount not paid on time to the subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10. For an unpaid balance of less than \$100, Contractor shall pay the actual penalty due to the subcontractor.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Section 12.2 of AIA Document A232-2009, and to satisfy other requirements, if any, which extend beyond final payment;
- .2 the Contractor has submitted a final accounting for the Cost of the Work, pursuant to Exhibit A, Determination of the Cost of the Work when payment is on the basis of the Cost of the Work, with or without a Guaranteed Maximum payment; and
- .3 a final Certificate for Payment or Project Certificate for Payment has been issued by the Architect; such final payment shall be made by the Owner not more than 30 days after the issuance of the final Certificate for Payment or Project Certificate for Payment, or as follows:

Reference Section 01 2900 Payment Procedures and Section 01 7700 Closeout Procedures

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as Initial Decision Maker pursuant to Section 15.2 of AIA Document A232-2009, unless the parties appoint below another individual, not a party to this Agreement, to serve as Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Section 15.3 of AIA Document A232-2009, the method of binding dispute resolution shall be as follows:

(Check the appropriate box. If the Owner and Contractor do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.)

Arbitration pursuant to Section 15.4 of AIA Document A232-2009.

Litigation in a court of competent jurisdiction.

Other: *(Specify)*

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 Where the Contract Sum is a Stipulated Sum

§ 7.1.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A232–2009.

§ 7.1.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A232–2009.

§ 7.2 Where the Contract Sum is Based on the Cost of the Work with or without a Guaranteed Maximum Price

§ 7.2.1 Subject to the provisions of Section 7.2.2 below, the Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A232–2009.

§ 7.2.2 The Contract may be terminated by the Owner for cause as provided in Article 14 of AIA Document A232–2009; however, the Owner shall then only pay the Contractor an amount calculated as follows:

- .1 Take the Cost of the Work incurred by the Contractor to the date of termination;
- .2 Add the Contractor's Fee computed upon the Cost of the Work to the date of termination at the rate stated in Sections 4.3.2 or 4.4.2, as applicable, or, if the Contractor's Fee is stated as a fixed sum, an amount that bears the same ratio to that fixed-sum Fee as the Cost of the Work at the time of termination bears to a reasonable estimate of the probable Cost of the Work upon its completion; and
- .3 Subtract the aggregate of previous payments made by the Owner.

§ 7.2.3 If the Owner terminates the Contract for cause when the Contract Sum is based on the Cost of the Work with a Guaranteed Maximum Price, and as provided in Article 14 of AIA Document A232–2009, the amount, if any, to be paid to the Contractor under Section 14.2.4 of AIA Document A232–2009 shall not cause the Guaranteed Maximum Price to be exceeded, nor shall it exceed the amount calculated in Section 7.2.2.

§ 7.2.4 The Owner shall also pay the Contractor fair compensation, either by purchase or rental at the election of the Owner, for any equipment owned by the Contractor that the Owner elects to retain and that is not otherwise included in the Cost of the Work under Section 7.2.1. To the extent that the Owner elects to take legal assignment of subcontracts and purchase orders (including rental agreements), the Contractor shall, as a condition of receiving the payments referred to in this Article 7, execute and deliver all such papers and take all such steps, including the legal assignment of such subcontracts and other contractual rights of the Contractor, as the Owner may require for the purpose of fully vesting in the Owner the rights and benefits of the Contractor under such subcontracts or purchase orders.

(Paragraph deleted)

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A232–2009 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.
(Insert rate of interest agreed upon, if any.)

%

§ 8.3 The Owner's representative:
(Name, address and other information)

§ 8.4 The Contractor's representative:
(Name, address and other information)

Init.

§ 8.5 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

§ 8.6 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated in the sections below.

§ 9.1.1 The Agreement is this executed AIA Document A132-2009, Standard Form of Agreement Between Owner and Contractor, Construction Manager as Adviser Edition.

§ 9.1.2 The General Conditions are AIA Document A232-2009, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition.

