

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS July 9, 2019 – BOARD AGENDA

Aitkin Public Library

- 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 June 25, 2019 to July 8, 2019
 - B) Approve June 25, 2019 County Board Minutes
 - C) Approve June 25, 2019 BAE Minutes
 - D) Approve June 2, 2019 County Board Minutes - Emergency Meeting
 - E) Approve Electronic Funds Transfers
 - F) Approve Commissioner Warrants
 - G) Approve Auditor Warrants - Contegrity
 - H) Approve Temporary 3.2 Malt Liquor License – Jacobson Vol. Fire Dept.
 - I) Approve Temporary 3.2 Malt Liquor Licenses – Aitkin Fire Dept.
 - J) Approve License to Sell Tobacco Products – TW & ML Partners, LLC
 - K) Adopt Resolution: Cancellation of Forfeiture
 - L) Adopt Resolution: Accept Donation to STS
 - M) Approve Temporary Workspace of County Lands
 - 1. Adopt Resolution: Enbridge Energy Pipeline Easement
 - N) Approve LLCC Water Well Grant
 - O) Approve Extension of Timber Sale Permit #13694
- 9:02 3) Bobbie Danielson, Human Resources Director
- A) Employee Recognition
- 9:10 4) Jessica Seibert, County Administrator
- A) Tim Terrill, Executive Director Mississippi Headwaters Board
 - 1. Adopt Resolution: Adoption of MHB 2019 Comprehensive Plan
 - B) MCIT Report – Kevin Balfanz, Director of Field Services
 - C) Accept Henricksen Furniture Proposal
 - D) Discuss 2020 Commissioners Budget
 - E) County Administrator Updates
- 10:40 5) Committee Updates

- 11:10 6) Kirk Peysar, County Auditor**
 - A) Closed Session Under MN Statute 13D.05 Subd 3(c)(3)**
 - 1. Real Estate Purchase 01-0-051400**
- 11:25 Return Out of Closed Session to Approve/Deny Moving Ahead with Acquisition**
- 11:30 Adjourn**



Aitkin
County

Board of County Commissioners Agenda Request

2A
Agenda Item #

Requested Meeting Date: 07/2/2019

Title of Item: Slow-No Wake Restrictions

<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: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Hill Lake, Hill Lake Township, is experiencing exceptionally high water. Shoreline erosion and damage to real and personal property is occurring. I propose a resolution establishing a lakewide slow no-wake restriction as indicated in the attached draft resolution.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution		
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 July 2, 2019

By Commissioner: xx

20190702-0xx

Temporary Aitkin County Lake Slow-No Wake Restrictions

WHEREAS, due to extraordinary weather conditions, including excessive rainfall during June of 2019, high water elevations prevail on certain Aitkin County Lakes, and

WHEREAS, wave action from wind and watercraft has and will exacerbate shoreline erosion and cause damage to real and personal property, and

WHEREAS, high-water levels coupled with increased wave action have led to the inundation of low-lying yards and structures, and

WHEREAS, in an effort to protect property and limit environmental damage to lakes from shoreline erosion where the County can and may exert some control, the County Board of Commissions enacts this 2nd day of July, 2019, the following Temporary Special Controls to Section 5 Regulations of the Watercraft Ordinance

NOW THEREFORE, BE IT RESOLVED, Hill Lake, Hill Lake Township, Aitkin County, shall have a slow-no wake restriction on the entire lake, effective immediately and concluding upon water level reaching the established high water mark.

BE IT FURTHER RESOLVED, upon agreement of the County Administrator and County Sheriff, the restrictions imposed by this resolution may be removed by administrative decision.

Commissioner xx moved for 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 2nd day of July, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 2nd day of July, 2019

Jessica Seibert
County Administrator









The Aitkin County Board of Commissioners met this 25th day of June, 2019 at 1:30 p.m., at Aitkin City Hall, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham. Commissioner Don Niemi was not present.

CALL TO ORDER

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members present voting yes to approve the June 25, 2019 amended agenda. Agenda Items 3E – Approve Contract for Survey Remonumentation Project, 3F – Approve Personnel Committee Recommendations, and 3G – Approve Letter of Support to Minnesota Public Utilities Commission, were added.

APPROVED AGENDA

Commissioner Don Niemi arrived at 1:37 p.m.

NIEMI ARRIVED

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
June 25, 2019**

**HEALTH &
HUMAN
SERVICES
BOARD**

Attendance

The Aitkin County Board of Commissioners met this 25th day of June, 2019, at 1:35 p.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, arrived at 1:34 p.m., and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Child Social Services Supervisor Jessica Schultz, Public Health Supervisor Erin Melz, Public Health Educator Stacey Durgin, Assistant to the County Administrator Sue Bingham, H&HS Executive Assistant Shawn Speed, and Guests: Carole Holten/H&HS Advisory Committee Chair, and Brielle Bredsten/Aitkin Independent Age.

Agenda

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the June 25, 2019 Health & Human Services Board agenda with the change.

Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the May 28, 2019 Health and Human Services Board minutes.

Bills

Cynthia noted that there were no notable changes in the bills this past month.

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

Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director

Cynthia began by giving her legislative update.

Human Services faired very well this session.

Overall final HHS budget was a bit smaller than was originally proposed, however every issue identified by HHS as a priority was looked at.

Legislative decisions that were welcomed –

- Continuation of the Provider Tax at 1.8% with no sunset date.
- Commitment to fill the gap for the loss of Federal payment for children in residential treatment facilities.
- Opioid legislation that will bring money into our state to address the epidemic.
- Continuation at the base level of funding for local Public Health and the SHIP grant.
- Expansion of payment for telehealth services.
- Changes to the assisted living facilities regulations to better prevent maltreatment of vulnerable adults.

There were a lot of good thing that came out of this session.

Some areas, however, that did have changes we still do not know how they will affect us, for example-

- Substance Use Disorder (SUDS) reform which changed the requirements for assessors in 2017.
- CCDTF (Consolidated Chemical Dependency Treatment Fund) that counties paid money into and we no longer have to pay into that pool. We still have to pay for individuals receiving assessments who are not on MA or do not have private insurance, but not sure how much that will cost us. Nor do we have no way to predict how many of those we will have to pay for each year.

Other areas of interest: Childcare Assistance Program, the fraud issues which resulted in a proposal to freeze all of the child care assistance to low income families until the State could revamp that program did not pass so that program will continue and child care assistance support will be available moving forward.

In addition there are some things in the works to prevent future attempts at fraud. The State is looking at implementing an electronic attendance record and having a centralized location for providers to register. Also, \$425,000 has been allocated each year for fraud investigations at a county level, presumably to support our fraud investigation team.

Commissioner Marcotte mentioned that DHS has been directed to form a work group that will be looking at how to reduce the DHS spending by \$100 million. Would like Cynthia to let her know when that is formed and who ends up on that.

Commissioner Niemi asked Cynthia if she had heard anything about the new bill being signed by the President that requires Doctors/Hospitals to publish all of their rates for services. Cynthia said she will look into it and report back to the board at a later date what she finds out.

Commissioner Marcotte also mentioned that the MN Attorney General's Office is looking into possibly bringing suit against drug manufactures, such as insulin and others, that over the years has not had manufacturing costs rise but that the manufactures continue to raise prices on that they charge for them to the consumers.

Cynthia continued her update by talking about the Leadership Leverage course evaluations she received; they were all very positive and everyone appreciated the opportunity to take the class. In addition the evaluation showed that the course work was helpful to the participants in their daily operations. She will be reaching out to all of the

department heads soon and is looking into starting another class possibly beginning in September.

Commissioner Marcotte thanked Cynthia for leading the class and said that it is up to us to help interested employees who are looking to advance their roles so they can become better leaders.

Lastly Cynthia talked about the Tribal Relations meeting she attended at the American Indian Resource Center in Duluth. The topics that were agreed upon points of concern for both Counties and Tribes and a starting point for collaborative discussions include Child Protection, Children's Justice Initiative, and the Substance Use Disorder issues. There was a good discussion on how together, we can best manage those changes that are coming down from the State. She said they plan to meet quarterly and that she will be bringing back updates after each meeting to the Board.

Adoption of Resolution: Managed Health Care Organizations

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the selection of Blue Cross Blue Shield and UCare for Managed Health Care Organizations.

Approval of Contracts/Agreements/Policies

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Service Agreement between Aitkin County and the Hill City School District for Transportation of Children and Youth in Foster Care Placement.

Facing the Challenges of Dental Health Access in Rural Minnesota Presentation, Stacey Durgin

Stacey started by giving the Board a bit of background on what C&TC (Child & Teen Checkups) is and what she does as the Coordinator.

She said since she became involved with the C&TC Program that she has been concerned with the lack of dental care options for people in the County on MA or Minnesota Care.

She also said there has only been one time, in 20 years, when any of the local dental providers have indicated that they have able to take on new MA or Minnesota Care patients: dentists are only required to have a small percentage of Medical Assistance and MN Care . Once the provider provides service, they are required to continue to provide them with service. Thus providers rarely need to add new patients to meet heir percentage requirements.

New federal requirements took effect in October of 2017 that now require medical clinics to provide fluoride varnishing to kids to help with the dental care access issues.

In 2017 Stacey was contacted by the Minnesota Dental Care Initiative and the MN Collaborative Rural Health Project. At the same time she had heard from her partners in the NE Region that Children's Dental Services (CDS) would now bring hygenists and dentists to rural Minnesota to provide dental. She arranged a meeting with these partners, Riverwood Healthcare, and Head Start, which initiated the conception of the Aitkin County Oral Health Initiative. Through that collaboration Riverwood was able to find where to get the fluoride varnish for patients, she was provided with educational materials, and services were set up provide access to dental care for Aitkin County for patients from youth up to 26 years of age.

The service began in the City of Aitkin, with sites alternating between community partners who allow the use of their space and the Aitkin School District.

In 2018 Children's Dental Services provided care to over 30 patients were served, mostly children. During the 2018-2019 school year, Stacey worked with Hill City and McGregor School districts, to begin meeting the needs in those communities. McGregor School District had 17 people sign up for the clinic. Unfortunately, some of the appointments took longer than expected and one day was not enough time for CDS to serve that many people, so they came back in June to finish the patients they were not able to get to. So far, this year, they have provided dental services to more than 60 people within the county.

Also, just recently Stacey discovered a program for senior citizens, the medically fragile, and the disabled that provides donated services through providers in neighboring counties.

She continues to look for more opportunities to provide the dental care that so many of our constituents are missing in the county.

The Board thanked her for her hard work and dedication to the dental health of our citizens.

Committee Reports

Joint Powers Board Report, Tri-County Community Health Services Board

Erin briefed the board that they met on June 13th and that it was mostly an administrative meeting. That they are starting to look at all of their processes and applying the LEAN method to them to make them more efficient and that they received a legislative update, mostly concerning the SHIP program, also.

H&HS Advisory Committee Update

Carole talked about how good of a group of people there are on the committee and that they are all very active in participating in it and the Suicide Prevention project they are working on.

Commissioner Wedel added that they received training on Suicide Prevention from May Maran of the Crisis and Referral Service.

AEOA Update

Commissioner Westerlund briefed the Board that they met on June 19th in Virginia, MN and that they put on a Senior Carnival that was very well attended.

After the carnival they held their regular board meeting and learned that their current director, Paul, was retiring within the next six months and that they are beginning their search for a replacement for him. They also received some training on financial reports and how to read a budget.

Commissioner Marcotte ended the meeting by speaking about Angels, in McGregor, and how she had received some letters of concern from community members about how important Angels was to the area and that she would leave responding to them up to Commissioner Westerlund and the CARE Board.

Commissioner Niemi mentioned that Bob Marcum has been contacting him in regard to Angels and CARE also and that Bob is taking care of those concerns himself and has a good handle on it.

Commissioner Westerlund added that CARE had recently hired a new director, Lynn Jacobs, and that she had started last week and has been very busy, but has been thinking about the Angels situation and hope to have a plan in the near future. She wants to do it right the first time.

Commissioner Wedel and Erin talked about their meeting with the US Census Bureau representative and how they will be adding more jobs, be them temporary, to the County while the census is being conducted. The bureau also asked that the county set up a Complete Count Committee and Commissioner Wedel intended to talk more about it during the regular Board meeting.

The meeting was adjourned at 2:36 p.m.

Next Meeting – July 23, 2019

Break: 2:36 p.m. to 2:42 p.m.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: June 11, 2019 to June 24, 2019; B) Approve County Board Minutes: June 11, 2019; C) Approve Electronic Funds Transfers: \$770,642.31; D) Approve Commissioner Warrants: General Fund \$82,213.49, Road & Bridge \$25,039.48, Health & Human Services \$28,804.77, State \$390.00, Trust \$9,332.96, Forest Development \$9,360.95, Capital Project \$826.05, Long Lake Conservation Center \$5,235.76, Parks \$1,594.18 for a total of \$162,797.64; E) Approve Auditor Warrants – Contegrity Insurance Settlement: Capital Project \$131,071.55; F) Approve Auditor Warrants – May/June 2019 Settlement: Agency \$3,616,971.54; G) Approve Auditor Warrants – Sales & Use Tax: General Fund \$453.93, Road & Bridge \$461.62, State Fund \$7,033.00, Trust \$23.49, Long Lake Conservation Center \$233.47, Parks \$1,056.83 for a total of \$9,262.34; H) Approve Manual Warrants: General Fund \$14,243.83, Road & Bridge \$118,086.03, Health & Human Services \$5,673.19, State \$1,376,127.54, Trust \$469.93, Taxes & Penalties \$6,172.00, Long Lake Conservation Center \$1,240.86, Parks \$215.00 for a total of \$1,522,228.38; I) Adopt Resolution: Aitkin County License Center; J) Adopt Resolution: LG230 Off-Site Gambling – Isle Lions Club; K) Adopt Resolution: Large Assembly License – The Glen Store & Grill; L) Approve Nationwide Life Insurance Company Fixed Account Amendment, Option 1

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Aitkin County License Center:

BE IT RESOLVED, the Aitkin County License Center (Deputy Registrar 83) operating at 2nd Street NW, Aitkin, MN 56431 incurred additional costs with the implementation of MNLARS.

BE IT RESOLVED, the 2019 Minnesota Legislature passed legislation to reimburse Deputy Registrars for those costs incurred.

**HHS BOARD
ADJOURNS**

BREAK

**CONSENT
AGENDA**

**RESOLUTION
20190625-048
AITKIN COUNTY
LICENSE
CENTER**

BE IT RESOLVED, the amount of reimbursement to the Aitkin County License Center is determined to be \$45,503.28 based on the established formula in legislation.

BE IT RESOLVED, legislation requires the acceptance of release of liability from future MNLARS claims.

THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners accepts the grant amount and authorizes the following signatures to the grant agreement, board chairperson and board clerk. And further authorizes the signature of the county auditor/deputy registrar 83 to the liability release.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi 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 30, 2019 to September 1, 2019)

**RESOLUTION
20190625-049
LG230 OFF-SITE
GAMBLING –
ISLE LIONS
CLUB**

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Large Assembly License – The Glen Store & Grill:

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

Chris Hagman d/b/a The Glen Store & Grill – Malmo Township
This music entertainment is scheduled to take place July 5th and July 6th, 2019 from 7:00 P.M. to 12:00 P.M. Midnight daily.

**RESOLUTION
20190625-050
LARGE
ASSEMBLY
LICENSE – THE
GLEN STORE &
GRILL**

Jessica Seibert, County Administrator welcomed and introduced Teresa Smude, the new Aitkin County Housing and Redevelopment Authority (HRA) Executive Director to the Board.

**HRA EXECUTIVE
DIRECTOR**

Steve Hughes, Aitkin County SWCD District Manager discussed with the Board proposed language for the Lake Superior 1 Watershed 1 Plan. Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the proposed language to the plan, as presented.

**LAKE SUPERIOR
1 WATERSHED 1
PLAN**

Jessica Seibert, County Administrator reviewed the 2019 1st Quarter Budget with the Board.

**1st QUARTER
BUDGET
REVIEW**

Jessica Seibert, County Administrator updated the Board on the following:

- AMC Communications Mtg.
- Quarterly MACA Administrators Mtg.

**COUNTY
ADMINISTRATOR
UPDATES**

- Building Construction

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve and authorize signatures to the Aitkin County Public Land Survey Corner Remonumentation Project Contract between Aitkin County / Aitkin County Land Department and Widseth Smith Nolting & Associates, as presented.

PUBLIC LAND SURVEY CORNER PROJECT CONTRACT

Bobbie Danielson, HR Director presented Personnel Committee recommendations to the Board:

PERSONNEL COMMITTEE

Chief Financial Officer position: Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve creating and filling a FT CFO position and accepting the consultant's recommendation of Grade 12.

CHIEF FINANCIAL OFFICER

Forester & Sr. Forester positions: Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to accept the consultant's recommendation of Grade 7 for the Forester position, and Grade 8 for the Sr. Forester position.

FORESTER & SR. FORESTER

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve letter of support to Minnesota Public Utilities Commission, as presented.

LETTER OF SUPPORT

The Board discussed: ECRL Finance Mtg., AMC Communications Mtg., AIS, Snake River, CARE Board, CARE Finance, Mille Lacs Watershed, DAC, Sobriety Court, Community Meal, Budget, Personnel, Facilities, TZD, Census Bureau, Enbridge, and AMC Board.

BOARD DISCUSSION

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 3:42 p.m. until Tuesday, July 9, 2019 at the Aitkin Public Library.

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

BOARD OF APPEAL AND EQUALIZATION
JUNE 25, 2019
OFFICE OF COUNTY AUDITOR

2c

The Aitkin County Board of Commissioners met this 25th day of June, 2019 at 4:00 p.m. at Aitkin City Hall with Auditor Kirk Peysar, County Assessor Mike Dangers, County Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, and Bill Pratt. County Administrator Jessica Seibert and Administrative Assistant Sue Bingham were also present.

Staff present – Lori Tibbetts and Stacy Westerlund

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, to approve BAE amended agenda. Property owners Suzanne Root, Jean Root were added.

Oath, Introduction and General Information

The following property owners were present:

Timothy and Lynn Hynes

29-0-046105

Information presented: Owners believe there are some unusual factors about this parcel that account for the large discrepancy between purchase price and Estimated Market Value.

Action: Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried. All voted for a 10% reduction on land value for a \$12,220 reduction.

Suzanne Root, Jean Root

56-1-118600

Information presented: Water issues in basement.

Action: Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried. All voted no change as recommended by the County Assessor.

The County Assessor and staff presented the following written appeal to the Board:

Ronald and Darlene Smith

29-1-490000

Information presented: The owners are comparing their property value to the value of a neighboring property that has a lower assessed valuation.

Action: Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried. All voted no change, as recommended by the County Assessor.