§ 9.1.3 The Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
00 3100	Geotechnical Data/Report	November 8, 2017	42
00 3100	Hazardous Materials Report	November 10, 2017 November 7, 2017 October 11, 2017	57
00 5200	Standard Form of Agreement	January 30, 2018	1
00 5200	Performance and Payment Bonds	January 30, 2018	10
00 7200	General Conditions of The Contract	January 29, 2018	45
00 7300	Supplementary Conditions	January 30, 2018	8

§ 9.1.4 The Specifications:

(Either list the Specifications here or refer to an exhibit attached to this Agreement.)

See attached list of all Specification Sections which are made part of this contract. Divisions 00-14, 21-23, 26-28 and 31-33

(Table deleted)

§ 9.1.5 The Drawings:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

See attached list of all drawings which are made part of this contract.

(Table deleted)

§ 9.1.6 The Addenda, if any:

Number	Date	Pages
Addendum 1	February 9, 2018	7
Addendum 2	February 16, 2018	76
Addendum 3	February 21, 2018	159

Init.

ALL ITEMS LISTED BELOW ARE PART OF THE CONTRACT DOCUMENTS AS REFERENCED IN ARTICLE 9.1.3, 9.1.4 & 9.1.7 OF THIS AGREEMENT

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

INTRODUCTORY INFORMATION

00 0101	Project Title Page
00 0105	Certifications
00 0110	Table of Contents
00 0116	Advertisement for bids
00 0123	Materials List (Interiors)
00 0124	Materials List (Architectural)
00 0810	Purchase Contracts
00 2113	Instructions to Bidders Form AIA A701-1997 Form
00 2213	Supplementary Instructions to Bidders
00 2413	Scope of Bids
00 3100	Available Project Information Geotechnical Report Hazardous Materials Reports Preliminary Project Schedule
00 4100	Bid Form AIA Form A310-2010 (Sample)
00 4325	Substitution Request Form – Bid Phase
00 5200	Contract Agreement and Bond Forms AIA A312 Performance and Payment Bond Forms (Sample)
00 7200	General Conditions Form AIA A232-2009 Form
00 7300	Supplementary Conditions

DIVISION 01 - GENERAL REQUIREMENTS

01 1000	Summary
01 1321	Electronic Files and Cad Release Form
01 2300	Alternates
01 2500	Contract Modification Procedures
01 2900	Payment Procedures
01 3100	Project Management and Coordination
01 3200	Construction Progress Documentation
01 3300	Submittal Procedures
01 4000	Quality Requirements
01 4100	Special Inspections and Tests
01 4101	Statement of Special Inspections
01 4200	References Standards and Definitions
01 5000	Temporary Facilities and Controls
01 6000	Product Requirements
01 6001	Product Substitution Request Form
01 7000	Execution Requirements
01 7329	Cutting and Patching
01 7419	Construction Waste Management
01 7700	Closeout Procedures
01 7823	Operation and Maintenance Data
01 7839	Project Record Documents
01 7900	Demonstration and Training

DIVISION 02 - EXISTING CONDITIONS

- 02 4113 Selective Site Demolition
- 02 4116 Structure Demolition
- 02 4119 Selective Demolition

DIVISION 03 - CONCRETE

- 03 0130 Maintenance of Cast-in-place Concrete
- 03 1000 Concrete Forms and Accessories
- 03 2000 Concrete Reinforcement
- 03 3000 Cast-in-place Concrete

DIVISION 04 - MASONRY

- 04 0120 Maintenance of Masonry
- 04 2000 Unit Masonry
- 04 7200 Cast Stone Masonry

DIVISION 05 - METALS

- 05 1200 Structural Steel Framing
- 05 2100 Steel Joist Framing
- 05 3113 Steel Floor Decking
- 05 3123 Steel Roof Deck
- 05 4000 Cold-formed Metal Framing
- 05 5000 Metal Fabrications
- 05 5100 Metal Stairs
- 05 5213 Pipe and Tube Railings

DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES

- 06 0111 Maintenance of Historic Wood
- 06 1053 Miscellaneous Rough Carpentry
- 06 1600 Sheathing
- 06 4000 Architectural Woodwork
- 06 6116 Solid Surfacing