Motion by Auditor Peysar, seconded by Commissioner Wedel and carried, all members voting yes to adjourn the meeting at 4:59 p.m.

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

ATTEST:

Kirk Peysar
Aitkin County Auditor

SEAL

AITKIN COUNTY BOARD - EMERGENCY MTG

July 2, 2019

<p>The Aitkin County Board of Commissioners met this 2nd day of July, 2019 at 12:03 p.m. at Aitkin City Hall, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham. Commissioner Don Niemi was absent.</p>	<p>CALL TO ORDER</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting to approve the July 2, 2019 agenda.</p>	<p>APPROVED AGENDA</p>
<p>Dan Guida, Sheriff discussed the recent heavy rains and updated the Board on the subsequent high lake levels on Hill Lake.</p>	<p>HILL LAKE</p>
<p>No public comments were given.</p>	<p>PUBLIC COMMENTS</p>
<p>Motion for a resolution by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members present voting yes to adopt resolution – Temporary Aitkin County Lake Slow-No Wake Restrictions:</p>	
<p>WHEREAS, due to extraordinary weather conditions, including excessive rainfall during June of 2019, high water elevations prevail on certain Aitkin County Lakes, and</p>	
<p>WHEREAS, wave action from wind and watercraft has and will exacerbate shoreline erosion and cause damage to real and personal property, and</p>	<p>RESOLUTION 20190702-051 TEMPORARY AITKIN COUNTY LAKE SLOW-NO WAKE RESTRICTIONS</p>
<p>WHEREAS, high-water levels coupled with increased wave action have led to the inundation of low-lying yards and structures, and</p>	
<p>WHEREAS, in an effort to protect property and limit environmental damage to lakes from shoreline erosion where the County can and may exert some control, the County Board of Commissions enacts this 2nd day of July, 2019, the following Temporary Special Controls to Section 5 Regulations of the Watercraft Ordinance</p>	
<p>NOW THEREFORE, BE IT RESOLVED, Hill Lake, Hill Lake Township, Aitkin County, shall have a slow-no wake restriction on the entire lake, effective immediately and concluding upon water level reaching the established high water mark.</p>	
<p>BE IT FURTHER RESOLVED, upon agreement of the County Administrator and County Sheriff, the restrictions imposed by this resolution may be removed by administrative decision.</p>	

AITKIN COUNTY BOARD - EMERGENCY MTG July 2, 2019

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members present voting to adjourn the meeting at 12:12 p.m.

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator



Aitkin
County

Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: 7/9/2019

Title of Item: Electronic funds transfers

<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 type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Lori Grams	Department: County Treasurer
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Presenter (Name and Title): N/A	Estimated Time Needed:
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Summary of Issue:
Electronic funds transfers thru 7/1/19

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:*

ELECTRONIC FUNDS TRANSFERS

Thru July 1, 2019

Date	Amount	Reason
6/18/19	\$296.00	Manual Abstract
6/19/19	\$594.62	Manual Abstract
6/19/19	\$1,829.00	Auditor Warrants
6/19/19	\$137.00	Auditor Warrants
6/20/19	\$2,171,824.86	Auditor Warrants
6/21/19	\$2,162.86	Auditor Warrants
6/21/19	\$561,241.00	Payroll Abstract
6/24/19	\$61,132.10	Manual Abstract
6/25/19	\$3,453.86	Commissioner Warrants
6/25/19	\$37,605.60	Manual Abstract
6/26/19	\$603.60	Manual Abstract
6/28/19	\$37,505.07	Commissioner Warrants
6/28/19	\$1,591.19	Auditor Warrants
6/28/19	\$4,469.32	Manual Abstract

\$2,884,446.08

LAH1
6/25/19 8:35AM

Aitkin County

2F



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
6/25/19 8:35AM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		120.75	Synopsis 5/14/19	701297	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		120.75	1 Transactions			
6097	Verizon Wireless 01-001-000-0000-6250		31.69	Wedel cell phone	28628780200001	Telephone	N
	01-001-000-0000-6250		35.01	Marcotte Mifi	78666388100002	Telephone	N
6097	Verizon Wireless		66.70	2 Transactions			
1	DEPT Total:		187.45	Commissioners	2 Vendors	3 Transactions	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC 01-012-000-0000-6232		157.50	Attorney fees 01- CR- 17- 1100	69053	Attorney Services	Y
	01-012-000-0000-6232		34.80	Attorney expense 01- CR- 17- 1100	69053	Attorney Services	N
	01-012-000-0000-6232		30.00	Attorney fees 01- PR- 19- 8	69054	Attorney Services	Y
	01-012-000-0000-6232		157.50	Attorney fees 01- CR- 18- 705	69055	Attorney Services	Y
	01-012-000-0000-6232		34.80	Attorney expenses 01- CR- 18- 705	69055	Attorney Services	N
	01-012-000-0000-6232		375.00	Attorney fees 01- JV- 19- 185	69056	Attorney Services	Y
	01-012-000-0000-6232		69.60	Attorney Expense 01- JV- 19- 185	69056	Attorney Services	N
	01-012-000-0000-6232		135.00	Attorney fees 01- PR- 19- 520	69057	Attorney Services	Y
11634	Gammello & Pearson PLLC		994.20	8 Transactions			
12	DEPT Total:		994.20	Court Administration	1 Vendors	8 Transactions	
40	DEPT			Auditor			
783	Canon Financial Services, Inc 01-040-000-0000-6231		200.16	Copier contract 044	20174955	Services, Labor, Contracts	N
	01-040-021-0000-6231		86.28	Copier contract 041	20174955	Services, Labor, Contracts	N
	01-040-021-0000-6231		20.36	Fax Contract 042	20174955	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		306.80	3 Transactions			
8175	Centurylink 01-040-021-0000-6250		65.12	License Center Local	314154028	License Center- Phone	N
8175	Centurylink		65.12	1 Transactions			

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
40 DEPT Total:		371.92	Auditor	2 Vendors	4 Transactions
42 DEPT			Treasurer		
4689 Metro Sales Inc					
01-042-000-0000-6231		135.00	Ricoh Contract	1355570	Services, Labor, Contracts N
4689 Metro Sales Inc		135.00		1 Transactions	
14330 US Bank					
01-042-000-0000-6231		117.53	Ricoh copier	386783807	Services, Labor, Contracts N
14330 US Bank		117.53		1 Transactions	
42 DEPT Total:		252.53	Treasurer	2 Vendors	2 Transactions
43 DEPT			Assessor		
10660 Apex Software					
01-043-000-0000-6405		2,160.00	Apex Maint Renewal	305214	Office, Film & Computer Supplies N
10660 Apex Software		2,160.00		1 Transactions	
783 Canon Financial Services, Inc					
01-043-000-0000-6231		164.08	Copier contract 033	20174950	Services, Labor, Contracts N
783 Canon Financial Services, Inc		164.08		1 Transactions	
12808 Gallagher Benefit Services, Inc.					
01-043-000-0000-6231		350.00	DBM Evaluations	201904485	Services, Labor, Contracts N
12808 Gallagher Benefit Services, Inc.		350.00		1 Transactions	
4641 Holiday Credit Office					
01-043-000-0000-6511		236.21	May fuel	1400000147443	Gas And Oil N
4641 Holiday Credit Office		236.21		1 Transactions	
6097 Verizon Wireless					
01-043-000-0000-6250		149.94	Cell phone	68069088200001	Telephone N
6097 Verizon Wireless		149.94		1 Transactions	
43 DEPT Total:		3,060.23	Assessor	5 Vendors	5 Transactions
44 DEPT			Central Services		
783 Canon Financial Services, Inc					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
783	Canon Financial Services, Inc		Copier contract 043	20174954	Services, Labor, Contracts	N
		200.16				
		200.16	1 Transactions			
8175	Centurylink		Courthouse long distance	313645966	Misc Unchargeable Telephone Charge	N
		1,726.11				
8175	Centurylink					
		1,726.11	1 Transactions			
10185	Centurylink Communications Inc		Central Service phone	320295974	Telephone	N
		2.23				
10185	Centurylink Communications Inc					
		2.23	1 Transactions			
1010	City Of Aitkin		Construction cost	061819	Services, Labor, Contracts	N
		1,537.20				
1010	City Of Aitkin					
		1,537.20	1 Transactions			
3336	Office Of MN. IT Services		May 2019	DV19050375	Services, Labor, Contracts	N
		1,300.00				
3336	Office Of MN. IT Services					
		1,300.00	1 Transactions			
44	DEPT Total:	4,765.70	Central Services	5 Vendors	5 Transactions	
49	DEPT		Information Technologies			
6097	Verizon Wireless		June 19 Broadband	38669511000002	Programming, Services, Contracts	N
		35.01				
6097	Verizon Wireless					
		35.01	1 Transactions			
49	DEPT Total:	35.01	Information Technologies	1 Vendors	1 Transactions	
53	DEPT		Human Resources			
86222	Aitkin Independent Age		Help Wanted	692285	Printing, Publishing & Adv	N
		66.00	05/01/2019 05/04/2019			
		60.00	Help Wanted	694075	Printing, Publishing & Adv	N
		66.00	05/08/2019 05/11/2019			
		66.00	Help Wanted	695820	Printing, Publishing & Adv	N
		63.00	05/15/2019 05/18/2019			
		63.00	Help Wanted	697699	Printing, Publishing & Adv	N
			05/22/2019 05/25/2019			

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
86222 Aitkin Independent Age		255.00	4 Transactions		
13230 BLR					
01- 053- 000- 0000- 6208		3,600.00	Training today online	06041998	Staff Development/Training N
13230 BLR		3,600.00	1 Transactions		
12048 McDowell Agency, Inc./The					
01- 053- 000- 0000- 6234		491.00	Background screenings	114648	Background Check Fees N
12048 McDowell Agency, Inc./The		491.00	1 Transactions		
53 DEPT Total:		4,346.00	Human Resources	3 Vendors	6 Transactions
60 DEPT			Elections		
1601 Election Systems & Software Inc					
01- 060- 000- 0000- 6231		17,285.44	Maint Contract	1084476	Services, Labor, Contracts N
			07/01/2019 06/30/2020		
1601 Election Systems & Software Inc		17,285.44	1 Transactions		
60 DEPT Total:		17,285.44	Elections	1 Vendors	1 Transactions
90 DEPT			Attorney		
10452 AT&T Mobility					
01- 090- 000- 0000- 6250		275.43	Atty Cell Phone	287287384077	Telephone N
10452 AT&T Mobility		275.43	1 Transactions		
783 Canon Financial Services, Inc					
01- 090- 000- 0000- 6405		359.91	Copier contract 038	20189505	Office & Computer Supplies N
783 Canon Financial Services, Inc		359.91	1 Transactions		
10185 Centurylink Communications Inc					
01- 090- 000- 0000- 6250		1.96	Atty phone	320295974	Telephone N
10185 Centurylink Communications Inc		1.96	1 Transactions		
10855 Culligan					
01- 090- 000- 0000- 6213		66.60	Monthly water	150X01052000	Drug & Forfeiture Ms387.213 N
10855 Culligan		66.60	1 Transactions		
6039 Motherway/Michele					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Meals at MCAP's training		Training/Education	N
		Mileage MCAP Training	211@.58	Transportation & Travel & Parking	N
6039 Motherway/Michele					
					2 Transactions
9489 Redwood Toxicology Laboratory, Inc					
		Testing for pre- trial defendan	12289120195	Drug & Forfeiture Ms387.213	6
9489 Redwood Toxicology Laboratory, Inc					
					1 Transactions
11176 Schiferl/Natalie					
		Lunch		Training/Education	N
		MCAO's training	208.5@.58	Transportation & Travel & Parking	N
11176 Schiferl/Natalie					
					2 Transactions
10879 Shred- It					
		On- Site regular service	8127363651	Services, Labor, Contracts	N
10879 Shred- It					
					1 Transactions
3578 Skaj/Karen					
		Transcript State vs Heidersche	2019- 8	Court Reporter Services	Y
3578 Skaj/Karen					
					1 Transactions
4260 St Louis Co Sheriff's Office					
		Service 01cr181051	1902100	Co Sheriff Services	N
		No Service 01cr181051	1902101	Co Sheriff Services	N
		No Service 01cr181051	1902103	Co Sheriff Services	N
4260 St Louis Co Sheriff's Office					
					3 Transactions
86235 The Office Shop Inc					
		Blu- ray discs	1063853- 0	Office & Computer Supplies	N
86235 The Office Shop Inc					
					1 Transactions
5173 Thomson Reuters- West Publishing					
		Information charges	840360990	Computer Research	N
5173 Thomson Reuters- West Publishing					
					1 Transactions
5062 Washington Co Sheriffs Office					
		Service 01cr18942	19001347	Co Sheriff Services	N
5062 Washington Co Sheriffs Office					
					1 Transactions

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
90 DEPT Total:		Attorney	13 Vendors	17 Transactions	
100 DEPT		Recorder			
10795 Moriarty/Michael					
01-100-000-0000-6241		100.00 Conference Registration		Registration Fee	N
01-100-000-0000-6332		476.74 Conference Hotel package		Hotels / Motels	N
01-100-000-0000-6340		79.74 Conference meals		Meals	N
01-100-000-0000-6330		39.36 Conference Mileage	82@.48	Transportation & Travel	N
10795 Moriarty/Michael		695.84	4 Transactions		
3951 Pro West & Associates, Inc					
01-100-195-0000-6231		1,477.94 GIS upgrade & server updates	003427	Services, Labor, Contracts- Land Reco	N
3951 Pro West & Associates, Inc		1,477.94	1 Transactions		
100 DEPT Total:		2,173.78 Recorder	2 Vendors	5 Transactions	
110 DEPT		Courthouse Maintenance			
13725 Beartooth True Value					
01-110-000-0000-6422		14.86 Misc Supplies	A73075	Janitorial Supplies	N
01-110-000-0000-6422		38.47 Tape, ant bait	B87576	Janitorial Supplies	N
13725 Beartooth True Value		53.33	2 Transactions		
12808 Gallagher Benefit Services, Inc.					
01-110-000-0000-6231		350.00 DBM Evaluations	201904485	Services, Labor, Contracts	N
12808 Gallagher Benefit Services, Inc.		350.00	1 Transactions		
1754 Garrison Disposal Company, Inc					
01-110-000-0000-6255		648.85 June billing	97345	Garbage	N
1754 Garrison Disposal Company, Inc		648.85	1 Transactions		
4641 Holiday Credit Office					
01-110-000-0000-6511		98.86 Maintenance fuel	1400000135208	Gas And Oil	N
4641 Holiday Credit Office		98.86	1 Transactions		
2340 Hyytinen Hardware Hank					
01-110-000-0000-6422		39.02 Pliers, glue, drop cloth, tape	1516624	Janitorial Supplies	N
01-110-000-0000-6422		16.57 Dish soap, wall dogs	1518990	Janitorial Supplies	N
01-110-000-0000-6422		14.01 Key, vac belts	1519805	Janitorial Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01- 110- 000- 0000- 6422		Funnel, top soil, mulch	1520410	Janitorial Supplies	N
	01- 110- 000- 0000- 6422		Mulch, top soil	1520436	Janitorial Supplies	N
2340	Hyytinen Hardware Hank					
		119.44			5 Transactions	
89765	Minnesota Elevator, Inc					
	01- 110- 000- 0000- 6231		June Service	805316	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc					
		172.27			1 Transactions	
10948	MN Dept of Labor & Industry					
	01- 110- 000- 0000- 6271		11616 Boiler	ABR02130611	Inspection Fees	N
10948	MN Dept of Labor & Industry					
		10.00			1 Transactions	
84172	Riverwood Healthcare Center					
	01- 110- 000- 0000- 6272		Pre- employment physical		Physical Examinations	6
	01- 110- 000- 0000- 6272		Pre- employment physical	Rehab JMT 6- 6-	Physical Examinations	6
84172	Riverwood Healthcare Center					
		210.00			2 Transactions	
10698	Stericycle,Inc					
	01- 110- 000- 0000- 6255		Steri- Safe	4008661332	Garbage	6
		30.10	07/01/2019 07/31/2019			
10698	Stericycle,Inc					
		30.10			1 Transactions	
110	DEPT Total:	1,692.85	Courthouse Maintenance	9 Vendors	15 Transactions	
120	DEPT		Service Officer			
15219	CenTec Cast Metal Products					
	01- 120- 000- 0000- 6405		Veterans Marker Cust ID 89331	48040	Office & Computer Supplies	N
15219	CenTec Cast Metal Products					
		908.91			1 Transactions	
10185	Centurylink Communications Inc					
	01- 120- 000- 0000- 6250		Veterans phone	320295974	Telephone	N
10185	Centurylink Communications Inc					
		18.91			1 Transactions	
4641	Holiday Credit Office					
	01- 120- 000- 0000- 6511		Vet's van fuel	1400000136034	Gas And Oil	N
4641	Holiday Credit Office					
		379.63			1 Transactions	
86235	The Office Shop Inc					
	01- 120- 000- 0000- 6625		Shredder	1064519- 0	Office Equipment	N
		95.15				

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>	
86235 The Office Shop Inc		HEW toners Hyield	1064728-0	Office & Computer Supplies	N
		561.66			
		656.81			
			2 Transactions		
13934 Tire Barn		Oil change, tires, filter Vet	48375	Car Maintenance	N
		78.93			
13934 Tire Barn		78.93			
			1 Transactions		
120 DEPT Total:		2,043.19	Service Officer	5 Vendors	6 Transactions
122 DEPT			Planning & Zoning		
86222 Aitkin Independent Age		Zoning Amendment	701299	Printing, Publishing & Adv	N
		84.00			
		15.75	Mississippi Headwaters Board	701300	Printing, Publishing & Adv
86222 Aitkin Independent Age		99.75			N
			2 Transactions		
13725 Beartooth True Value		Soils class supplies	A74954	Office, Computer, Film, & Field Suppl	N
		29.99			
13725 Beartooth True Value		29.99			
			1 Transactions		
14320 Benson/Lin		BOA Onsites		Per Diem	Y
		20.00			
		98.02	BOA Mileage	169@.58	Boa/Pc Mileage
		50.00	BOA Meeting	6/5/19	Per Diem
14320 Benson/Lin		168.02			Y
			3 Transactions		
15222 Bressler/Scott		Full refund App2019- 004478		Refunds & Reimbursements	N
		150.00			
15222 Bressler/Scott		150.00			
			1 Transactions		
783 Canon Financial Services, Inc		Copier contract 046	20209901	Services, Labor, Contracts, Programm	N
		166.12			
783 Canon Financial Services, Inc		166.12			
			1 Transactions		
5398 CDW Government, Inc		Burton Computer	SKR3432	Office, Computer, Film, & Field Suppl	N
		386.56			
5398 CDW Government, Inc		386.56			
			1 Transactions		
15142 Christensen/Charles		BOA Onsites		Per Diem	N
		20.00			