DIVISION 07 - THERMAL AND MOISTURE PROTECTION

- 07 1313 Bituminous Dampproofing
- 07 1326 Self-adhering Sheet Waterproofing
- 07 2100 Thermal Insulation
- 07 2423 Direct-Applied Exterior Finish Systems
- 07 2726 Fluid-applied Membrane Air Barriers
- 07 4213 Formed Metal Wall Panels
- 07 5323 EPDM Roofing (Adhered)
- 07 5323.1 EPDM Roofing (Ballasted)
- 07 6200 Sheet Metal Flashing and Trim
- 07 7129 Manufactured Roof Expansion Joints
- 07 7200 Roof Accessories
- 07 8100 Applied Fireproofing
- 07 8413 Penetration Firestopping
- 07 8443 Joint Firestopping
- 07 9200 Joint Sealants
- 07 9500 Expansion Control

DIVISION 08 - OPENINGS

- 08 1113 Hollow Metal Doors and Frames
- 08 1400 Wood Doors
- 08 3113 Access Doors and Frames

08 3323	Overhead Coiling Doors
08 4113	Aluminum-framed Entrances and Storefronts
08 4413	Glazed Aluminum Curtain Walls
08 5113	Aluminum Windows
08 7100	Door Hardware
08 8000	Glazing
08 8300	Mirrors
08 9100	Architectural Louvers

DIVISION 09 - FINISHES

09 0123	Maintenance of Gypsum Plaster
09 0166	Maintenance of Terrazzo Flooring
09 2119	Gypsum Board Shaft Wall Assemblies
09 2216	Non-structural Metal Framing
09 2900	Gypsum Board
09 3000	Tiling
09 5113	Acoustical Panel Ceilings
09 5426	Decorative Wood Ceilings
09 6016	Flooring Transitions
09 6500	Resilient Flooring
09 6600	Terrazzo Flooring
09 6800	Carpeting
09 7200	Wall Coverings
09 7733	FRP Wall Paneling
09 7833	Decorative Wood Wall Surfacing
09 8400	Acoustic Wall Paneling
09 9113	Exterior Painting
09 9123	Interior Painting

DIVISION 10 - SPECIALTIES

10 1100	Visual Display Units
10 1400	Signage
10 2113	Toilet Compartments
10 2239	Folding Panel Partitions
10 2600	Wall and Door Protection
10 2800	Toilet and Bath Accessories
10 4400	Fire Protection Specialties
10 5159	Phenolic Lockers
10 7500	Flagpoles
10 9000	Miscellaneous Specialties

DIVISION 11 – EQUIPMENT (Not Used)

DIVISION 12 - FURNISHINGS

12 4800	Entrance Flooring and Frames
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DIVISION 13 - SPECIAL CONSTRUCTION

13 4600	Ballistic-resistant Assemblies
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DIVISION 14 - CONVEYING EQUIPMENT

14 2400	Hydraulic Elevators
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DIVISION 21 - FIRE SUPPRESSION

21 0500	Common Work Results for Fire Suppression
21 0529	Hangers and Supports for Fire Suppression Piping and Equipment

21 0553 Identification for Fire Suppression Piping and Equipment
21 1200 Fire-suppression Standpipes
21 1313 Wet Pipe Fire-suppression Systems

DIVISION 22 - PLUMBING

22 0500 Common Work Results for Plumbing
22 0513 Common Motor Requirements for Plumbing Equipment
22 0519 Meters and Gages for Plumbing Piping
22 0523 General-duty Valves for Plumbing Piping
22 0529 Hangers and Supports for Plumbing Piping and Equipment
22 0553 Identification for Plumbing Piping and Equipment
22 0700 Plumbing Insulation
22 1116 Domestic Water Piping
22 1119 Domestic Water Piping Specialties
22 1316 Sanitary Waste and Vent Piping
22 1319 Sanitary Waste Piping Specialties
22 1429 Sump Pumps
22 3300 Electric, Domestic Water Heaters
22 4000 Plumbing Fixtures
22 4700 Drinking Fountains and Water Coolers