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
01- 122- 038- 0000- 6330		72.50	BOA Mileage	125@.58	Boa/Pc Mileage	N
01- 122- 000- 0000- 6350		50.00	BOA Meeting	6/5/19	Per Diem	N
15142 Christensen/Charles		142.50			3 Transactions	
13315 Clark/Eugene						
01- 122- 000- 0000- 6820		250.00	Refund App 2019- 004146		Refunds & Reimbursements	N
13315 Clark/Eugene		250.00			1 Transactions	
9992 Gansen/Peter						
01- 122- 000- 0000- 6330		65.28	Mileage MACPZA training	136@.48	Transportation & Travel	N
9992 Gansen/Peter		65.28			1 Transactions	
10154 Hanson/Michael						
01- 122- 000- 0000- 6820		75.00	Refund #2018- 004112		Refunds & Reimbursements	N
10154 Hanson/Michael		75.00			1 Transactions	
13066 Hargrave/Bryan						
01- 122- 000- 0000- 6231		1,750.00	5 days @ \$350		Services, Labor, Contracts, Programm	Y
			06/10/2019	06/14/2019		
01- 122- 000- 0000- 6231		1,750.00	5 days @ \$350		Services, Labor, Contracts, Programm	Y
			06/17/2019	06/21/2019		
13066 Hargrave/Bryan		3,500.00			2 Transactions	
4641 Holiday Credit Office						
01- 122- 000- 0000- 6511		41.74	P&Z Fuel	1400000135321	Gas And Oil	N
4641 Holiday Credit Office		41.74			1 Transactions	
13339 Marsh/Marcus						
01- 122- 000- 0000- 6350		20.00	BOA Onsites		Per Diem	N
01- 122- 038- 0000- 6330		11.60	BOA Mileage	20@.58	Boa/Pc Mileage	N
01- 122- 000- 0000- 6350		50.00	BOA Meeting	6/5/19	Per Diem	N
13339 Marsh/Marcus		81.60			3 Transactions	
5729 National Pen Co. LLC						
01- 122- 000- 0000- 6800		200.00	Promotional pens	110838438	Misc. Promotional	N
5729 National Pen Co. LLC		200.00			1 Transactions	
5516 Paquette/Jeremy M						
01- 122- 000- 0000- 6350		20.00	BOA Onsites		Per Diem	Y

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		BOA Mileage	117@.58	Boa/Pc Mileage	N
		BOA Meeting	6/5/19	Per Diem	Y
5516 Paquette/Jeremy M		137.86	3 Transactions		
3810 Paulbeck's County Market					
01-122-000-0000-6405		84.34	Soils class	9277342	Office, Computer, Film, & Field Suppl N
3810 Paulbeck's County Market		84.34	1 Transactions		
4010 Rasley Oil Company					
01-122-000-0000-6511		48.27	Fuel	AITCOZOS	Gas And Oil N
4010 Rasley Oil Company		48.27	1 Transactions		
3512 Ritter Sewer & Excavating, Inc					
01-122-000-0000-6820		80.00	Partial refund app2019-004431	Soils Class	Refunds & Reimbursements N
3512 Ritter Sewer & Excavating, Inc		80.00	1 Transactions		
10028 Spiel/Edward					
01-122-000-0000-6350		30.00	BOA Onsites		Per Diem Y
01-122-038-0000-6330		66.06	BOA Mileage	113.9@.58	Boa/Pc Mileage N
01-122-000-0000-6350		50.00	BOA Meeting	6/5/19	Per Diem Y
10028 Spiel/Edward		146.06	3 Transactions		
86235 The Office Shop Inc					
01-122-000-0000-6405		6.80	Notepads	305438-0	Office, Computer, Film, & Field Suppl N
86235 The Office Shop Inc		6.80	1 Transactions		
122 DEPT Total:		5,859.89	Planning & Zoning	20 Vendors	32 Transactions
123 DEPT			Coroner		
3987 Ramsey County Medical Examiner					
01-123-000-0000-6260		1,480.58	ME 19-1275, Medex 025417	05-16-19	Autopsies- - Pathologist, Xrays, Etc N
3987 Ramsey County Medical Examiner		1,480.58	1 Transactions		
123 DEPT Total:		1,480.58	Coroner	1 Vendors	1 Transactions
200 DEPT			Enforcement		
50 Aitkin Body Shop, Inc					
01-200-000-0000-6302		166.79	#206 rocker panel front lt	11189	Car Maintenance N

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>
50 Aitkin Body Shop, Inc		166.79	1 Transactions		
170 Aitkin Motor Company					
01- 200- 201- 0000- 6610		420.00	Ford locking gas caps	13952	Equipment N
170 Aitkin Motor Company		420.00	1 Transactions		
11960 ASAP Towing					
01- 200- 000- 0000- 6359		135.00	19- 1499 forfeiture	6905	Wrecker Service N
11960 ASAP Towing		135.00	1 Transactions		
14568 Axon Enterprise, Inc					
01- 200- 000- 0000- 6409		514.00	Taser training cartridges	SI1594242	Deputy Supplies N
14568 Axon Enterprise, Inc		514.00	1 Transactions		
783 Canon Financial Services, Inc					
01- 200- 000- 0000- 6231		181.45	admin copier lease	20137719	Services & Labor (Incl Contracts) N
783 Canon Financial Services, Inc		181.45	1 Transactions		
10185 Centurylink Communications Inc					
01- 200- 000- 0000- 6250		8.34	Sheriff Phone	320295974	Telephone N
10185 Centurylink Communications Inc		8.34	1 Transactions		
9748 Gary L. Fischler & Associates, Pa					
01- 200- 000- 0000- 6231		650.00	Bruggman pre- emp psych	11554	Services & Labor (Incl Contracts) Y
9748 Gary L. Fischler & Associates, Pa		650.00	1 Transactions		
11715 Granite Electronics					
01- 200- 000- 0000- 6409		226.00	radio holsters	150005510- 1	Deputy Supplies N
11715 Granite Electronics		226.00	1 Transactions		
4641 Holiday Credit Office					
01- 200- 000- 0000- 6511		110.00	#221 gas	1400000288942	Gas And Oil N
4641 Holiday Credit Office		110.00	1 Transactions		
2340 Hyytinen Hardware Hank					
01- 200- 000- 0000- 6405		0.39	screws	1518346	Office Supplies N
01- 200- 000- 0000- 6405		5.95	court keys	1521952	Office Supplies N
01- 200- 000- 0000- 6405		2.38	court keys	1521960	Office Supplies N

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

LAH1
6/25/19 8:35AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
2340 Hyytinen Hardware Hank		8.72	3 Transactions		
2925 L & M Supply, Inc.					
01-200-019-0000-6405		7.18	bisquits	9208228	Office & Computer Supplies N
01-200-019-0000-6405		9.99	lithium batteries	9211716	Office & Computer Supplies N
2925 L & M Supply, Inc.		17.17	2 Transactions		
3371 Minnesota Sheriffs' Association					
01-200-019-0000-6405		120.00	permits to acquire	191890	Office & Computer Supplies N
3371 Minnesota Sheriffs' Association		120.00	1 Transactions		
11538 RCB Collections Range Credit Bureau Inc					
01-200-000-0000-6231		15.13	employment backgrounds	06/12/19	Services & Labor (Incl Contracts) N
11538 RCB Collections Range Credit Bureau Inc		15.13	1 Transactions		
84172 Riverwood Healthcare Center					
01-200-000-0000-6231		78.50	blood draw	04/03/19	Services & Labor (Incl Contracts) 6
01-200-000-0000-6231		52.50	blood draw	04/05/19	Services & Labor (Incl Contracts) 6
01-200-000-0000-6231		52.50	blood draw	04/28/19	Services & Labor (Incl Contracts) 6
84172 Riverwood Healthcare Center		183.50	3 Transactions		
13934 Tire Barn					
01-200-000-0000-6302		467.68	oil change, R brakes #216	47470	Car Maintenance N
01-200-000-0000-6302		54.52	oil change, rotate tires #217	47991	Car Maintenance N
01-200-000-0000-6302		176.50	RR tire replacement #212	48078	Car Maintenance N
01-200-000-0000-6302		44.05	oil change #211	48212	Car Maintenance N
01-200-000-0000-6302		94.05	oil change, repair tires #210	48269	Car Maintenance N
13934 Tire Barn		836.80	5 Transactions		
6097 Verizon Wireless					
01-200-000-0000-6250		209.00	ACSO 78,88,89,98	78666388100002	Telephone N
6097 Verizon Wireless		209.00	1 Transactions		
9642 WEX BANK					
01-200-000-0000-6511		5,511.27		0424007043961	Gas And Oil N
9642 WEX BANK		5,511.27	1 Transactions		
200 DEPT Total:		9,313.17	Enforcement	17 Vendors	26 Transactions

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
202	DEPT			Boat & Water			
2340	Hyytinen Hardware Hank						
	01-202-000-0000-6405		34.87	chain, eye bolts	1516694	Office Supplies	N
	01-202-000-0000-6405		45.28	bolts, chain, keys	1521548	Office Supplies	N
2340	Hyytinen Hardware Hank		80.15				
				2 Transactions			
6044	Rolyan Buoy						
	01-202-000-0000-6610		3,372.50	buoys 2018 Equip Grant	271922	Equipment	N
6044	Rolyan Buoy		3,372.50				
				1 Transactions			
13934	Tire Barn						
	01-202-000-0000-6302		50.09	oil change '16 Ford B&W	47058	B&W Maintenance	N
13934	Tire Barn		50.09				
				1 Transactions			
9642	WEX BANK						
	01-202-000-0000-6511		781.88		0424007043961	Gas And Oil	N
9642	WEX BANK		781.88				
				1 Transactions			
202	DEPT Total:		4,284.62	Boat & Water	4 Vendors	5 Transactions	
252	DEPT			Corrections			
86022	Aitkin Co Health & Human Service						
	01-252-000-0000-6231		171.55	Vaccinations for Sheriff's Dep		Services & Labor (Incl Contracts)	N
86022	Aitkin Co Health & Human Service		171.55				
				1 Transactions			
5658	Amerigas						
	01-252-000-0000-6254		195.84	shelter tower propane	804279334	Utilities & Heating	N
5658	Amerigas		195.84				
				1 Transactions			
14568	Axon Enterprise, Inc						
	01-252-000-0000-6405		514.00	Taser training cartridges	SI1594242	Office & Computer Supplies	N
14568	Axon Enterprise, Inc		514.00				
				1 Transactions			
783	Canon Financial Services, Inc						
	01-252-000-0000-6231		101.52	dispatch copier lease	20174956	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc		101.52				
				1 Transactions			
10185	Centurylink Communications Inc						
	01-252-000-0000-6250		8.34	Sheriff Phone	320295974	Telephone	N

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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>	
10185 Centurylink Communications Inc		8.34				
163 Charter Communications						
01- 252- 252- 0000- 6405		190.61	inmate cable	6081052819	Prisoner Welfare	N
163 Charter Communications		190.61		1 Transactions		
5583 Crawford Supply Company						
01- 252- 252- 0000- 6405		112.68	commissary supplies	1153111	Prisoner Welfare	N
5583 Crawford Supply Company		112.68		1 Transactions		
88628 Dalco						
01- 252- 000- 0000- 6422		322.89	janitorial	3463131	Janitorial Supplies	N
88628 Dalco		322.89		1 Transactions		
1598 Ferrara's Htg Air Cond & Refrig Inc						
01- 252- 000- 0000- 6231		187.00	actuator	9804	Services & Labor (Incl Contracts)	N
1598 Ferrara's Htg Air Cond & Refrig Inc		187.00		1 Transactions		
1775 Galls LLC						
01- 252- 000- 0000- 6410		228.96	uniform pants	012620252	Clothing Allowance	N
1775 Galls LLC		228.96		1 Transactions		
11715 Granite Electronics						
01- 252- 000- 0000- 6409		226.00	radio holsters	150005510- 1	Jail Supplies	N
11715 Granite Electronics		226.00		1 Transactions		
2340 Hyytinen Hardware Hank						
01- 252- 000- 0000- 6590		9.98	lavatory strainer	1518993	Repair & Maintenance Supplies	N
2340 Hyytinen Hardware Hank		9.98		1 Transactions		
5503 Keefe Supply Company						
01- 252- 000- 0000- 6418		408.60	snack cakes / groceries	1152060	Groceries	N
01- 252- 252- 0000- 6405		219.12	commissary supplies	1153110	Prisoner Welfare	N
5503 Keefe Supply Company		627.72		2 Transactions		
13844 McKesson Medical Surgical						
01- 252- 000- 0000- 6262		379.31	test strips, insul syringe, et	55913149	Medical Expenses & Supplies - Inmat	N
01- 252- 000- 0000- 6262		15.60	antacid	55929408	Medical Expenses & Supplies - Inmat	N

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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>	
13844 McKesson Medical Surgical		394.91				
			2 Transactions			
13691 MEnD Correctional Care, PLLC						
01- 252- 000- 0000- 6262		80.00	fentanyl urine screen cards	4062	Medical Expenses & Supplies - Inmat	6
13691 MEnD Correctional Care, PLLC		80.00				
			1 Transactions			
3160 Mille Lacs Energy Coop- Albert Lea						
01- 252- 000- 0000- 6254		257.55	shelter tower	34- 54- 015- 01	Utilities & Heating	N
3160 Mille Lacs Energy Coop- Albert Lea		257.55				
			1 Transactions			
89765 Minnesota Elevator, Inc						
01- 252- 000- 0000- 6231		179.16	June monthly service	804599	Services & Labor (Incl Contracts)	N
89765 Minnesota Elevator, Inc		179.16				
			1 Transactions			
9692 Minnesota Energy Resources Corporation						
01- 252- 000- 0000- 6254		211.26	Jail	505221458	Utilities & Heating	N
01- 252- 000- 0000- 6254		330.63	Jail	505399584	Utilities & Heating	N
01- 252- 000- 0000- 6254		40.60	STS	506726121	Utilities & Heating	N
9692 Minnesota Energy Resources Corporation		582.49				
			3 Transactions			
10948 MN Dept of Labor & Industry						
01- 252- 000- 0000- 6231		20.00	annual boiler license	ABR02125771	Services & Labor (Incl Contracts)	N
01- 252- 000- 0000- 6231		100.00	annual elevator license	ALR00964631	Services & Labor (Incl Contracts)	N
10948 MN Dept of Labor & Industry		120.00				
			2 Transactions			
3712 Office Depot						
01- 252- 000- 0000- 6405		126.40	KW toner	325308856001	Office & Computer Supplies	N
3712 Office Depot		126.40				
			1 Transactions			
3789 Pan- O- Gold Baking Company						
01- 252- 000- 0000- 6418		96.82	groceries	10002419157029	Groceries	N
01- 252- 000- 0000- 6418		131.78	groceries	10002419164029	Groceries	N
3789 Pan- O- Gold Baking Company		228.60				
			2 Transactions			
5426 Plastocon, Inc.						
01- 252- 000- 0000- 6420		758.90	disposable lids for CHT23	98540	Kitchen Supplies	N
5426 Plastocon, Inc.		758.90				
			1 Transactions			
4010 Rasley Oil Company						

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4010 Rasley Oil Company		transport gas	May	Prisoner Transportation & Travel	N
	77.75				
	77.75		1 Transactions		
9295 Reinhart Foodservice		groceries	733962	Groceries	Y
	2,838.24				
	25.76	return groceriees	741787	Groceries	Y
	2,386.65	groceries	750853	Groceries	Y
	2,192.62	groceries	759807	Groceries	Y
9295 Reinhart Foodservice	7,391.75		4 Transactions		
9499 Reliance Telephone Systems, Inc		repair camera 209	10242	Phone Card Prisoner Welfare	N
	541.50				
9499 Reliance Telephone Systems, Inc	541.50		1 Transactions		
84172 Riverwood Healthcare Center		Pre- employment physical		Physical Examinations	6
	110.00				
	595.14	rabies vaccine Martin, F.	JMT Pharm 5- 30	Medical Expenses & Supplies - Inmat	6
84172 Riverwood Healthcare Center	705.14		2 Transactions		
11608 Thrifty White Pharmacy- McGregor		inmate meds	05/31/19	Medical Expenses & Supplies - Inmat	N
	1,830.25				
11608 Thrifty White Pharmacy- McGregor	1,830.25		1 Transactions		
10930 Tidholm Productions		detainer envelopes	0659 8253	Printing, Publishing & Adv	Y
	110.01				
10930 Tidholm Productions	110.01		1 Transactions		
13934 Tire Barn		oil change, rotate Xport Imp	48188	Car Maintenance	N
	63.08				
	860.93	A/C Compressor, valve #316	48249	Car Maintenance	N
13934 Tire Barn	924.01		2 Transactions		
10005 Watson/Linda		indigent haircut	06/15/19	Services & Labor (Incl Contracts)	Y
	10.00				
10005 Watson/Linda	10.00		1 Transactions		
9642 WEX BANK				Prisoner Transportation & Travel	N
	392.78		0424007043961		

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9642 WEX BANK		392.78	1 Transactions		
252 DEPT Total:		17,608.29	Corrections	31 Vendors	42 Transactions
253 DEPT			Sentence to Serve		
2340 Hyytinen Hardware Hank					
01-253-000-0000-6405		25.98	varnish	1517791	Operating Supplies N
01-253-000-0000-6405		12.99	towels	1518246	Operating Supplies N
01-253-000-0000-6405		16.48	flat black paint	1520673	Operating Supplies N
01-253-000-0000-6405		5.38	twine	1522092	Operating Supplies N
01-253-000-0000-6405		16.99	batteries	1522487	Operating Supplies N
2340 Hyytinen Hardware Hank		77.82	5 Transactions		
4010 Rasley Oil Company					
01-253-000-0000-6511		409.43	STS gas	May	Gas And Oil N
4010 Rasley Oil Company		409.43	1 Transactions		
5551 Unclaimed Freight North					
01-253-000-0000-6405		15.09	paint rollers, pans	06-10-19	Operating Supplies N
5551 Unclaimed Freight North		15.09	1 Transactions		
253 DEPT Total:		502.34	Sentence to Serve	3 Vendors	7 Transactions
255 DEPT			General Crime Victim Grant		
86235 The Office Shop Inc					
01-255-000-0000-6405		211.39	Ink, kleenex, water	1064882-0	Office & Computer Supplies N
86235 The Office Shop Inc		211.39	1 Transactions		
255 DEPT Total:		211.39	General Crime Victim Grant	1 Vendors	1 Transactions
257 DEPT			Community Corrections		
4641 Holiday Credit Office					
01-257-000-0000-6335		18.80	May fuel	1400000155373	Gas/Vehicle Fuel Charges N
01-257-251-0000-6335		30.16	May fuel	1400000155373	Gas/Vehicle Fuel Charges N
01-257-257-0000-6335		12.81	May fuel	1400000155373	Gas/Vehicle Fuel Charges N
01-257-258-0000-6335		42.22	May fuel	1400000155373	Gas/Vehicle Fuel Charges N
4641 Holiday Credit Office		103.99	4 Transactions		

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						Service Dates	Paid On Bhf #	On Behalf of Name	
11997 Minnesota Monitoring		01-257-267-0000-6341			2,616.50	Monitoring equip rental	7130	Equipment Rental	N
11997 Minnesota Monitoring					2,616.50	1 Transactions			
87101 North Homes- Standard		01-257-255-0000-6204			2,151.12	NRB Pre- dispo detention	2680325	Juvenile Detention	N
		01-257-255-0000-6204			5,108.91	05/13/2019 05/21/2019 KRT pre- dispo detention	2680325	Juvenile Detention	N
		01-257-255-0000-6204			2,189.52	05/01/2019 05/20/2019 JOG Secure Detention	3680487	Juvenile Detention	N
		01-257-255-0000-6204			3,495.57	05/01/2019 05/07/2019 IAB Secure Detention	3680487	Juvenile Detention	N
		01-257-255-0000-6204			1,613.34	05/01/2019 05/14/2019 CGW Secure Detention	3680515	Juvenile Detention	N
		01-257-255-0000-6204			158.62	05/08/2019 05/14/2019 IAB Transport	MR11133	Juvenile Detention	N
87101 North Homes- Standard					14,717.08	05/07/2019 05/07/2019 6 Transactions			
87300 Port Boy's Group Homes		01-257-255-0000-6204			2,703.80	JOG Pre- dispo detention		Juvenile Detention	N
						05/03/2019 05/14/2019			
87300 Port Boy's Group Homes					2,703.80	1 Transactions			
9489 Redwood Toxicology Laboratory, Inc		01-257-267-0000-6274			180.88	Urinalysis testing	02239920195	Drug Testing Fee	6
9489 Redwood Toxicology Laboratory, Inc					180.88	1 Transactions			
13951 West Central Regional Juvenile Center		01-257-255-0000-6204			8,400.00	AMN Detention	1- 1- 1	Juvenile Detention	N
		01-257-255-0000-6204			52.00	05/01/2019 05/28/2019 AMN prescriptions	1- 1- 1	Juvenile Detention	N
						05/09/2019 05/09/2019			
13951 West Central Regional Juvenile Center					8,452.00	2 Transactions			
257 DEPT Total:					28,774.25	Community Corrections	6 Vendors	15 Transactions	
280 DEPT						Emergency Management			
10185 Centurylink Communications Inc									

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10185 Centurylink Communications Inc		Sheriff Phone	320295974	Telephone	N
	1.45				
	1.45	1 Transactions			
280 DEPT Total:	1.45	Emergency Management	1 Vendors	1 Transactions	
390 DEPT		Environmental Health (FBL)			
86222 Aitkin Independent Age		Food Protection & Lodging	701298	Printing, Publishing & Adv	N
	63.00				
86222 Aitkin Independent Age	63.00	1 Transactions			
4641 Holiday Credit Office		FBL Fuel	1400000135321	Gas And Oil	N
	34.10				
4641 Holiday Credit Office	34.10	1 Transactions			
12486 Leitinger/Michelle		Parkin MDH training		Transportation & Travel & Parking	N
	4.00				
12486 Leitinger/Michelle	4.00	1 Transactions			
86235 The Office Shop Inc		Laminated signs	305447-0	Office, Film, And Field Supplies	N
	100.00				
86235 The Office Shop Inc	100.00	1 Transactions			
390 DEPT Total:	201.10	Environmental Health (FBL)	4 Vendors	4 Transactions	
391 DEPT		Solid Waste			
86222 Aitkin Independent Age		Clean Shop	922720	Printing, Publishing & Adv	N
	83.97				
	167.94	Spring HHW	922723	Printing, Publishing & Adv	N
	230.93	E- Waste Ad	939469	Printing, Publishing & Adv	N
86222 Aitkin Independent Age	482.84	3 Transactions			
170 Aitkin Motor Company		Floor liners 17 Ford Escape	22420	Car Maintenance	N
	199.98				
170 Aitkin Motor Company	199.98	1 Transactions			
1754 Garrison Disposal Company, Inc		Dumpster for HHW	97307	Services, Labor, & Minor Contracts	N
	614.60				

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1754	Garrison Disposal Company, Inc		614.60				
				1 Transactions			
5729	National Pen Co. LLC						
	01-391-000-0000-6800		72.90	Promotional pens	110838438	Miscellaneous(Promotional)	N
5729	National Pen Co. LLC		72.90				
				1 Transactions			
3810	Paulbeck's County Market						
	01-391-000-0000-6405		30.97	E- Waste Day supplies	9277342	Office & Film Supplies	N
3810	Paulbeck's County Market		30.97				
				1 Transactions			
4150	Rosallini's						
	01-391-000-0000-6405		105.94	Pizza & Cookies E- Waste Day		Office & Film Supplies	N
4150	Rosallini's		105.94				
				1 Transactions			
13146	The Retrofit Companies, Inc						
	01-391-000-0000-6231		5,330.00	E- Waste Collection items	0104649- IN	Services, Labor, & Minor Contracts	N
13146	The Retrofit Companies, Inc		5,330.00				
				1 Transactions			
6097	Verizon Wireless						
	01-391-000-0000-6250		37.58	Monthly cellular	28625229900001	Telephone	N
6097	Verizon Wireless		37.58				
				1 Transactions			
391	DEPT Total:		6,874.81	Solid Waste	8 Vendors	10 Transactions	
392	DEPT			Water Wells			
2340	Hyytinen Hardware Hank						
	01-392-000-0000-6405		4.47	Distilled water	1525597	Office & Film Supplies	N
2340	Hyytinen Hardware Hank		4.47				
				1 Transactions			
13679	Thomas Scientific						
	01-392-000-0000-6405		125.02	Nitrogen, nitrate, chlorine ta	1582560	Office & Film Supplies	N
	01-392-000-0000-6405		51.90	Nitrogen, nitrate	1583546	Office & Film Supplies	N
	01-392-000-0000-6405		48.71	Bag Whirlpak	1584669	Office & Film Supplies	N
	01-392-000-0000-6405		293.74	Electrode reference	1591002	Office & Film Supplies	N
13679	Thomas Scientific		519.37				
				4 Transactions			
392	DEPT Total:		523.84	Water Wells	2 Vendors	5 Transactions	

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601	DEPT		Extension			
89471	Aitkin Co 4- H Council		Plat Books Rec 8615	5950- 5959	4- H Plat Book Sales	N
	01- 601- 551- 0000- 5840	400.00				
89471	Aitkin Co 4- H Council	400.00	1 Transactions			
10850	Carlson/David L		Extension mileage	113@.58	Extension Comm Expenses (Not Per L	N
	01- 601- 000- 0000- 6360	65.54				
	01- 601- 000- 0000- 6350	105.00	Extension committee	Feb/Apr/June	Per Diem	Y
10850	Carlson/David L	170.54	2 Transactions			
11187	Regents Of The University of Minnesota		April- June 19 MOA	300022728	Univ Of Minn Contracts	N
	01- 601- 000- 0000- 6262	18,444.99				
11187	Regents Of The University of Minnesota	18,444.99	1 Transactions			
601	DEPT Total:	19,015.53	Extension	3 Vendors	4 Transactions	
700	DEPT		Promotion,AEOA Tran,Airport,RC&D,Tol			
10821	Jaques Art Center		Tourism grant 185		Appropriations- Grant	N
	01- 700- 909- 0000- 6801	500.00				
10821	Jaques Art Center	500.00	1 Transactions			
3105	McGregor Chamber Of Commerce		Tourism grant #187		Appropriations- Grant	N
	01- 700- 909- 0000- 6801	1,000.00				
3105	McGregor Chamber Of Commerce	1,000.00	1 Transactions			
11458	MSPN		ATV Advertising	4942	Tourism Miscellaneous	N
	01- 700- 909- 0000- 6800	868.00				
11458	MSPN	868.00	1 Transactions			
14555	The Butler Building		Tourism Grant #186		Appropriations- Grant	N
	01- 700- 909- 0000- 6801	500.00				
14555	The Butler Building	500.00	1 Transactions			
700	DEPT Total:	2,868.00	Promotion,AEOA Tran,Airport,RC&D,T	4 Vendors	4 Transactions	
711	DEPT		Economic Development			
15218	Northspan		2019 IREA membership dues		Dues/Assoc Fees	N
	01- 711- 000- 0000- 6240	75.00				

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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>
15218 Northspan		75.00		1 Transactions	1099
711 DEPT Total:		75.00	Economic Development	1 Vendors	1 Transactions
1 Fund Total:		137,944.09	General Fund		236 Transactions

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LAH1
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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT		Undesignated			
15220	CAMPE/CHRIS					
	03- 000- 000- 0000- 5855		15.00		CALC CHLOR REFUND- OVERPAYMENT	Charges- Individuals N
15220	CAMPE/CHRIS		15.00		1 Transactions	
14581	Rabenberg/Eric					
	03- 000- 000- 0000- 5857		500.00		DEPOSIT REFUND	Culverts N
14581	Rabenberg/Eric		500.00		1 Transactions	
15221	WHIPPLE/EUGENE					
	03- 000- 000- 0000- 5857		500.00		DEPOSIT REFUND	Culverts N
15221	WHIPPLE/EUGENE		500.00		1 Transactions	
0	DEPT Total:		1,015.00		Undesignated	3 Vendors 3 Transactions
301	DEPT		R&B Administration			
783	Canon Financial Services, Inc					
	03- 301- 000- 0000- 6300		162.82		CONTRACT CHARGE	20209898 Service Contracts N
783	Canon Financial Services, Inc		162.82		1 Transactions	
10855	Culligan					
	03- 301- 000- 0000- 6400		44.40		WATER	477090 Supplies And Materials N
10855	Culligan		44.40		1 Transactions	
11406	Innovative Office Solutions, LLC					
	03- 301- 000- 0000- 6400		156.20		OFFICE SUPPLIES	IN2535818 Supplies And Materials N
11406	Innovative Office Solutions, LLC		156.20		1 Transactions	
301	DEPT Total:		363.42		R&B Administration	3 Vendors 3 Transactions
302	DEPT		R&B Engineering/Construction			
8497	Northern Lath Company					
	03- 302- 000- 0000- 6449		1,725.00		LATH	0- 006705 Rd/Br Engr. Supplies N
8497	Northern Lath Company		1,725.00		1 Transactions	
302	DEPT Total:		1,725.00		R&B Engineering/Construction	1 Vendors 1 Transactions
303	DEPT		R&B Highway Maintenance			

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
195	Aitkin Tire Shop					
	03- 303- 000- 0000- 6590		71.00 REPAIR LABOR	0- 058996	Repair & Maintenance Supplies	Y
	03- 303- 000- 0000- 6590		2,000.00 TIRES	0- 059050	Repair & Maintenance Supplies	N
195	Aitkin Tire Shop		2,071.00			
				2 Transactions		
11405	Bargen Incorporated					
	03- 303- 000- 0000- 6517		5,995.00 KETTLE RENTAL	219251	Asphalt,Crackfiller,Tack Oil,Etc	N
11405	Bargen Incorporated		5,995.00			
				1 Transactions		
13725	Beartooth True Value					
	03- 303- 000- 0000- 6517		14.97 SEALING PROPANE	A75249	Asphalt,Crackfiller,Tack Oil,Etc	N
	03- 303- 000- 0000- 6298		22.47 AITKIN SHOP SUPPLIES	B87030	Shop Maintenance	N
	03- 303- 000- 0000- 6517		22.00 SEALING PROPANE	B87081	Asphalt,Crackfiller,Tack Oil,Etc	N
	03- 303- 000- 0000- 6517		8.00 SEALING PROPANE	B87082	Asphalt,Crackfiller,Tack Oil,Etc	N
	03- 303- 000- 0000- 6517		29.94 SEALING PROPANE	B88513	Asphalt,Crackfiller,Tack Oil,Etc	N
	03- 303- 000- 0000- 6517		30.00 SEALING PROPANE	B88706	Asphalt,Crackfiller,Tack Oil,Etc	N
13725	Beartooth True Value		127.38			
				6 Transactions		
8175	Centurylink					
	03- 303- 000- 0000- 6254		31.29 FAX: HWY OFFICE June/July	313199328	Utilities	N
8175	Centurylink		31.29			
				1 Transactions		
14887	Cintas Corporation					
	03- 303- 000- 0000- 6298		19.55 SHOP LAUNDRY	4023516464	Shop Maintenance	N
	03- 303- 000- 0000- 6298		16.13 SHOP LAUNDRY	4023968844	Shop Maintenance	N
14887	Cintas Corporation		35.68			
				2 Transactions		
1010	City Of Aitkin					
	03- 303- 000- 0000- 6516		2,909.50 SPEED SIGN	PC20190005	Signs & Posts	N
1010	City Of Aitkin		2,909.50			
				1 Transactions		
5893	Consolidated Telecommunications Co.					
	03- 303- 000- 0000- 6254		150.00 HIGH SPEED INTERNET	20664851	Utilities	N
5893	Consolidated Telecommunications Co.		150.00			
				1 Transactions		
1115	Contech Engineered Solutions					
	03- 303- 000- 0000- 6515		371.23 15" BAND	18598981	Culverts	N
	03- 303- 000- 0000- 6515		231.97 18" BAND	18598981	Culverts	N
	03- 303- 000- 0000- 6515		9,143.81 18" ANNULAR CULVERT	18598981	Culverts	N

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	03-303-000-0000-6515		15" ANNULAR CULVERT	18598981	Culverts	N
	03-303-000-0000-6515		12" BAND	18598981	Culverts	N
	03-303-000-0000-6515		12" ANNULAR CULVERT	18598981	Culverts	N
1115	Contech Engineered Solutions					
		17,514.72				6 Transactions
1430	Dotzler Power Equipment					
	03-303-000-0000-6590	44.97	REPAIR PARTS	9150	Repair & Maintenance Supplies	N
1430	Dotzler Power Equipment	44.97				1 Transactions
9368	FirstSource					
	03-303-000-0000-6296	104.40	PRE EMPLOYMENT SCREEN	FL00302921	Meeting Expense/Physicals	Y
9368	FirstSource	104.40				1 Transactions
1754	Garrison Disposal Company, Inc					
	03-303-000-0000-6254	119.90	MAY AITKIN SHOP	97453	Utilities	N
1754	Garrison Disposal Company, Inc	119.90				1 Transactions
1818	Glen's Sign Dezine					
	03-303-000-0000-6516	100.00	ROUGH ROAD SIGN		Signs & Posts	Y
1818	Glen's Sign Dezine	100.00				1 Transactions
2340	Hyytinen Hardware Hank					
	03-303-000-0000-6298	20.96	AITKIN SHOP SUPPLIES	1517718	Shop Maintenance	N
	03-303-000-0000-6298	54.99	AITKIN SHOP SUPPLIES	1518206	Shop Maintenance	N
	03-303-000-0000-6298	197.99	AITKIN SHOP SUPPLIES	1518690	Shop Maintenance	N
	03-303-000-0000-6298	129.98	AITKIN SHOP SUPPLIES	1519109	Shop Maintenance	N
	03-303-000-0000-6521	23.98	MAILBOX REPAIR	1519396	Maintenance Supplies	N
	03-303-000-0000-6516	24.99	SIGN SUPPLIES	1520238	Signs & Posts	N
	03-303-000-0000-6298	89.99	AITKIN SHOP SUPPLIES	1521783	Shop Maintenance	N
	03-303-000-0000-6298	18.98	AITKIN SHOP SUPPLIES	1522211	Shop Maintenance	N
	03-303-000-0000-6298	31.96	AITKIN SHOP SUPPLIES	1522421	Shop Maintenance	N
2340	Hyytinen Hardware Hank	593.82				9 Transactions
91187	Lake Country Power					
	03-303-000-0000-6254	76.19	MAY/JUN JACOBSON	1400073000	Utilities	N
	03-303-000-0000-6254	91.76	MAY/JUN SWATARA	140946401	Utilities	N
91187	Lake Country Power	167.95				2 Transactions
10824	Maney International Inc					

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		REPAIR PARTS	812829	Repair & Maintenance Supplies	N
		REPAIR PARTS	813350	Repair & Maintenance Supplies	N
		REPAIR PARTS	813481	Repair & Maintenance Supplies	N
10824 Maney International Inc					
					3 Transactions
8527 Midstates Equipment & Supply					
		CRACK SEALING	219328	Asphalt,Crackfiller,Tack Oil,Etc	N
8527 Midstates Equipment & Supply					1 Transactions
5917 Mike's Bobcat Service					
		GRADING	JUNE 2019	Maintenance Supplies	N
5917 Mike's Bobcat Service					1 Transactions
3160 Mille Lacs Energy Coop- Albert Lea					
		POWER: PALISADE	18- 52- 026- 01	Utilities	N
		169 & CSAH 3	19- 23- 010- 01	Utilities	N
		POWER: MCGREGOR	29- 53- 003- 01	Utilities	N
		POWER: AITKIN	33- 52- 007- 02	Utilities	N
		169 & CSAH 28	39- 62- 022- 01	Utilities	N
		CSAH 12	40- 06- 000- 01	Utilities	N
		47 & CSAH 2	54- 51- 104- 01	Utilities	N
3160 Mille Lacs Energy Coop- Albert Lea					7 Transactions
10948 MN Dept of Labor & Industry					
		PRESSURE VESSEL	ABR0212572I	Shop Maintenance	N
10948 MN Dept of Labor & Industry					1 Transactions
10720 Nuss Truck & Equipment					
		REPAIR PARTS	6118785P	Repair & Maintenance Supplies	N
10720 Nuss Truck & Equipment					1 Transactions
13116 Rally Snares					
		MILEAGE	APR/MAY 2019	Maintenance Supplies	Y
		BEAVER REMOVAL	APR/MAY 2019	Maintenance Supplies	Y
		MILEAGE	MAY 2019	Maintenance Supplies	Y
		BEAVER REMOVAL	MAY 2019	Maintenance Supplies	Y
		DAM REMOVAL LABOR	MAY 2019	Maintenance Supplies	Y
		MILEAGE	MAY/JUN 2019	Maintenance Supplies	Y
		DAM REMOVAL LABOR	MAY/JUN 2019	Maintenance Supplies	Y