DIVISION 23 - HEATING VENTILATING AND AIR CONDITIONING

23 0500 Common Work Results for HVAC
23 0513 Common Motor Requirements for HVAC Equipment
23 0515 Variable Frequency Motor controllers
23 0516 Expansion Fittings and Loops for HVAC Piping
23 0519 Meters and Gages for HVAC Piping
23 0523 General Duty Valves for HVAC Piping
23 0529 Hangers and Supports for HVAC Piping and Equipment
23 0548 Vibration and Control for HVAC Piping and Equipment
23 0553 Mechanical Identification for HVAC Piping and Equipment
23 0593 Testing, Adjusting, and Balancing
23 0700 HVAC Insulation
23 0900 HVAC Instrumentation and Controls
23 0993 Sequence of Operation for HVAC Controls
23 1123 Natural-gas Piping
23 2113 Hydronic Piping
23 2123 Hydronic Pumps
23 2300 Refrigerant Piping
23 3113 Metal Ducts
23 3300 Duct Accessories
23 3423 HVAC Power Ventilators
23 3713 Diffusers, Registers, and Grilles
23 5100 Breechings, Chimneys, and Stacks
23 7413 Packaged, Outdoor, Central-station Air-handling Units

DIVISION 26 – ELECTRICAL

26 0500 Common Work Results for Electrical
26 0519 Low-voltage Electrical Power Conductors and Cables
26 0526 Grounding and Bonding for Electrical Systems
26 0529 Hangers and Supports for Electrical Systems
26 0533 Raceways and Boxes for Electrical Systems
26 0553 Identification for Electrical Systems
26 0573 Overcurrent Protective Device Coordination Study
26 0923 Lighting Control Devices

26 2413	Switchboards
26 2416	Panelboards
26 2710	Electrical Utility Coordination
26 2713	Electricity Metering
26 2726	Wiring Devices
26 2813	Fuses
26 2816	Enclosed Switches and Circuit Breakers
26 2913	Enclosed Controllers
26 4313	Surge Protection for Low-voltage Electrical Power Circuits
26 5100	Interior Lighting
26 5600	Exterior Lighting

DIVISION 27 - COMMUNICATIONS

27 0526	Grounding and Bonding for Communications Systems
27 0528	Pathways for Communications Systems
27 0529	Hangers and Supports for Communications Systems
27 0536	Cable Trays for Communications Systems
27 0544	Sleeves and Sleeve Seals for Communications Pathways and Cabling
27 0553	Identification for Communications Systems
27 1100	Communications Equipment Room Fittings
27 1313	Communications Copper Backbone Cabling
27 1323	Communications Optical Fiber Backbone Cabling
27 1513	Communications Copper Horizontal Cabling
27 1523	Communications Optical Fiber Horizontal Cabling
27 1611	Communications Hybrid Cabling

DIVISION 28 - ELECTRONIC SAFETY AND SECURITY

28 1500	Access Control Hardware Devices
28 2000	Video Surveillance
28 8000	Addressable Fire Alarm System

DIVISION 31 - EARTHWORK

31 1000	Site Clearing
31 2300	Excavation and Fill
31 2313	Subgrade Preparation
31 2500	Erosion and Sedimentation Controls

DIVISION 32 - EXTERIOR IMPROVEMENTS

32 1123	Aggregate Base Courses
32 1200	Flexible Paving
32 1313	Concrete Paving
32 1613	Concrete Curbs and Gutters
32 1723	Pavement Markings
32 3300	Site Furnishings
32 9200	Lawns and Grasses
32 9300	Landscaping

DIVISION 33 - UTILITIES

33 0505	Trenching and Backfilling
33 0517	Adjust Miscellaneous Structures
33 0526	Utility Identification
33 1000	Water Utilities
33 3000	Sanitary Sewerage Utilities
33 4000	Storm Drainage Utilities