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount				
13116	Rally Snares	2,212.45	BEAVER REMOVAL	MAY/JUN 2019	Maintenance Supplies	Y
			8 Transactions			
4010	Rasley Oil Company	17.89	PROPANE	48247	Asphalt,Crackfiller,Tack Oil,Etc	N
4010	Rasley Oil Company	17.89				
			1 Transactions			
9273	Reichert Enterprises, Inc	1,909.67	REPAIR PARTS	101894	Repair & Maintenance Supplies	N
		667.50	REPAIR LABOR	101894	Repair & Maintenance Supplies	N
9273	Reichert Enterprises, Inc	2,577.17				
			2 Transactions			
84172	Riverwood Healthcare Center	110.00	Pre-employment physical		Meeting Expense/Physicals	6
84172	Riverwood Healthcare Center	110.00				
			1 Transactions			
8208	Royal Tire, Inc	3,437.70	TIRE	317-36623	Repair & Maintenance Supplies	N
8208	Royal Tire, Inc	3,437.70				
			1 Transactions			
90805	Temco	681.40	REPAIR PARTS	23998	Repair & Maintenance Supplies	Y
		300.00	REPAIR LABOR	23998	Repair & Maintenance Supplies	Y
90805	Temco	981.40				
			2 Transactions			
12125	Titan Machinery	107.88	REPAIR PARTS	12537156GP	Repair & Maintenance Supplies	N
12125	Titan Machinery	107.88				
			1 Transactions			
10431	Verizon Business	18.82	MAY- HWY OFFICE	4227948181905	Utilities	N
10431	Verizon Business	18.82				
			1 Transactions			
6097	Verizon Wireless	503.49	JUNE- DEPT CELL PHONES	9831270022	Utilities	N
6097	Verizon Wireless	503.49				
			1 Transactions			
4988	Viking Industrial Center	440.46	AITKIN SHOP SUPPLIES	3167086	Shop Maintenance	N

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4988	Viking Industrial Center	03-303-000-0000-6298			119.65	AITKIN SHOP SUPPLIES		3167455		Shop Maintenance	N	
					560.11		2 Transactions					
8671	Village Laundromat & Car Wash, Inc	03-303-000-0000-6298			20.00	RAGS		841499		Shop Maintenance	N	
8671	Village Laundromat & Car Wash, Inc				20.00		1 Transactions					
5295	Ziegler Inc	03-303-000-0000-6590			264.46	REPAIR PARTS		PC190085490		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			550.93	6' GRADER BLADES		PC190086259		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			544.60	4' GRADER BLADES		PC190086259		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			1,816.20	7' GRADER BLADES		PC190086330		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			787.05	6' GRADER BLADES		PC190086330		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			12.90	REPAIR PARTS		PR190008418		Repair & Maintenance Supplies	N	
		03-303-000-0000-6590			329.64	REPAIR PARTS		PR190008419		Repair & Maintenance Supplies	N	
5295	Ziegler Inc				3,620.70		7 Transactions					
303	DEPT Total:				61,450.89	R&B Highway Maintenance		32 Vendors		77 Transactions		
307	DEPT					R&B Capital Infrastructure						
89623	Brown/Shelly	03-307-000-0000-6362			1,000.00	DAMAGES		PARCEL NO 58		Right Of Way	N	
		03-307-000-0000-6362			975.00	LAND R- W		PARCEL NO 58		Right Of Way	S	
89623	Brown/Shelly				1,975.00		2 Transactions					
7652	Erickson Engineering Co.	03-307-000-0000-6260			4,112.46	PROFESSIONAL SVCS		13143		Professional Services	Y	
		03-307-000-0000-6260			3,014.00	PROFESSIONAL SVCS		13144		Professional Services	Y	
7652	Erickson Engineering Co.				7,126.46		2 Transactions					
12070	J.R. Nelson & Company	03-307-000-0000-6260			1,115.08	SURVEY PHOTO RW PLAT 21		11055		Professional Services	N	
12070	J.R. Nelson & Company				1,115.08		1 Transactions					
14256	MN National Holdings LLC	03-307-000-0000-6362			7,000.00	APPRAISAL REIMBURSEMENT				Right Of Way	N	
14256	MN National Holdings LLC				7,000.00		1 Transactions					

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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>	
307	DEPT Total:		R&B Capital Infrastructure	4 Vendors	6 Transactions	
308	DEPT		R&B Equipment & Facilities			
	3703 Frontier Precision, Inc					
	03-308-000-0000-6600	67,863.01	TIMBLE EQUIPMENT	194614	Capital Outlay- Facilities	N
	3703 Frontier Precision, Inc	67,863.01		1 Transactions		
308	DEPT Total:	67,863.01	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:	149,633.86	Road & Bridge		91 Transactions	

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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		4.94	Cleaning Supplies 06/18/2019	2201205075	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		4.94	1 Transactions			
88628	Dalco 05-257-000-0000-6422		29.23	White roll towels 06/18/2019	3463132	Janitorial Services/Supplies	N
88628	Dalco		29.23	1 Transactions			
1598	Ferrara's Htg Air Cond & Refrig Inc 05-257-000-0000-6422		41.14	2 Actuators 05/16/2019	9803	Janitorial Services/Supplies	N
1598	Ferrara's Htg Air Cond & Refrig Inc		41.14	1 Transactions			
257	DEPT Total:		75.31	Community Corrections	3 Vendors	3 Transactions	
390	DEPT			Environmental Health (FBL)			
8239	Ameripride Linen & Apparel Services 05-390-000-0000-6422		0.90	Cleaning Supplies 06/18/2019	2201205075	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		0.90	1 Transactions			
88628	Dalco 05-390-000-0000-6422		5.31	White roll towels 06/18/2019	3463132	Janitorial Services/Supplies	N
88628	Dalco		5.31	1 Transactions			
1598	Ferrara's Htg Air Cond & Refrig Inc 05-390-000-0000-6422		7.48	2 Actuators 05/16/2019	9803	Janitorial Services/Supplies	N
1598	Ferrara's Htg Air Cond & Refrig Inc		7.48	1 Transactions			
390	DEPT Total:		13.69	Environmental Health (FBL)	3 Vendors	3 Transactions	
400	DEPT			Public Health Department			
85003	Aitkin County DAC						

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
05- 400- 440- 0410- 6231		3.32		Services/Labor/Contracts	N
05- 400- 440- 0410- 6231		24.49		Services/Labor/Contracts	N
85003 Aitkin County DAC		27.81			
			05/14/2019 05/30/2019		
			05/07/2019 05/22/2019		
			2 Transactions		
8239 Ameripride Linen & Apparel Services					
05- 400- 440- 0410- 6422		6.29		Janitorial Services/Supplies	N
			06/18/2019		
8239 Ameripride Linen & Apparel Services		6.29			
			1 Transactions		
783 Canon Financial Services, Inc					
05- 400- 440- 0410- 6301		413.03		Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019		
05- 400- 440- 0410- 6301		27.13		Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019		
05- 400- 440- 0410- 6301		44.29		Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019		
783 Canon Financial Services, Inc		484.45			
			3 Transactions		
10185 Centurylink Communications Inc					
05- 400- 440- 0410- 6250		3.71		Telephone	N
			320295974		
10185 Centurylink Communications Inc		3.71			
			1 Transactions		
88628 Dalco					
05- 400- 440- 0410- 6422		37.20		Janitorial Services/Supplies	N
			06/18/2019		
88628 Dalco		37.20			
			1 Transactions		
1598 Ferrara's Htg Air Cond & Refrig Inc					
05- 400- 440- 0410- 6422		52.36		Janitorial Services/Supplies	N
			05/16/2019		
1598 Ferrara's Htg Air Cond & Refrig Inc		52.36			
			1 Transactions		
89079 McGregor Area Ambulance Service					
05- 400- 401- 0000- 6812		2,040.00		Mcgregor Area Ambulance	N
			05/01/2019 05/31/2019		
89079 McGregor Area Ambulance Service		2,040.00			
			1 Transactions		

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8287	Mn Dept Of Labor & Industry 05- 400- 440- 0410- 6231		Boiler Inspection - 2019 07/01/2019 06/30/2020	ABR0213062I	Services/Labor/Contracts	N
8287	Mn Dept Of Labor & Industry		1 Transactions			
89081	North Ambulance Brainerd 05- 400- 401- 0000- 6809		Ambulance Runs for May '19 05/01/2019 05/31/2019		No. Memorial Ambulance- Aitkin	N
89081	North Ambulance Brainerd		1 Transactions			
88859	Spee*Dee- St Cloud 05- 400- 440- 0410- 6205		PH Service 04/30/2019 06/01/2019	3773979	Postage	N
88859	Spee*Dee- St Cloud		1 Transactions			
10698	Stericycle,Inc 05- 400- 440- 0410- 6231		Steri- Safe 07/01/2019 07/31/2019	4008661332	Services/Labor/Contracts	6
10698	Stericycle,Inc		1 Transactions			
10930	Tidholm Productions 05- 400- 440- 0410- 6405		Agency- Business reply env 06/07/2019	0648 8255	Office Supplies	Y
10930	Tidholm Productions		1 Transactions			
400	DEPT Total:		5,169.39	Public Health Department	12 Vendors	15 Transactions
420	DEPT			Income Maintenance		
85003	Aitkin County DAC 05- 420- 600- 4800- 6231		6.85	Cleaning 05/14/2019 05/30/2019	Services/Labor/Contracts	N
	05- 420- 600- 4800- 6231		50.52	Papershred 05/07/2019 05/22/2019	Services/Labor/Contracts	N
85003	Aitkin County DAC		57.37	2 Transactions		
8239	Ameripride Linen & Apparel Services 05- 420- 600- 4800- 6422		13.03	Cleaning Supplies 06/18/2019	2201205075	Janitorial Services/Supplies
						N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount				
8239	Ameripride Linen & Apparel Services	13.03				
			1 Transactions			
783	Canon Financial Services, Inc					
	05- 420- 640- 4800- 6301	194.87	CS Contract Charge- June '19	20137716	Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019			
	05- 420- 600- 4800- 6301	55.97	OSS Contract Charge - 06/19	20209899	Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019			
	05- 420- 600- 4800- 6301	91.34	Mailroom Contract Charge	20209900	Equipment Lease/Space Rental	N
			06/01/2019 06/30/2019			
783	Canon Financial Services, Inc	342.18				
			3 Transactions			
10185	Centurylink Communications Inc					
	05- 420- 600- 4800- 6250	7.66		320295974	Telephone	N
10185	Centurylink Communications Inc	7.66				
			1 Transactions			
88628	Dalco					
	05- 420- 600- 4800- 6422	77.06	White roll towels	3463132	Janitorial Services/Supplies	N
			06/18/2019			
88628	Dalco	77.06				
			1 Transactions			
11051	Department of Human Services					
	05- 420- 640- 4800- 6231	144.75	CS Monthly Fed Offset Fee	A300C915901	Services/Labor/Contracts	N
			05/01/2019 05/31/2019			
11051	Department of Human Services	144.75				
			1 Transactions			
1598	Ferrara's Htg Air Cond & Refrig Inc					
	05- 420- 600- 4800- 6422	108.46	2 Actuators	9803	Janitorial Services/Supplies	N
			05/16/2019			
1598	Ferrara's Htg Air Cond & Refrig Inc	108.46				
			1 Transactions			
8287	Mn Dept Of Labor & Industry					
	05- 420- 600- 4800- 6231	3.30	Boiler Inspection - 2019	ABR0213062I	Services/Labor/Contracts	N
			07/01/2019 06/30/2020			
8287	Mn Dept Of Labor & Industry	3.30				
			1 Transactions			
88859	Spee*Dee- St Cloud					
	05- 420- 600- 4800- 6205	35.41	IM Service	3773979	Postage	N
			04/30/2019 06/01/2019			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
88859 Spee*Dee- St Cloud		35.41			
			1 Transactions		
10698 Stericycle,Inc					
05- 420- 600- 4800- 6231		39.73		4008661332	Services/Labor/Contracts 6
			07/01/2019 07/31/2019		
10698 Stericycle,Inc		39.73			
			1 Transactions		
10930 Tidholm Productions					
05- 420- 600- 4800- 6405		31.00		0648 8255	Office Supplies Y
			06/07/2019		
10930 Tidholm Productions		31.00			
			1 Transactions		
420 DEPT Total:		859.95	Income Maintenance	11 Vendors	14 Transactions
430 DEPT			Social Services		
85003 Aitkin County DAC					
05- 430- 700- 4800- 6231		10.59			Services/Labor/Contracts N
			Cleaning		
			05/14/2019 05/30/2019		
05- 430- 700- 4800- 6231		78.07			Services/Labor/Contracts N
			Papershred		
			05/07/2019 05/22/2019		
85003 Aitkin County DAC		88.66			
			2 Transactions		
8239 Ameripride Linen & Apparel Services					
05- 430- 700- 4800- 6422		19.76		2201205075	Janitorial Services/Supplies N
			Cleaning Supplies		
			06/18/2019		
8239 Ameripride Linen & Apparel Services		19.76			
			1 Transactions		
783 Canon Financial Services, Inc					
05- 430- 700- 4800- 6301		86.50		20209899	Equipment Lease/Space Rental N
			OSS Contract Charge - 06/19		
			06/01/2019 06/30/2019		
05- 430- 700- 4800- 6301		141.16		20209900	Equipment Lease/Space Rental N
			Mailroom Contract Charge		
			06/01/2019 06/30/2019		
783 Canon Financial Services, Inc		227.66			
			2 Transactions		
10185 Centurylink Communications Inc					
05- 430- 700- 4800- 6250		11.83		320295974	Telephone N
10185 Centurylink Communications Inc		11.83			
			1 Transactions		
88628 Dalco					

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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 Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
05- 430- 700- 4800- 6422		White roll towels 06/18/2019	3463132	Janitorial Services/Supplies	N
88628 Dalco					
		1 Transactions			
1598 Ferrara's Htg Air Cond & Refrig Inc 05- 430- 700- 4800- 6422		2 Actuators 05/16/2019	9803	Janitorial Services/Supplies	N
1598 Ferrara's Htg Air Cond & Refrig Inc					
		1 Transactions			
8287 Mn Dept Of Labor & Industry 05- 430- 700- 4800- 6231		Boiler Inspection - 2019 07/01/2019 06/30/2020	ABR0213062I	Services/Labor/Contracts	N
8287 Mn Dept Of Labor & Industry					
		1 Transactions			
84172 Riverwood Healthcare Center 05- 430- 700- 4800- 6272		Pre- employment physical		New Employee Physical Examinations	6
84172 Riverwood Healthcare Center					
		1 Transactions			
10698 Stericycle,Inc 05- 430- 700- 4800- 6231		Steri- Safe 07/01/2019 07/31/2019	4008661332	Services/Labor/Contracts	6
10698 Stericycle,Inc					
		1 Transactions			
10930 Tidholm Productions 05- 430- 700- 4800- 6405		Agency- Business reply env 06/07/2019	0648 8255	Office Supplies	Y
10930 Tidholm Productions					
		1 Transactions			
10657 Totalfunds By Hasler 05- 430- 000- 0000- 1205		Postage 06/09/2019	79000110005968	Postage Account	N
10657 Totalfunds By Hasler					
		1 Transactions			
430 DEPT Total:		2,855.85 Social Services	11 Vendors	13 Transactions	
5 Fund Total:		8,974.19 Health & Human Services		48 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
14954	Espeseth/Gary 10- 900- 000- 0000- 2300		585.00	Bond refund	13833	Timber Permit Bonds	N
14954	Espeseth/Gary		585.00	1 Transactions			
13447	Futurewood 10- 900- 000- 0000- 2300		901.85	Bond Refund Rec 829	13534	Timber Permit Bonds	N
13447	Futurewood		901.85	1 Transactions			
6079	Nistler- Kowitz Logging, Inc 10- 900- 000- 0000- 2300		1,736.00	Bond Refund Rec 209	13491	Timber Permit Bonds	N
6079	Nistler- Kowitz Logging, Inc		1,736.00	1 Transactions			
11574	Timber Transport- Curt Raveill 10- 900- 000- 0000- 2300		2,153.38	Bond refund Rec 713	13770	Timber Permit Bonds	N
11574	Timber Transport- Curt Raveill		2,153.38	1 Transactions			
900	DEPT Total:		5,376.23	Timber Permit Bonds	4 Vendors	4 Transactions	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10- 923- 000- 0000- 6230		241.49	Tax forf land sale	703089	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		241.49	1 Transactions			
170	Aitkin Motor Company 10- 923- 000- 0000- 6590		238.47	Ignition coil & plugs #394	23279	Repair & Maintenance Supplies	N
	10- 923- 000- 0000- 6590		494.76	Windshield #315	23431	Repair & Maintenance Supplies	N
	10- 923- 000- 0000- 6590		281.07	New tire 19F150	23614	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		1,014.30	3 Transactions			
195	Aitkin Tire Shop 10- 923- 000- 0000- 6590		70.00	Tire repair Grader \$402	59004	Repair & Maintenance Supplies	Y
	10- 923- 000- 0000- 6590		510.00	Grader tire #402	59012	Repair & Maintenance Supplies	Y
	10- 923- 000- 0000- 6590		140.00	Towmax E trailer tire	59051	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		720.00	3 Transactions			
13725	Beartooth True Value 10- 923- 000- 0000- 6590		29.97	Pressure washer wand	B88617	Repair & Maintenance Supplies	N

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10 Trust

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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 Descripti	1099 On Behalf of Name
13725	Beartooth True Value			29.97						
783	Canon Financial Services, Inc	10- 923- 000- 0000- 6231		327.05	Copier contract 034		20174951		Services, Labor, Contracts	N
783	Canon Financial Services, Inc			327.05				1 Transactions		
14119	John's Repair	10- 923- 000- 0000- 6590		310.25	Spring maint grader #402				Repair & Maintenance Supplies	Y
		10- 923- 000- 0000- 6590		160.00	Cutting edges at Jacobson				Repair & Maintenance Supplies	Y
		10- 923- 000- 0000- 6590		685.23	Starter, radiator, tires #402				Repair & Maintenance Supplies	Y
14119	John's Repair			1,155.48				3 Transactions		
10891	Roth Construction	10- 923- 000- 0000- 6590		100.00	Pull out grader				Repair & Maintenance Supplies	Y
10891	Roth Construction			100.00				1 Transactions		
11574	Timber Transport- Curt Raveill	10- 923- 000- 0000- 6820		4,790.81	Overappraised refund		13770		Refunds & Reimbursements	N
11574	Timber Transport- Curt Raveill			4,790.81				1 Transactions		
3486	Waste Management Of Northern Minneso	10- 923- 000- 0000- 6255		332.22	Dumpster delivery Land Dept		6616007- 1767- 1		Garbage	N
3486	Waste Management Of Northern Minneso			332.22				1 Transactions		
923	DEPT Total:			8,711.32	Forfeited Tax Sales			9 Vendors		15 Transactions
926	DEPT				Law Library					
5173	Thomson Reuters- West Publishing	10- 926- 000- 0000- 6408		1,348.00	Information charges		840360991		Law Books	N
		10- 926- 000- 0000- 6408		801.33	Library subscription		840442978		Law Books	N
5173	Thomson Reuters- West Publishing			2,149.33				2 Transactions		
926	DEPT Total:			2,149.33	Law Library			1 Vendors		2 Transactions
10	Fund Total:			16,236.88	Trust					21 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
924 DEPT		Forest Resource			
12526 Bixby/James					
11- 924- 000- 0000- 6350	35.00	Natural Resources mtg	06/10/19	Per Diem	Y
11- 924- 000- 0000- 6330	37.12	Natural Resource Mileage	64@.58	Transportation & Travel	N
12526 Bixby/James	72.12		2 Transactions		
924 DEPT Total:	72.12	Forest Resource	1 Vendors	2 Transactions	
925 DEPT		Resource Management			
14742 Berg/James					
11- 925- 000- 0000- 6330	22.04	Natural resources mileage	38@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350	35.00	Natural Resources meeting	6/10/19	Per Diem	N
14742 Berg/James	57.04		2 Transactions		
589 Blomberg/Judith					
11- 925- 000- 0000- 6350	35.00	Natural Resources Mtg	6/10/19	Per Diem	Y
589 Blomberg/Judith	35.00		1 Transactions		
91022 Courtemanche/Richard					
11- 925- 000- 0000- 6330	21.46	Mileage	37@.58	Transportation & Travel	N
91022 Courtemanche/Richard	21.46		1 Transactions		
2270 Hoppe/Russell Peter					
11- 925- 000- 0000- 6350	35.00	Natural Resources meeting	6/10/19	Per Diem	Y
11- 925- 000- 0000- 6330	34.80	Natural resources mileage	60@.58	Transportation & Travel	N
2270 Hoppe/Russell Peter	69.80		2 Transactions		
2448 Janzen/Carroll Mark					
11- 925- 000- 0000- 6330	32.48	Natural Resources Mileage	56@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350	35.00	Natural Resources meeting	6/10/19	Per Diem	Y
2448 Janzen/Carroll Mark	67.48		2 Transactions		
5759 Kitzrow/Donald					
11- 925- 000- 0000- 6350	35.00	Natural Resources meeting	6/10/19	Per Diem	Y
11- 925- 000- 0000- 6330	38.16	Natural Resources mileage	65.8@.58	Transportation & Travel	N
5759 Kitzrow/Donald	73.16		2 Transactions		
5784 Lake/Robert					
11- 925- 000- 0000- 6330	16.24	Natural Resources mileage	28@.58	Transportation & Travel	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formulari	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5784 Lake/Robert		Natural Resources meeting	6/10/19	Per Diem	Y
		2 Transactions			
12512 MARCUM/ROBERT		Natural Resources mileage	48@.58	Transportation & Travel	N
		Natural Resources meeting	6/10/19	Per Diem	Y
		2 Transactions			
10906 Shipp/Dale		Natural Resources mileage	32@.58	Transportation & Travel	N
		Natural Resources meeting	6/10/19	Per Diem	Y
		2 Transactions			
15229 Thompson/Dennis J		Natural Resources mileage	38@.58	Transportation & Travel	N
		1 Transactions			
4927 Turnock/Franklin Allen		Natural Resources meeting	6/10/19	Per Diem	Y
		Natural Resources mileage	60@.58	Transportation & Travel	Y
		2 Transactions			
10017 Tveit/Galen		Natural Resources mileage	36@.58	Transportation & Travel	N
		Natural Resources Meeting	6/10/19	Per Diem	Y
		2 Transactions			
12065 Warnest/Timothy		Natural Resources meeting	6/10/19	Per Diem	Y
		Natural resources mileage	63@.58	Transportation & Travel	N
		2 Transactions			
925 DEPT Total:		Resource Management	13 Vendors	23 Transactions	
935 DEPT		Forest Road			
3100 McGregor Oil		May gas	AITKINLA	Gas And Oil	N
		1 Transactions			

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11 Forest Development

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>
4711 Sunnys Citgo					
11- 935- 000- 0000- 6511		100.00	Off road gas	1016118	Gas And Oil N
11- 935- 000- 0000- 6511		100.00	Off road gas	1016528	Gas And Oil N
4711 Sunnys Citgo		200.00		2 Transactions	
935 DEPT Total:		811.37	Forest Road	2 Vendors	3 Transactions
939 DEPT			County Surveyor		
15226 Data Activation Center					
11- 939- 000- 0000- 6405		251.33	Subscription & setup	50739	Office & Computer Supplies N
15226 Data Activation Center		251.33		1 Transactions	
12500 Frontier Precision, Inc					
11- 939- 000- 0000- 6610		1,012.50	Trimble Access annual	195963	Equipment N
12500 Frontier Precision, Inc		1,012.50		1 Transactions	
6097 Verizon Wireless					
11- 939- 000- 0000- 6250		26.02	May cell phone	58068382700001	Telephone N
6097 Verizon Wireless		26.02		1 Transactions	
939 DEPT Total:		1,289.85	County Surveyor	3 Vendors	3 Transactions
11 Fund Total:		2,884.18	Forest Development		31 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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14 Capital Project

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>	
949	DEPT			Courthouse Addition			
	9692 Minnesota Energy Resources Corporation		354.90		0506823754	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231						
	9692 Minnesota Energy Resources Corporation		354.90	1 Transactions			
949	DEPT Total:		354.90	Courthouse Addition	1 Vendors	1 Transactions	
14	Fund Total:		354.90	Capital Project		1 Transactions	

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19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
85003	Aitkin County DAC		Cleaning May		Services, Labor, Contracts	N
	19- 521- 000- 0000- 6231	1,463.50				
85003	Aitkin County DAC	1,463.50		1 Transactions		
2763	J & H Transfer Station- Lakes Sanitary					
	19- 521- 000- 0000- 6255	105.30	June garbage	157337	Garbage	Y
2763	J & H Transfer Station- Lakes Sanitary	105.30		1 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea					
	19- 521- 000- 0000- 6254	51.81	Director's residence	27- 13- 004- 01	Utilities	N
	19- 521- 000- 0000- 6254	586.06	Energy Center	27- 13- 005- 02	Utilities	N
	19- 521- 000- 0000- 6254	977.75	Dining hall	27- 13- 006- 01	Utilities	N
	19- 521- 000- 0000- 6254	769.91	North Star lodge	27- 13- 007- 03	Utilities	N
	19- 521- 000- 0000- 6254	47.56	Parking Lot	27- 13- 008- 01	Utilities	N
	19- 521- 000- 0000- 6254	88.11	Staff residence	27- 13- 009- 01	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea	2,521.20		6 Transactions		
15227	Nathan Erickson Lawn Care					
	19- 521- 000- 0000- 6231	747.00	May mowing	1078	Services, Labor, Contracts	N
15227	Nathan Erickson Lawn Care	747.00		1 Transactions		
13465	Sandstrom's					
	19- 521- 000- 0000- 6400	329.53	Canteen candy	259757	Commissary Items	N
13465	Sandstrom's	329.53		1 Transactions		
4425	Shirts Plus					
	19- 521- 000- 0000- 6400	681.00	T's	2593	Commissary Items	N
	19- 521- 000- 0000- 6400	1,251.90	Hoodies, t's, beanies	2617	Commissary Items	N
4425	Shirts Plus	1,932.90		2 Transactions		
521	DEPT Total:	7,099.43	LLCC Administration	6 Vendors	12 Transactions	
522	DEPT		LLCC Education			
85003	Aitkin County DAC		Wood cookies		Education Supplies	N
	19- 522- 000- 0000- 6416	5.60				
85003	Aitkin County DAC	5.60		1 Transactions		
15228	Theis/Melissa					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation C

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>	
15228 Theis/Melissa		Refund for camp		Adventure Program Pkg Fees	N
			1 Transactions		
522 DEPT Total:		LLCC Education	2 Vendors	2 Transactions	
523 DEPT		LLCC Food			
5814 Hagen/Christine		Walmart, milk		Groceries- Students	N
			1 Transactions		
4761 Sysco Minnesota Inc		Groceries	153535459	Groceries- Students	N
			1 Transactions		
523 DEPT Total:		LLCC Food	2 Vendors	2 Transactions	
524 DEPT		LLCC Maintenance			
657 Aitkin Glass Service		NSL window repair	16884	Repair & Maintenance Supplies	N
			1 Transactions		
13725 Beartooth True Value		Faucet repair kit	B87157	Repair & Maintenance Supplies	N
			1 Transactions		
11946 McGuire Mechanical		Walk in freezer repair	9265	Repair & Maintenance Supplies	N
			1 Transactions		
524 DEPT Total:		LLCC Maintenance	3 Vendors	3 Transactions	
19 Fund Total:		Long Lake Conservation Center		19 Transactions	

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21 Parks

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
520	DEPT			Parks			
15223	Aardvark Septic Pumping						
	21- 520- 000- 0000- 6231		150.00	May rental Round Lake	27815	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		99.00	May rental Swatara	27815	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		99.00	May rental Blind Lake	27815	Services, Labor, Contracts	N
15223	Aardvark Septic Pumping		348.00	3 Transactions			
13649	Aitkin Rental Center						
	21- 520- 000- 0000- 6802		345.00	Excavator rental	10477	Trail Grants- State	1
13649	Aitkin Rental Center		345.00	1 Transactions			
1829	Goble's Sewer Service Inc.						
	21- 520- 000- 0000- 6231		120.00	Aitkin RV Dumpstation	13109	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		120.00	Aitkin RV Dumpstation	13189	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		240.00	2 Transactions			
7525	Hometown Bldg Supply						
	21- 520- 000- 0000- 6406		6.45	Drill bit & fasteners	24486	Field Supplies	N
	21- 520- 000- 0000- 6406		36.00	Concrete for gates	24598	Field Supplies	N
7525	Hometown Bldg Supply		42.45	2 Transactions			
9354	Kangas Enterprise, Inc						
	21- 520- 000- 0000- 6231		85.00	Axtel toilet rental	17541	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		85.00	Lawler Toilet rental	17541	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		85.00	McGrath Soo Line Toilet rental	17541	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		85.00	McGregor toilet rental	17541	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		340.00	4 Transactions			
2991	Malmo Market						
	21- 520- 000- 0000- 6511		311.63	May gas		Gas And Oil	N
2991	Malmo Market		311.63	1 Transactions			
3160	Mille Lacs Energy Coop- Albert Lea						
	21- 520- 000- 0000- 6254		175.98	Berglund Park electric	18- 51- 106- 02	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea		175.98	1 Transactions			
10948	MN Dept of Labor & Industry						
	21- 520- 000- 0000- 6590		10.00	Pressure vessel permit fee	ABR02125151	Repair & Maintenance Supplies	N

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21 Parks

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10948	MN Dept of Labor & Industry					
		10.00		1 Transactions		
4010	Rasley Oil Company					
	21- 520- 000- 0000- 6511	1,230.67	May gas	AITCOL&PS	Gas And Oil	N
4010	Rasley Oil Company	1,230.67		1 Transactions		
5551	Unclaimed Freight North					
	21- 520- 000- 0000- 6406	59.43	Ball hitch, scissors, tools	159268	Field Supplies	N
	21- 520- 000- 0000- 6406	18.32	Vinegar, salt, dishwasher soap	161927	Field Supplies	N
	21- 520- 000- 0000- 6406	15.74	Vinegar & salt	161951	Field Supplies	N
5551	Unclaimed Freight North	93.49		3 Transactions		
3486	Waste Management Of Northern Minneso					
	21- 520- 000- 0000- 6255	352.61	Dumpster delivery Campground	6616006- 1767- 3	Garbage	N
3486	Waste Management Of Northern Minneso	352.61		1 Transactions		
14921	Welle/Kalvin					
	21- 520- 000- 0000- 6231	357.00	Jacobson Campground mowing	751	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231	402.00	Berglund Park mowing	751	Services, Labor, Contracts	Y
14921	Welle/Kalvin	759.00		2 Transactions		
520	DEPT Total:	4,248.83	Parks	12 Vendors	22 Transactions	
21	Fund Total:	4,248.83	Parks		22 Transactions	
	Final Total:	329,075.96	300 Vendors	469 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	137,944.09	General Fund
	3	149,633.86	Road & Bridge
	5	8,974.19	Health & Human Services
	10	16,236.88	Trust
	11	2,884.18	Forest Development
	14	354.90	Capital Project
	19	8,799.03	Long Lake Conservation Center
	21	4,248.83	Parks
	All Funds	329,075.96	Total

Approved by,
.....
.....

LAH1
7/2/19

10:01AM

Aitkin County

2G



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Contegrity

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
949	DEPT		Courthouse Addition			
9447	Anderson Glass Co., Inc			App#3	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231					
	25,175.00					
9447	Anderson Glass Co., Inc		1 Transactions			
	25,175.00					
15056	Bartley Sales Company, Inc.			App#2	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231					
	7,191.50					
15056	Bartley Sales Company, Inc.		1 Transactions			
	7,191.50					
13725	Beartooth True Value					
	14- 949- 000- 0000- 6231			B85976	Services, Labor, Contracts	N
	69.42					
	14- 949- 000- 0000- 6231			B87191	Services, Labor, Contracts	N
	80.59					
	14- 949- 000- 0000- 6231			B87569	Services, Labor, Contracts	N
	10.68					
13725	Beartooth True Value		3 Transactions			
	160.69					
14044	Boarman Kroos Vogel Group Inc					
	14- 949- 000- 0000- 6231		Fee	49958	Services, Labor, Contracts	N
	4,670.00					
	14- 949- 000- 0000- 6231		Expenses	49958	Services, Labor, Contracts	N
	609.37					
	14- 949- 000- 0000- 6231		Fee	50138	Services, Labor, Contracts	N
	4,670.00					
	14- 949- 000- 0000- 6231		Expenses	50138	Services, Labor, Contracts	N
	219.77					
	14- 949- 000- 0000- 6231		Fee	50363	Services, Labor, Contracts	N
	4,670.00					
	14- 949- 000- 0000- 6231		Expenses	50363	Services, Labor, Contracts	N
	510.39					
14044	Boarman Kroos Vogel Group Inc		6 Transactions			
	15,349.53					
13545	Contegrity Group, Inc.					
	14- 949- 000- 0000- 6231		Construction Mgmt Fee	2019110	Services, Labor, Contracts	N
	7,858.34					
	14- 949- 000- 0000- 6231		General Conditions	2019111	Services, Labor, Contracts	N
	18,329.98					
13545	Contegrity Group, Inc.		2 Transactions			
	26,188.32					
10855	Culligan					
	14- 949- 000- 0000- 6231		Job Trailer	150100460925	Services, Labor, Contracts	N
	10.50					
	14- 949- 000- 0000- 6231		Break room	150100461188	Services, Labor, Contracts	N
	62.30					
10855	Culligan		2 Transactions			
	72.80					
9969	Fransen Decorating					
	14- 949- 000- 0000- 6231			App#2	Services, Labor, Contracts	N
	11,828.05					
9969	Fransen Decorating		1 Transactions			
	11,828.05					
1754	Garrison Disposal Company, Inc					

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	14- 949- 000- 0000- 6231			97325	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		2,454.00			
			2,454.00		1 Transactions	
15054	Gill Reprographics, Inc.					
	14- 949- 000- 0000- 6231		288.68	MSP17242	Services, Labor, Contracts	N
15054	Gill Reprographics, Inc.		288.68		1 Transactions	
5845	Goble Portable Toilets					
	14- 949- 000- 0000- 6231		445.00	I2041	Services, Labor, Contracts	N
5845	Goble Portable Toilets		445.00		1 Transactions	
8803	Gopher State Contractors Inc					
	14- 949- 000- 0000- 6231		1,244.59	App#7	Services, Labor, Contracts	N
8803	Gopher State Contractors Inc		1,244.59		1 Transactions	
12755	Harbor City Masonry Inc					
	14- 949- 000- 0000- 6231		88,893.14	App#6	Services, Labor, Contracts	N
12755	Harbor City Masonry Inc		88,893.14		1 Transactions	
15071	Heater Rental Services					
	14- 949- 000- 0000- 6231		170.00	13752F	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		295.00	14231D	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		170.00	14244D	Services, Labor, Contracts	N
15071	Heater Rental Services		635.00		3 Transactions	
14958	Holden Electric Co.					
	14- 949- 000- 0000- 6231		48,893.27	App#13	Services, Labor, Contracts	N
14958	Holden Electric Co.		48,893.27		1 Transactions	
11889	Honeywell International Inc.					
	14- 949- 000- 0000- 6231		20,710.00	App#7	Services, Labor, Contracts	N
11889	Honeywell International Inc.		20,710.00		1 Transactions	
15004	LVC (Low Voltage Contractors)					
	14- 949- 000- 0000- 6231		20,900.00	App#6	Services, Labor, Contracts	N
15004	LVC (Low Voltage Contractors)		20,900.00		1 Transactions	
14926	Masters Plumbing Heating & Cooling LLC					
	14- 949- 000- 0000- 6231		15,157.25	App#14	Services, Labor, Contracts	Y

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
14926	Masters Plumbing Heating & Cooling LLC					
		15,157.25		1 Transactions		
14925	Olympic Companies, Inc.					
	14- 949- 000- 0000- 6231	6,558.32		App#10	Services, Labor, Contracts	N
14925	Olympic Companies, Inc.			1 Transactions		
3950	Public Utilities					
	14- 949- 000- 0000- 6231	314.15	New Construction	0200000511001	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	96.13	Trailer	0200000513003	Services, Labor, Contracts	N
3950	Public Utilities			2 Transactions		
4399	Sell Hardware Inc					
	14- 949- 000- 0000- 6231	3,842.75		App#2	Services, Labor, Contracts	N
4399	Sell Hardware Inc			1 Transactions		
4777	Thelen Heating & Roofing Inc					
	14- 949- 000- 0000- 6231	204.01		14700	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	40,785.59		App#7	Services, Labor, Contracts	N
4777	Thelen Heating & Roofing Inc			2 Transactions		
14927	Thurnbeck Steel Fabrication, Inc.					
	14- 949- 000- 0000- 6231	10,070.00		App#10	Services, Labor, Contracts	N
14927	Thurnbeck Steel Fabrication, Inc.			1 Transactions		
15167	Tom Kraemer, INC.					
	14- 949- 000- 0000- 6231	90.00		331436	Services, Labor, Contracts	N
15167	Tom Kraemer, INC.			1 Transactions		
12696	Twin City Acoustics, Inc.					
	14- 949- 000- 0000- 6231	212,109.03		App#2&3	Services, Labor, Contracts	N
12696	Twin City Acoustics, Inc.			1 Transactions		
949	DEPT Total:	559,656.80	Courthouse Addition	24 Vendors	37 Transactions	
14	Fund Total:	559,656.80	Capital Project		37 Transactions	
	Final Total:	559,656.80	24 Vendors	37 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	14	559,656.80	Capital Project
All Funds		559,656.80	Total

Approved by,

.....