ALL DRAWINGS LISTED BELOW ARE PART OF THE CONTRACT DOCUMENTS AS REFERENCED IN ARTICLE 9.1.5 OF THIS AGREEMENT

GENERAL

G100	Cover Sheet
G110	Construction Phasing Plan
G120	Code Summary
G122	Code Plan - Level 1 & 2
G123	Code Plan - Level 3
G130	Symbols & Abbreviations
G140	Accessibility & Mounting Heights

CIVIL

C100	Legend And General Notes
C101	Existing Conditions
C102	Removals Plan
C103	Site Plan
C201	Erosion Control Plan
C202	SWPPP
C301	Grading And Drainage Plan
C401	Utility Plan
C501	Storm Sewer Plan And Profiles
C801	Details
C802	Details
C803	Details

LANDSCAPE

L001	Landscape Title Sheets
L100	Site - Landscape Plan
L200	Site - Layout And Surfacing Plan
L300	Landscape Details
L301	Landscape Details

ARCHITECTURE

AD100	Demolition Lower Level - Floor Plan
AD101	Demolition Level 1 - Floor Plan
AD102	Demolition Level 2 - Floor Plan
AD103	Demolition Level 3 - Floor Plan
A010	Architectural Site Plan
A101	Level 1 - Overall Floor Plan
A101A	Floor Plan Level 1 - Area A
A101B	Floor Plan Level 1 - Area B
A102	Level 2 - Overall Floor Plan
A102A	Floor Plan Level 2 - Area A
A102B	Floor Plan Level 2 - Area B
A103	Level 3 - Overall Floor Plan
A103A	Floor Plan Level 3 - Area A
A103B	Floor Plan Level 3 - Area B
A104	Roof Plan
A150	Enlarged Plans
A151	Enlarged Plans
A301	Level 1 Reflected Ceiling Plan - Area A & B
A302	Level 2 Reflected Ceiling Plan - Area A & B
A303	Level 3 Reflected Ceiling Plan - Area A & B
A400	Overall Exterior Elevations

A450	Exterior Elevations
A451	Exterior Elevations
A500	Building Sections
A550	Wall Sections
A551	Wall Sections
A552	Wall Sections
A553	Wall Sections
A600	Construction Types – Exterior
A601	Construction Types - Interior
A610	Construction Types Assembly Details
A640	Details - Material Transitions
A641	Details - Material Transitions
A650	Details - Top Of Wall
A660	Details - Roof
A661	Details - Roof
A700	Elevator Plans And Sections
A720	Stair Plans And Sections
A730	Elevator & Stair Details
A731	Elevator & Stair Details
A800	Interior Elevations
A801	Interior Elevations
A802	Interior Elevations
A803	Interior Elevations
A804	Interior Elevations
A820	Interior Space Details
A821	Interior Space Details
A830	Millwork Sections
A850	Interior Sections And Details
A851	Interior Sections And Details
A900	Opening Schedule, Panel/Frame Types
A920	Aluminum Frame Types
A940	Exterior Storefront & Curtain Wall Details
A941	Exterior Storefront & Curtain Wall Details
A942	Exterior Storefront & Curtain Wall Details
A960	Interior Opening Details

INTERIOR

I050	Interior Finish Schedule
I051	Interior Material ID
I101A	Level 1- Gov't Center - Finish Plan
I101B	Level 1/2/3 - Area B - Finish Plans
I102A	Level 2 - Gov't Center - Finish Plan
I03A	Level 3 - Gov't Center - Finish Plan
I301A	Level 1 - Gov't Center - Furniture Plan – For ref. Only
I301B	Level 1/2/3 - Area B - Furniture Plans – For Ref. Only
I302A	Level 2 - Gov't Center - Furniture Plan – For Ref. Only
I303A	Level 3 - Gov't Center - Furniture Plan – For Ref. Only

STRUCTURAL

S001	General Structural Notes & Abbreviations
S002	Special Inspections
S003	Schedules
S101A	Structural Floor Plan - Level 1 - Area A
S102A	Structural Floor Plan - Level 2 - Area A
S103A	Structural Floor Plan - Level 3 - Area A