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Aitkin
County

Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Temporary 3.2% Malt Liquor License - Jacobson Vol. Fire Dept

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

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

Please approve the following Temporary On Sale 3.2 Malt Liquor License for August 24, 2019, and November 15, 2019.

ON Sale:
Jacobson Community Volunteer Fire Dept, d/b/a Jacobson Volunteer Fire Dept – Ball Bluff Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve temporary 3.2 malt liquor license

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

2 I
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Temporary 3.2% Malt Liquor Licenses

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small><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: Please approve the following (2) temporary On Sale 3.2 Malt Liquor Licenses for the Aitkin Fire Department: 1. Temporary On Sale 3.2 Malt Liquor License for July 10 through July 13, 2019 (July 10, 11, 12, & 13, 2019) ON Sale: Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township 2. Temporary On Sale 3.2 Malt Liquor License for August 3, 2019. ON Sale: Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

25

Agenda Item #

Requested Meeting Date: July 9, 2019

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

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Please approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2020, subject to the completion of all paperwork in full:

26 TW & ML Partners LLC, d/b/a Viking @ 1865/Viking Auto Repair – Williams Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve Application for License to Sell Tobacco Products

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:*

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



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date:

Title of Item: Cancellation of Forfeiture Request - Frank

<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*
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Submitted by: Kirk Peysar	Department: Auditor
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Presenter (Name and Title): Kirk Peysar	Estimated Time Needed: NA
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Summary of Issue:

Application for Cancellation of Forfeiture for parcel in Aitkin Township (See Attached)

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve application and adopt resolution for cancellation of forfeiture for parcel in Aitkin Township

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No Please Explain:

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

ADOPTED July 9, 2019

By Commissioner: xx

20190709-0xx

Cancellation of Forfeiture

WHEREAS, Michael and Barbara Frank were the owners of a parcel of land in Aitkin County described as Parcel ID 01-0-037201, (NE NE) Lot 3, (NW NE) Lot 2, SW NE, AND (SE NE) Lot 5 lying Sly of Rd ROW as in Document 385158, 64.47 Acres, and

WHEREAS, on March 4, 2010 a Mortgage dated February 16, 2010 was recorded as Document #398863 between John R Cosgriff (Lender) and Michael and Barbara Frank (Borrowers) for said property, and

WHEREAS, on August 10, 2018 said property forfeited for non payment of taxes, recorded August 14, 2018 as Document #446857, and

WHEREAS, John R Cosgriff was not notified as an interested party in said property regarding the pending forfeiture, and

THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners approve the Cancellation of Forfeiture.

Commissioner xx moved for 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 9th day of July, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of July, 2019

Jessica Seibert
County Administrator

Application for Cancellation of Forfeiture

PT90

in Aitkin County

The applicant requests that the certificate of forfeiture for the property described below be canceled pursuant to Minnesota Statutes, sections 279.33 and 279.34.

Applicant Information	Name(s) of applicant(s) Aitkin County Auditor			
	Mailing address of applicant 209 2nd Street NW Rm 202			
	City Aitkin	State MN	Zip code 56431	Phone 218-927-7354
	Applicant is: <input checked="" type="checkbox"/> County auditor <input type="checkbox"/> Property owner <input type="checkbox"/> Owner's agent			

Property Information	Legal description of property: (attach additional sheets if needed) (NE-NE) Lot 3, (NW-NE) Lot 2, SW NE, AND (SE-NE) Lot 3 Lying Sly of Rd ROW as in Doc 385158 Section 18, Township 47, Range 27 64.47 Ac
	All or part of the described real property is registered (Torrens): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Certificate of Forfeiture	Certificate of Forfeiture	
	Date of execution August 10, 2018	Date of recording August 14, 2018
	Location of recording Aitkin Co Recorder's Office	Recording number 446857

Cancellation	Reason for Cancellation <input type="checkbox"/> Exemption <input checked="" type="checkbox"/> Administrative error
	Explain in detail the reason(s) for cancellation. Attach additional sheets if necessary. A party with interest in the property was not notified of the pending forfeiture. A mortgage was given by John R Cosgriff (doc #398863) but was not satisfied.

Sign Here	Signature of applicant _____	Date _____
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County Approval	Auditor to complete this section. The County Board and county auditor of <u>Aitkin</u> County, Minnesota, have reviewed this application for the cancellation of the certificate of forfeiture for the property described above, pursuant to Minnesota Statutes 279.33 and 279.34, and recommend that the cancellation be granted by the Minnesota Department of Revenue.
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Sign Here	Signature of county auditor _____	County _____	Date _____	Phone _____
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Return application to: Minnesota Department of Revenue Property Tax Division Mall Station 3340 St. Paul, MN 55146-3340

Department Use Only	Order of the Minnesota Department of Revenue Upon examination of the contents of this application, it is hereby:		
	<input type="checkbox"/> rejected. Reasons for rejection:		
	<input type="checkbox"/> accepted. The certificate of forfeiture is to be canceled, and the county auditor is to record this application as a certificate of cancellation pursuant to Minn. Stat. 279.33 and 279.34 which will void the tax forfeiture of the property described in this application.		
	Commissioner of Revenue	By	Date application received by Minnesota Department of Revenue
Minnesota Department of Revenue's number		County Auditor's number	



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: 07/09/2019

Title of Item: STS Donation

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

Submitted by: Sheriff Dan Guida	Department: Sheriff's Office
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Presenter (Name and Title): Sheriff Dan Guida	Estimated Time Needed:
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Summary of Issue:

Round Lake Presbyterian Church has made a generous donation of \$100.00 to the Aitkin County STS Program.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No Please Explain:



Board of County Commissioners Agenda Request

2M

Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Temporary Workspace of County Lands

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Rich Courtemanche		Department: Land
Presenter (Name and Title): Rich Courtemanche - Land Commissioner		Estimated Time Needed: n/a
Summary of Issue: <p>On December 11, 2018, the Aitkin County Board of Commissioners granted an easement, temporary work space, and temporary road access (20181211-081) to Enbridge Energy, Limited Partnership, a Delaware limited partnership, with an office located at 119 North 25th Street East, Superior, Wisconsin 54880 (Enbridge) across the Aitkin County managed lands.</p> <p>Enbridge requests an additional 0.25 acre of temporary work space in Section 30, Township, 51N, Range 23W, SWSW Lot 4; PIN 06-0-048600(Temporary Work Space Agreement) and corrections to the temporary roads per attached Exhibit (Temporary Access Road Lease),</p> <p>Enbridge will be charged Temporary Work Space costs of \$1,000.00, and changes to the Temporary Access Roads costs of \$2,400 as appraised by the County Land Commissioner,</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt Resolution		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner: xx

20190709-0xx

Enbridge Energy Pipeline Easement

WHEREAS, on December 11, 2018, the Aitkin County Board of Commissioners granted a utility easement, temporary work space, and temporary road access (20181211-081) to Enbridge Energy, Limited Partnership, a Delaware limited partnership, with an office located at 119 North 25th Street East, Superior, Wisconsin 54880 (Enbridge) for a right-of-way easement to survey, locate, construct, install, operate, maintain (including cathodic protection systems), clear, inspect (including aerial patrol and subsurface digging), reclaim, remove, protect, idle in place, repair, replace, relocate, change the size of and reconstruct a single pipeline, together with any associated valves, fittings, location markers and signs, communication systems and lines, utility lines, safety and protective apparatus, and all other equipment and appurtenances, whether above or below grade across the Aitkin County managed lands,

WHEREAS, Enbridge requests an additional 0.25 acre of temporary work space in Section 30, Township, 51N, Range 23W (SWSW Lot 4; PIN 06-0-048600) and corrections to the temporary roads per attached Exhibit (Temporary Access Road Lease),

WHEREAS, said applicant will be charged Temporary Work Space costs of \$1,000.00, and changes to the Temporary Access Roads costs of \$2,400 as appraised by the County Land Commissioner,

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement,

WHEREAS, the Aitkin County Board of Commissioners resolved its support for Enbridge's proposed Line 3 Replacement Project, their preferred route, and their plan for deactivating the existing Line 3 (20170926-073),

WHEREAS, the Aitkin County Board of Commissioners recognized Enbridge for its longstanding performance and continual efforts to protect the environment, wildlife and habitats, as well as the people who live in the communities in which it operates (20170926-073),

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Enbridge Energy, Limited Partnership, a Delaware limited partnership, with an office located at 119 North 25th Street East, Superior, Wisconsin 54880 (Enbridge), an easement to use said described land, if consistent with the law, as in the special conditions set forth herein,

BE IT FURTHER RESOLVED that said easement be granted, subject to the following terms, and conditions:

1. The utility infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc, and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

Commissioner xx moved for 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 9th day of July, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of July, 2019

Jessica Seibert
County Administrator

TEMPORARY WORK SPACE AGREEMENT

Pursuant to the authority given to the undersigned County Auditor of **Aitkin County**, by the County Board of said **County of Aitkin**, as set forth in their resolution adopted by the County on _____ (hereinafter called "Lessor"), whether one or more, for and in consideration of **One Thousand and 00/100ths Dollars (\$1,000.00)** and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby lease to Enbridge Energy, Limited Partnership, a Delaware limited partnership, with an office located at 119 North 25th Street, Superior, Wisconsin 54880, including its affiliates, subsidiaries, successors and assigns (hereinafter called "Lessee") for use by Lessee, its agents, contractors, subcontractors and invitees, a portion of Lessor's land as described on the attached Exhibit A for Temporary Work Space (hereinafter called "TWS") and, if applicable, Additional Temporary Work Space (hereinafter called "ATWS") in the locations described on the attached Exhibit A and as depicted on attached Exhibit B to this TWS Agreement.

Lessee, its agents, employees, contractors, subcontractors and invitees will be entitled to the exclusive use and possession of the TWS and ATWS during the construction (including cleanup, restoration and monitoring) of a pipeline and associated facilities within Lessee's pipeline right-of-way and easement (hereinafter called "Project"). Use and possession of the TWS and ATWS shall commence immediately upon execution of this Agreement and the use of the TWS and ATWS shall terminate when restoration is complete, excepting Lessee's right to continue to monitor and maintain the TWS and ATWS pursuant to environmental rules and regulations.

Lessee shall also have the right to discharge water from excavations and other work areas onto Lessor's land as described in Exhibit A. Water discharges will be performed in conformance with applicable governmental laws and regulations and in a manner intended to minimize adverse impacts on the land, crops and improvements on the land. To the extent reasonably possible, without impacting the cost and timing of Lessee's work, Lessee shall coordinate with Lessor regarding the locations of the discharge sites and locations of discharge filter devices.

Consideration made and acknowledged hereunder includes compensation for timber, if any, that Lessee may remove from the TWS and ATWS and no additional payments or other consideration shall be paid by Lessee to Lessor for such removal. Unless otherwise agreed in writing, any such timber removed shall become property of Lessee.

Lessee agrees to remove all construction materials and debris from the TWS and ATWS and restore to grade said TWS and ATWS, and further agrees to compensate Lessor for the reasonable costs to repair any damage to any improvements on the TWS or ATWS (other than for removed timber) caused by Lessee, its agents, employees, contractors, subcontractors and invitees during the use of said TWS and ATWS that are not repaired by Lessee to substantially the pre-construction condition.

Lessee agrees to indemnify and hold Lessor harmless from any and all losses of or damages to property or injuries to or death of any person to the extent resulting from Lessee's negligence or intentional misconduct in connection with any activity on the TWS or ATWS.

This Agreement shall be freely assignable by Lessee. Upon sale of any portion of the TWS or ATWS, Lessor shall fully disclose to the buyer the existence of this Agreement. This Agreement shall be binding on and inure to the benefit of the parties and their successors and assigns.

This Agreement may be executed in multiple counterparts with the same effect as though each party had executed the same instrument and is binding upon each party who executes it. Each person signing on behalf of Lessor warrants that Lessor is the fee simple owner of the land described in Exhibit A and the signatory is duly authorized to sign and deliver this Agreement.

[signatures and acknowledgments follow]

EXHIBIT A-20 TO TWS AGREEMENT

This Exhibit A-20 is attached to and made a part of this Temporary Work Space Agreement between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (GRANTOR'S LAND):

(SW¼ of SW¼) Lot 4 Section 30, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-048600**

Tract No. **MN-AI-075.001**

TEMPORARY WORK SPACE DESCRIPTION (TWS) and, if applicable, ADDITIONAL TEMPORARY WORK SPACE DESCRIPTION (ATWS):

As depicted on Exhibit B-20.

EXHIBIT B-20



<p>Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.</p>	<p>Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.</p>	Exhibit prepared for:	PREPARED BY: AJH	
		ENBRIDGE ENERGY, LIMITED PARTNERSHIP		Date: 8/9/2018
		Summary of Layout:		Tract Number
		<p> Temp. Workspace: 0.52 AC. 22,514 SQ.FT. Perm. Easement: 1.11 AC. 48,523 SQ.FT. Centerline Alignment: 1,023 FT. </p> <p> Addt'l Temp. Workspace: 0.25 AC. 10,869 SQ.FT. </p>		MN-AI-075.001

AITKIN COUNTY, MINNESOTA, ADMINISTERED PARCELS

The undersigned acknowledges receipt of One Thousand Dollars and no/100ths (\$1,000.00) paid by Enbridge Energy, Limited Partnership, and its affiliates. This amount represents payment in full for Enbridge Energy, Limited Partnership's exercise of existing easement rights to maintain/construct a pipeline(s), including the use of temporary workspace (TWS) or additional temporary workspace (ATWS) along the existing right-of-way.

Furthermore, the undersigned landowner(s) hereby declares and warrants ownership in fee simple or has an interest in all or a portion of the easement and temporary workspace along the existing right-of-way, and is entitled to receive the payment hereby acknowledged and to also receive subsequent damage payment, if any.

Upon sale of premises the Landowner(s) shall fully disclose to buyer the existence of this TWS/ATWS.

Tract Number	Easement Acres X 2,000.00 X 125%	TWS Acres X 2,000 X 50%	ATWS Acres X 2,000 X 50%
MN-AI-075.001	0	0.52	0.25
TOTAL ACRES	0	0.52	0.25
Per Acre	\$2,000.00	\$2,000.00	\$2,000.00
SUBTOTAL	\$0.00	\$520.00	\$250.00
TOTAL - Includes W/S	\$770.00		
GRAND TOTAL	\$1,000.00	Minimum Payment	

LANDOWNER: Aitkin County Administered Parcels

Signature: _____

Print Name: _____

Print Title: _____

Address: _____

Telephone: _____

Land Owner: Aitkin County Administered Parcels

Signature: _____

Print Name: _____

Print Title: _____

Address: _____

Telephone: _____

ENBRIDGE ENERGY, LIMITED PARTNERSHIP

TEMPORARY ACCESS ROAD LEASE

THIS TEMPORARY ACCESS ROAD LEASE ("Lease"), effective as of the _____ day of _____ 20_____, is entered into by and between the undersigned, whether one or more ("Lessor"), and Enbridge Energy, Limited Partnership, a Delaware limited partnership, with an office located at 119 North 25th Street East, Superior, Wisconsin 54880, its contractors, successors and assigns ("Lessee"); whereby Lessor, for and in consideration of **Two Thousand Four Hundred and 00/100ths Dollars (\$2,400.00)** cash in hand paid, sufficiency and receipt of which is hereby acknowledged, does hereby lease to Lessee, land owned by Lessor in **Aitkin County, Minnesota**, as described in Exhibits A attached hereto and incorporated by reference ("Land"). This Agreement shall be freely assignable by Lessee. Upon sale of any portion of the Land, Lessor shall fully disclose to any buyer the existence of this Agreement. This Agreement shall be binding on and inure to the benefit of the parties and their successors and assigns. Lessor shall provide written notice to Lessee 30 days in advance of any change in title or ownership to the Land or any other of Lessor's property that may affect this Lease.

Said Land will be used by Lessee for the construction of a temporary access road ("Road") as generally depicted in the attached Exhibit B for access to and from Lessee's construction area in connection with Lessee's pipeline construction project. Upon completion of the pipeline construction and associated cleanup and restoration of the construction area, Lessee agrees to repair any existing road used and/or remove any built Road and restore as best as practicable that part of said Land used by Lessee to the pre-existing conditions. Lessee further agrees to compensate Lessor for damages caused by Lessee during the use of said Land that are not repaired by Lessee in accordance with this Lease.

Upon completing the removal of said Road and the restoration of said Land or, in the alternative, compensating Lessor for damages caused by Lessee's use of said Land, Lessee's use of said Land as an established access road shall cease unless Lessee and Lessor agree in writing otherwise.

The term of this Lease shall commence upon its full execution and shall continue through completion of the pipeline construction, associated cleanup and restoration of the construction area, or in the alternative, compensating Lessor for damages caused by Lessee's use of said Land. Lessee may in its sole discretion extend the term of this Lease for additional one-year periods under the same terms and conditions stated herein, including without limitation an additional payment for each subsequent term of the same consideration provided herein, by giving written notice to Lessor prior to the completion of the then current term.

This Lease may be executed in multiple counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument, with the same effect as though each party had executed the same instrument.

[Signatures follow on next page]

LESSEE:

ENBRIDGE ENERGY, LIMITED PARTNERSHIP

John McKay
Authorized Agent

LESSOR:

Aitkin County, Minnesota

By: _____

Print Name: _____

Title: _____

By: _____

Print Name: _____

Title: _____

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

SW¹/₄ of SW¹/₄, SE¹/₄ of SW¹/₄, Section 32, Township 51, Range 26.

NW¹/₄ of NW¹/₄, SW¹/₄ of NW¹/₄, Section 32, Township 51, Range 26.