S104A	Structural Roof Plan - Area A
S201	Foundation Details
S202	Foundation Details
S501	Steel Framing Details
S502	Steel Framing Details
S503	Steel Framing Details
S504	Steel Framing Details

MECHANICAL

M001	Mechanical Coversheet
M002	Mechanical Note Sheet
MD101	Level 1 Mechanical Demolition Plan
MD102	Level 2 Mechanical Demolition Plan
MD103	Level 3 Mechanical Demolition Plan
M101A	Level 1 Area 'A' Mechanical Plan
M101B	Level 1 Area 'B' Mechanical Plan
M102A	Level 2 Area 'A' Mechanical Plan
M102	Level 2 Area 'B' Mechanical Plan
M103A	Level 3 Area 'A' Mechanical Plan
M103B	Level 3 Area 'B' Mechanical Plan
M141	Mechanical Area 'A' Roof Plan
M141B	Mechanical Area 'B' Roof Plan
M301A	Level 1 Area 'A' Hydronic Plan
M301B	Level 1 Area 'B' Hydronic Plan
M302A	Level 2 Area 'A' Hydronic Plan
M302B	Level 2 Area 'B' Hydronic Plan
M303A	Level 3 Area 'A' Hydronic Plan
M303B	Level 3 Area 'B' Hydronic Plan
M651	Natural Gas Riser Diagrams
M681	Heating Water Riser Diagrams
M682	Heating Water Riser Diagrams
M683	Heating Water Riser Diagrams
M684	Heating Water Riser Diagrams
M685	Heating Water Riser Diagrams
M686	Heating Water Riser Diagrams
M701	Mechanical Details
M702	Mechanical Details
M801	Mechanical Schedules

MECHANICAL & ELECTRICAL

ME801	Mechanical And Electrical Schedules
ME802	Mechanical And Electrical Schedules

PLUMBING

P001	Plumbing Symbols, Abbreviations & Notes
PD101	Level 1 Plumbing Demolition Plan
PD102	Level 2 Plumbing Demolition Plan
P081A	Underground Area 'A' Plumbing Plan
P081B	Underground Area 'B' Plumbing Plan
P101A	Level 1 Area 'A' Plumbing Plan
P101B	Level 1 Area 'B' Plumbing Plan
P102A	Level 2 Area 'A' Plumbing Plan
P102B	Level 2 Area 'B' Plumbing Plan
P103A	Level 3 Area 'A' Plumbing Plan
P103B	Level 3 Area 'B' Plumbing Plan

P141	Plumbing Roof Plan
P801	Plumbing Schedules
P951	Fire Protection Riser Diagram

ELECTRICAL

E001	Electrical Coversheet
E010	Site Plan
E099	Level P1
E101A	Level 1 Area 'A' Power Plan
E101B	Level 1 Area 'B' Power Plan
E102A	Level 2 Area 'A' Power Plan
E102B	Level 2 Area 'B' Power Plan
E103A	Level 3 Area 'A' Power Plan
E103B	Level 3 Area 'B' Power Plan
E104	Roof Power Plan
E151	Enlarged Electrical Room Plans
E201A	Level 1 Area 'A' Lighting Plan
E201B	Level 1 Area 'B' Lighting Plan
E202A	Level 2 Area 'A' Lighting Plan
E202B	Level 2 Area 'B' Lighting Plan
E203A	Level 3 Area 'A' Lighting Plan
E203B	Level 3 Area 'B' Lighting Plan
E401	Electrical Power Riser Diagrams
E501	Electrical Schedules
E520	Electrical Panel Schedules
E521	Electrical Panel Schedules
E601	Electrical Details
ES101A	Level 1 Area 'A' System Plan
ES101B	Level 1 Area 'B' System Plan
ES102A	Level 2 Area 'A' System Plan
ES102B	Level 2 Area 'B' System Plan
ES103A	Level 3 Area 'A' System Plan
ES103B	Level 3 Area 'B' System Plan
ES151	Enlarged Electrical Data Plans
ES401	Systems Riser Diagrams
ES601	Systems Details
ES602	Systems Details

Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 9.

§ 9.1.7 Additional documents, if any, forming part of the Contract Documents are:

- .1 AIA Document A132™–2009, Exhibit A, Determination of the Cost of the Work, if applicable.
- .2 AIA Document E201™–2007, Digital Data Protocol Exhibit, if completed, or the following:
 - .3 AIA Document E202™–2008, Building Information Modeling Protocol Exhibit, if completed, or the following:
 - .4 Other documents, if any, listed below:
(List here any additional documents which are intended to form part of the Contract Documents. AIA Document A232–2009 provides that bidding requirements such as advertisement or invitation to bid, Instructions to Bidders, sample forms and the Contractor's bid are not part of the Contract Documents unless enumerated in this Agreement. They should be listed here only if intended to be part of the Contract Documents.)

Section 00 0116 - Advertisement for Bid
Section 00 2113 - Instruction to Bidders
Section 00 2213 - Supplementary Instruction to Bidders
Section 00 2413 - Scope of Bids
Section 00 3100 - Preliminary Schedule
Section 00 4100 - Bid Form
Section 00 4100 - Bid Security Forms

ARTICLE 10 INSURANCE AND BONDS

The Contractor shall purchase and maintain insurance and provide bonds as set forth in Article 11 of AIA Document A232–2009.

(State bonding requirements, if any, and limits of liability for insurance required in Article 11 of AIA Document A232–2009.)

See Section 00 7300 Supplementary Conditions
(Table deleted)

This Agreement is entered into as of the day and year first written above.

OWNER *(Signature)*

Anne Marcotte, Board Chair
(Printed name and title)

CONTRACTOR *(Signature)*

(Printed name and title)

ATTEST *(Signature)*

Jessica Seibert, County Administrator
(Printed name and title)

**ADDENDUM TO STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR
AND ENUMERATED CONTRACT DOCUMENTS (THE "AGREEMENT")**

**BETWEEN
COUNTY OF AITKIN ("OWNER")**

**AND
HONEYWELL INTERNATIONAL INC. through its BUILDING SOLUTIONS business unit ("CONTRACTOR")
(collectively, the "Parties")**

Notwithstanding anything to the contrary contained in the Agreement, the Parties hereby agreed to modify the Agreement as follows:

**SECTION 007200 GENERAL CONDITIONS FORM
AIA A232-2009, GENERAL CONDITIONS OF THE CONTRACT FOR CONSTRUCTION**

1. § 12.2.6 Insert the following as Section 12.2.6:

"§ 12.2.6 Contractor expressly affirms that it is responsible for all of its own warranties, but expressly disclaims all other warranties, implied or statutory, including but not limited to, any warranty of merchantability or fitness for a particular purpose.

General:

The Agreement together with this Addendum replace and supersede all other agreements, written or oral with respect to its subject matter. Except as expressly amended and supplemented hereby, the Agreement remains in full force and effect. In the event of any conflict between the terms of this Addendum and the terms of the Agreement, the terms of this Addendum shall govern.

COUNTY OF AITKIN

HONEYWELL INTERNATIONAL INC.

BY: _____

BY: Mark Wolle

TITLE: _____

TITLE: Sr. Account Manager

DATE: _____

DATE: 7-11-18



Board of County Commissioners Agenda Request

8E
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Consider Proposal to Move Electrical Panel

<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* <i>*provide copy of hearing notice that was published</i>

Submitted by: Jessica Seibert, County Administrator	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 minutes
---	---

Summary of Issue:

Attached is a proposal from Holden Electric in the amount of \$46,216.00 to move the electrical panel from the basement of the existing courthouse due to flooding issues. A formal project change order is currently being prepared, however Board action is being requested to move forward with this change. The Facility Committee recommends approval of the proposal. Representatives from ContegriyGroup will be on hand to answer questions.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion/direction only.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 46,216.00

Is this budgeted? Yes No *Please Explain:*

Contingency funds available in current project budget.

Holden Electric Co
7669 College Rd
Baxter, MN 56425
Phone: 218-829-4759
Fax: 218-829-4121

Bid Proposal

6/11/2018

TO:

Aitkin CO. Court House

JOB:

Add feeders to demo old service

Bid Date: **3/1/2018**

Work Description: Refeed 2 electric panel, 1 chiller, 1 elevator, 1 transfer switch

Our total price for the above job is: **\$46,216.00**

Exclusions:

Sincerely,



Scott Moser

Phone: 218-829-4769 Fax: 218-829-4121
 AITKIN CO. COURT HOUSE : Add feeders to demo old service
 Totals (Summary) - Bid Summary: Default

*Pick
Wire*

Material	
Non-Quoted	\$21,738.80
Quotes	1,390.00
Sales Tax (7.88%)	1,822.55
Total Material	\$24,951.35
Labor	
Direct (233.98 hours @ \$69.87)	\$16,348.18
Non-Productive Labor	0.00
Total Labor (233.98 hours)	\$16,348.18
Direct Job Expenses	\$0.00
Tools and Miscellaneous Materials	0.00
Subcontracts	0.00
Job Subtotal (Prime Cost)	\$41,299.53
Overhead (5.00%)	2,064.98
Profit (5.00%)	2,168.23
Job Total	\$45,532.74
Bond	682.99
Job Total with Bond	\$46,215.73
Actual Bid Price	\$46,215.73

*5 New
Breakers*

Labor

Material to Direct Labor ratio: 0.60	
Prime Cost per square foot	\$0.98
Job Total per square foot	\$1.08
Actual Bid Price per square ft	\$1.10
Labor cost per square foot	\$0.39
Labor hours per square foot	0.01
Gross Profit %	10.64
Gross Profit \$	\$4,916.20
Net Profit %	6.17

Phone: 218-829-4759 Fax: 218-829-4121

AITKIN CO. COURT HOUSE : Add feeders to demo old service

Material List By Phase

Item #	Description	Quantity
--- 01 Raceway, Fittings & Boxes ---		
1013	1-1/4" EMT (Difficult)	400.00
1014	1-1/2" EMT (Difficult)	200.00
1015	2" EMT (Difficult)	440.00
1340	1-1/4" EMT Elbow	8.00
1341	1-1/2" EMT Elbow	4.00
1342	2" EMT Elbow	8.00
1436	1/2" Set Screw Steel Conn	2.00
1459	1-1/4" Set Screw Steel Insul Throat Conn	4.00
1460	1-1/2" Set Screw Steel Insul Throat Conn	2.00
1461	2" Set Screw Steel Insul Throat Conn	4.00
1556	1/2" Set Screw Steel Cplg	10.00
1559	1-1/4" Set Screw Steel Cplg	48.00
1560	1-1/2" Set Screw Steel Cplg	24.00
1561	2" Set Screw Steel Cplg	52.00
2355	1/2" Conduit Hanger w/Bolt	12.50
2358	1-1/4" Conduit Hanger w/Bolt	50.00
2359	1-1/2" Conduit Hanger w/Bolt	25.00
2360	2" Conduit Hanger w/Bolt	55.00
6473	24x24x8" Screw Cover Pull Box-Nema 1	15.00
24168	1/2" EMT	100.00
--- 02 Wire & Cable ---		
2787	#12 THHN CU Solid Wire	945.00
2792	#8 THHN CU Stranded Wire	460.00
2793	#6 THHN CU Stranded Wire	730.00
2795	#3 THHN CU Stranded Wire	2,760.00
2800	#3/0 THHN CU Stranded Wire	1,770.00
--- 07 Misc ---		
BREAKERS		5.00
T0001	POLAIS LUGS	25.00
T0002	CORE DRILL HOL	16.00



Aitkin County Board of Commissioners Agenda Request Form

9

Agenda Item #

Requested Meeting Date: August 14, 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 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



Board of County Commissioners Agenda Request

10 A
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Closed Meeting - MN Statute 13D.03 - Labor Negotiations

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

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert, County Administrator	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 30 minutes
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Summary of Issue:

Closed meeting under MN Statute 13D.03 to discuss labor negotiations.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Discussion/direction only.

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:*