NE¹/₄ of NE¹/₄, NW¹/₄ of NE¹/₄, SW¹/₄ of NE¹/₄, SE¹/₄ of NE¹/₄, NE¹/₄ of NW¹/₄, SE¹/₄ of NW¹/₄, NE¹/₄ of SW¹/₄, NW¹/₄ of SW¹/₄, NE¹/₄ of SE¹/₄, NW¹/₄ of SE¹/₄, SW¹/₄ of SE¹/₄, SE¹/₄ of SE¹/₄, Section 32, Township 51, Range 26. All of Section 32, Township 51, Range 26, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-051600**

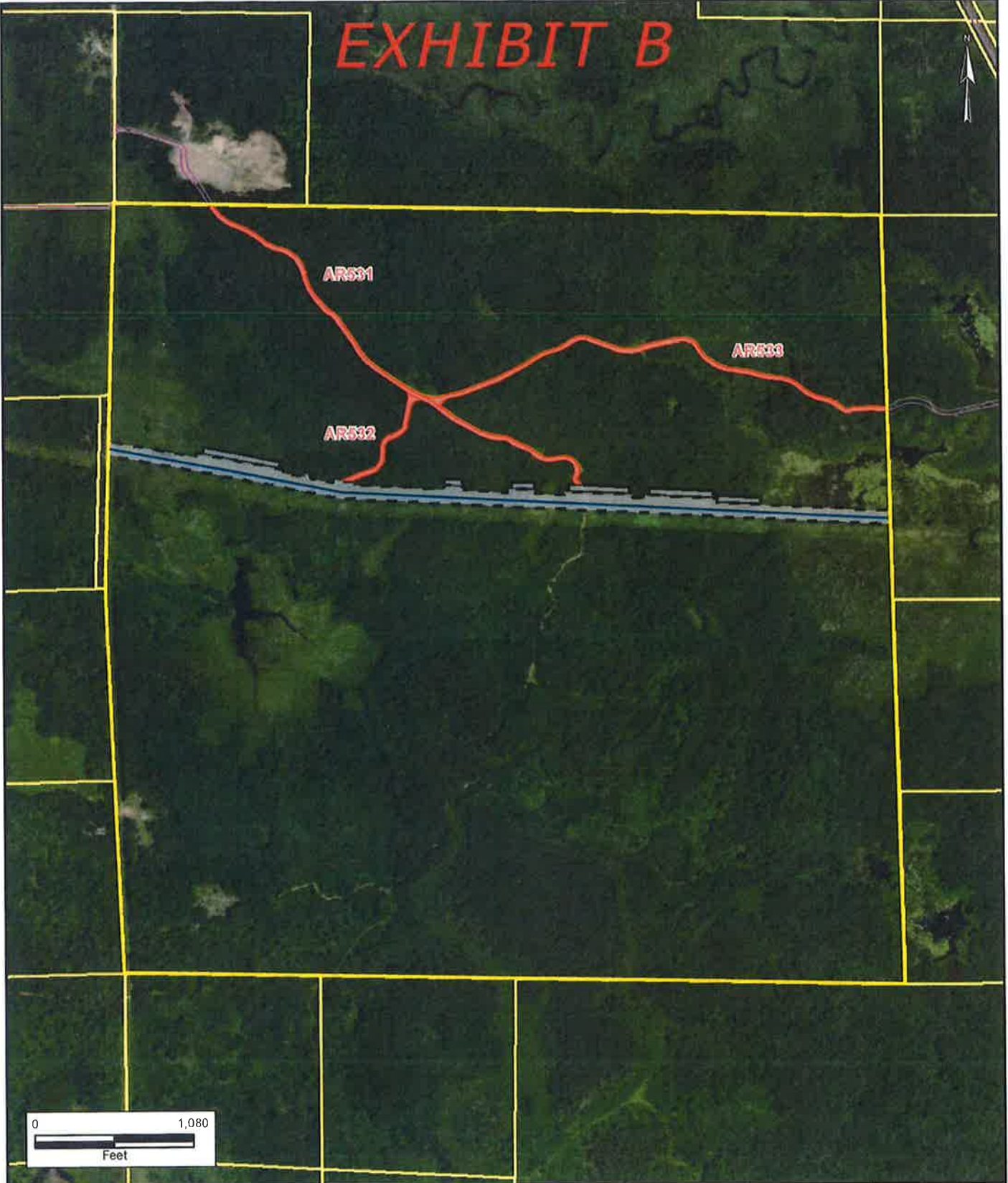
Tract No. **MN-AI-C5-027.000**

Access Road No. **AR531, AR532 and AR533**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/21/2019

Summary of Layout:

- Access Roads Outside Tract
- Property Boundaries
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR531 & AR532 & AR533
5.31 Acres
231,369 Sq Ft

TRACT NUMBER:

MN-AI-C5-027.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

The Southwest Quarter of the Southwest Quarter (SW¹/₄ of SW¹/₄), in Section Twenty-nine (29), Township Fifty-one (51) North, Range Twenty-six (26) West of the Fourth P.M., Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-047700**

Tract No. **MN-AI-C5-027.400**

Access Road No. **AR531**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/21/2019

Summary of Layout:
 Access Roads Outside Tract
 Property Boundaries
 Access Roads Inside Tract
 Proposed L3R Centerline
 Proposed L3R TWS
 Proposed L3R ATWS

Access Road: AR531
 0.69 Acres
 29,874 Sq Ft

TRACT NUMBER:

MN-AI-C5-027.400

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NW¹/₄ of NW¹/₄, SW¹/₄ of NW¹/₄, Section 33, Township 51, Range 26, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-053700**

Tract No. **MN-AI-C5-028.000**

Access Road No. **AR533**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/25/2019

Summary of Layout:

- Property Boundaries
- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR533
1.17 Acres
51,011 Sq Ft

TRACT NUMBER:

MN-AI-C5-028.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ of NW $\frac{1}{4}$ less right of way, Section 33, Township 51, Range 26, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-053600**

Tract No. **MN-AI-C5-029.001**

Access Road No. **AR533**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



<p>Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.</p>	<p>Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.</p>	<p>Exhibit prepared for:</p> <p style="text-align: center;">Enbridge Energy, Limited Partnership</p>		<p>PREPARED BY: AJH</p>	
		<p>Summary of Layout:</p> <ul style="list-style-type: none"> Property Boundaries Access Roads Inside Tract Access Roads Outside Tract Proposed L3R Centerline Proposed L3R TWS Proposed L3R ATWS 		<p>Access Road: AR533 0.25 Acres 10,960 Sq Ft</p>	<p>Date: 3/25/2019</p>
				<p>TRACT NUMBER: MN-AI-C5-029.001</p>	

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

A strip of land of varying width, being the former right of way and station ground property of the Soo Line Railroad Company's so-called Moose Lake to Schley branch line in the NE1/4 NW1/4, Section 33, Township 51 Range 26, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-053602**
Tract No. **MN-AI-C5-034.000TR**
Access Road No. **AR533 and AR624**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/25/2019

Summary of Layout:

Property Boundaries

Access Roads Outside Tract
Access Roads Inside Tract

Proposed L3R Centerline

Proposed L3R TWS
Proposed L3R ATWS

Access Road: AR533 & AR 624
1.05 Acres
45,922 Sq Ft

TRACT NUMBER:

MN-AI-C5-034.000TR

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

The old Soo Line Railroad Right of Way in the Southeast Quarter of the Northeast Quarter (SE¼ of NE¼), Section 29, Township 51, Range 26, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **20-0-046802**

Tract No. **MN-AI-C5-034.109**

Access Road No. **AR624**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 11/7/2018

Summary of Layout:

- Property Boundaries
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR624
1.02 Acres
44,553 Sq Ft

TRACT NUMBER:

MN-AI-C5-034.109

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

SE¼ of SE¼, Section 26, Township 51, Range 24, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **33-0-041400**

Tract No. **MN-AI-073.001**

Access Road No. **AR546**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/21/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR546
1.29 Acres
56,215 Sq Ft

TRACT NUMBER:

MN-AI-073.001

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ of SW $\frac{1}{4}$, NW $\frac{1}{4}$ of SW $\frac{1}{4}$, SW $\frac{1}{4}$ of SW $\frac{1}{4}$, SE $\frac{1}{4}$ of SW $\frac{1}{4}$, SW $\frac{1}{4}$ of SE $\frac{1}{4}$, NE $\frac{1}{4}$ of SE $\frac{1}{4}$, NW $\frac{1}{4}$ of SE $\frac{1}{4}$, SE $\frac{1}{4}$ of SE $\frac{1}{4}$, the NE $\frac{1}{4}$, and NE $\frac{1}{4}$ of NW $\frac{1}{4}$, NW $\frac{1}{4}$ of NW $\frac{1}{4}$, SW $\frac{1}{4}$ of NW $\frac{1}{4}$, SE $\frac{1}{4}$ of NW $\frac{1}{4}$, all in Section 25, Township 51, Range 24, in Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **33-0-038300**

Tract No. **MN-AI-074.000**

Access Road No. **AR546, AR547, AR548 and AR549**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

Summary of Layout:

- Property Boundaries
- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TW5
- Proposed L3R ATWS

Access Road: AR547 & AR 548 & AR546 & AR549
5.45 Acres
237,472 Sq Ft

PREPARED BY: AJH
Date: 3/25/2019
TRACT NUMBER:
MN-AI-074.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

**SE $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 30, Township 51, Range 23 AND
NE $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 30, Township 51, Range 23, Aitkin County, Minnesota.**

Parcel Identification Number (P.I.N.): **06-0-048400**
Tract No. **MN-AI-076.000**
Access Road No. **AR631**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



AR631



<p>Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.</p>	<p>Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.</p>	<p>Exhibit prepared for:</p> <p style="text-align: center;">Enbridge Energy, Limited Partnership</p>		<p>PREPARED BY: AJH</p>
				<p>Date: 3/25/2019</p>
		<p>Summary of Layout:</p> <ul style="list-style-type: none"> Property Boundaries Access Roads Outside Tract Access Roads Inside Tract Proposed L3R Centerline Proposed L3R TWS Proposed L3R ATWS 	<p>Access Road: AR631 0.87 Acres 38,035 Sq Ft</p>	<p>TRACT NUMBER: MN-AI-076.000</p>

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ of SE $\frac{1}{4}$, NW $\frac{1}{4}$ of SE $\frac{1}{4}$, SW $\frac{1}{4}$ of SE $\frac{1}{4}$, AND SE $\frac{1}{4}$ of SE $\frac{1}{4}$, Section 30, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-048800**

Tract No. **MN-AI-077.000**

Access Road No. **AR551**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/25/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R ATWS
- Proposed L3R TWS

Access Road: AR551
1.02 Acres
44,648 Sq Ft

TRACT NUMBER:

MN-AI-077.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

North Half (N½) and South Half (S½) of Section 29, Township 51 Range 23 Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-045700**

Tract No. **MN-AI-078.000**

Access Road No. **AR632 and AR633**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/25/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR632
1.72 Acres
74,810 Sq Ft

TRACT NUMBER:

MN-AI-078.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

S½ of NW¼, Section 28, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-044700**

Tract No. **MN-AI-079.001**

Access Road No. **AR554**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



<p>Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.</p>	<p>Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.</p>	<p>Exhibit prepared for:</p> <p style="text-align: center;">Enbridge Energy, Limited Partnership</p>		<p>PREPARED BY: AJH</p>			
		<p>Summary of Layout:</p> <ul style="list-style-type: none"> Property Boundaries Access Roads Outside Tract Access Roads Inside Tract Proposed L3R Centerline Proposed L3R TWS Proposed L3R ATWS 		<p>Access Road: AR554 0.48 Acres 20,931 Sq Ft</p>		<p>Date: 3/25/2019</p>	
				<p>TRACT NUMBER:</p> <p>MN-AI-079.001</p>			

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 28, Township 51 Range 23 Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-044900**

Tract No. **MN-AI-080.000**

Access Road No. **AR553, AR554 and AR634**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/25/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR553 & AR554 & AR634
1.51 Acres
66,036 Sq Ft

TRACT NUMBER:

MN-AI-080.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ of SE $\frac{1}{4}$ and NW $\frac{1}{4}$ of SE $\frac{1}{4}$ of Section 28, Township 51 Range 23 Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-045300**

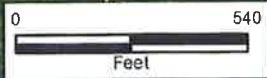
Tract No. **MN-AI-081.000**

Access Road No. **AR634, AR635 and AR 636**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:
Enbridge Energy, Limited Partnership

PREPARED BY: AJH
 Date: 3/26/2019

Summary of Layout: Property Boundaries Access Roads Outside Tract Access Roads Inside Tract	Proposed LJR Centerline Proposed LJR TWS Proposed LJR ATWS	Access Road: AR634 & AR635 & AR636 1.08 Acres 47,009 Sq Ft

TRACT NUMBER:
 MN-AI-081.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

W $\frac{1}{2}$ of NE $\frac{1}{4}$, NE $\frac{1}{4}$ of NE $\frac{1}{4}$, and SE $\frac{1}{4}$ of NE $\frac{1}{4}$ of Section 28, Township 51 Range 23 Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-044100**

Tract No. **MN-AI-082.000**

Access Road No. **AR554, AR555 and AR636**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for: **Enbridge Energy, Limited Partnership**

<p>Summary of Layout:</p> <ul style="list-style-type: none"> Property Boundaries Access Roads Outside Tract Access Roads Inside Tract Proposed L3R Centerline Proposed L3R TWS Proposed L3R ATWS 	<p>Access Road: AR554 & AR555 & AR635 & AR636 2.02 Acres 88,143 Sq Ft</p>
--	---

PREPARED BY: AJH

Date: 3/26/2019
TRACT NUMBER:
MN-AI-082.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

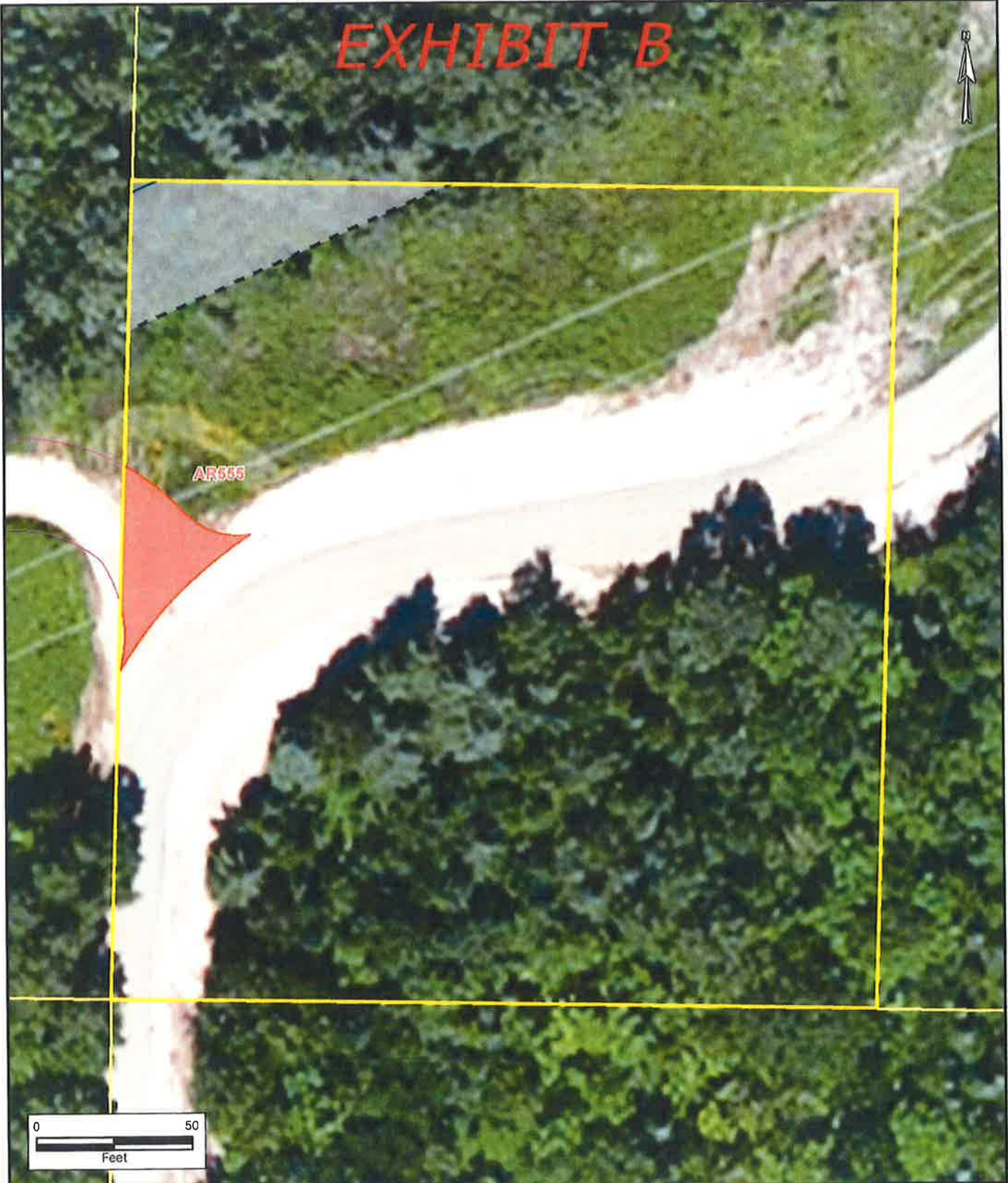
Commencing at the southwest corner of the Southwest Quarter of the Northwest Quarter of Section 27 Township 51 North of Range 23 West, thence north on the section line 16 rods; thence east 15 rods; thence south 16 rods; thence west 15 rods to place of beginning and containing one and one half acres, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-043200**
Tract No. **MN-AI-083.000**
Access Road No. **AR555**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for: **Enbridge Energy, Limited Partnership**

PREPARED BY: AJH
Date: 3/26/2019

Summary of Layout:

- Access Roads Outside Tract
- Property Boundaries
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR555
0.03 Acres
1,094 Sq Ft

TRACT NUMBER:
MN-AI-083.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

**SW¼ of NW¼, Section 27, Township 51, Range 23, EXCEPTING THEREFROM:
Commencing at the South West corner of the Southwest Quarter of the North West Quarter of Section No. (27) Twenty Seven, thence North on the Section Line 16 rods; thence East 15 rods; thence South 16 rods; thence West 15 rods to place of beginning and containing one and one half acres. All the above described real estate in Township No. fifty one (51) Range Twenty three (23), Aitkin County, Minnesota.**

Parcel Identification Number (P.I.N.): **06-0-043000**

Tract No. **MN-AI-084.000**

Access Road No. **AR637**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



AR637



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/26/2019

Summary of Layout:

- Property Boundaries
- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR637
0.26 Acres
11,216 Sq Ft

TRACT NUMBER:

MN-AI-084.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

N½ of NW¼, Section 27, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-042800**

Tract No. **MN-AI-086.000**

Access Road No. **AR637 and AR638**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/27/2019

Summary of Layout:

- Property Boundaries
- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR637 & AR638
0.48 Acres
18,371 Sq Ft

TRACT NUMBER:

MN-AI-086.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NW $\frac{1}{4}$ of SW $\frac{1}{4}$, NE $\frac{1}{4}$ of SW $\frac{1}{4}$, S $\frac{1}{2}$ of SW $\frac{1}{4}$, NE $\frac{1}{4}$, NW $\frac{1}{4}$, and SE $\frac{1}{4}$, Section 23, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-036200**

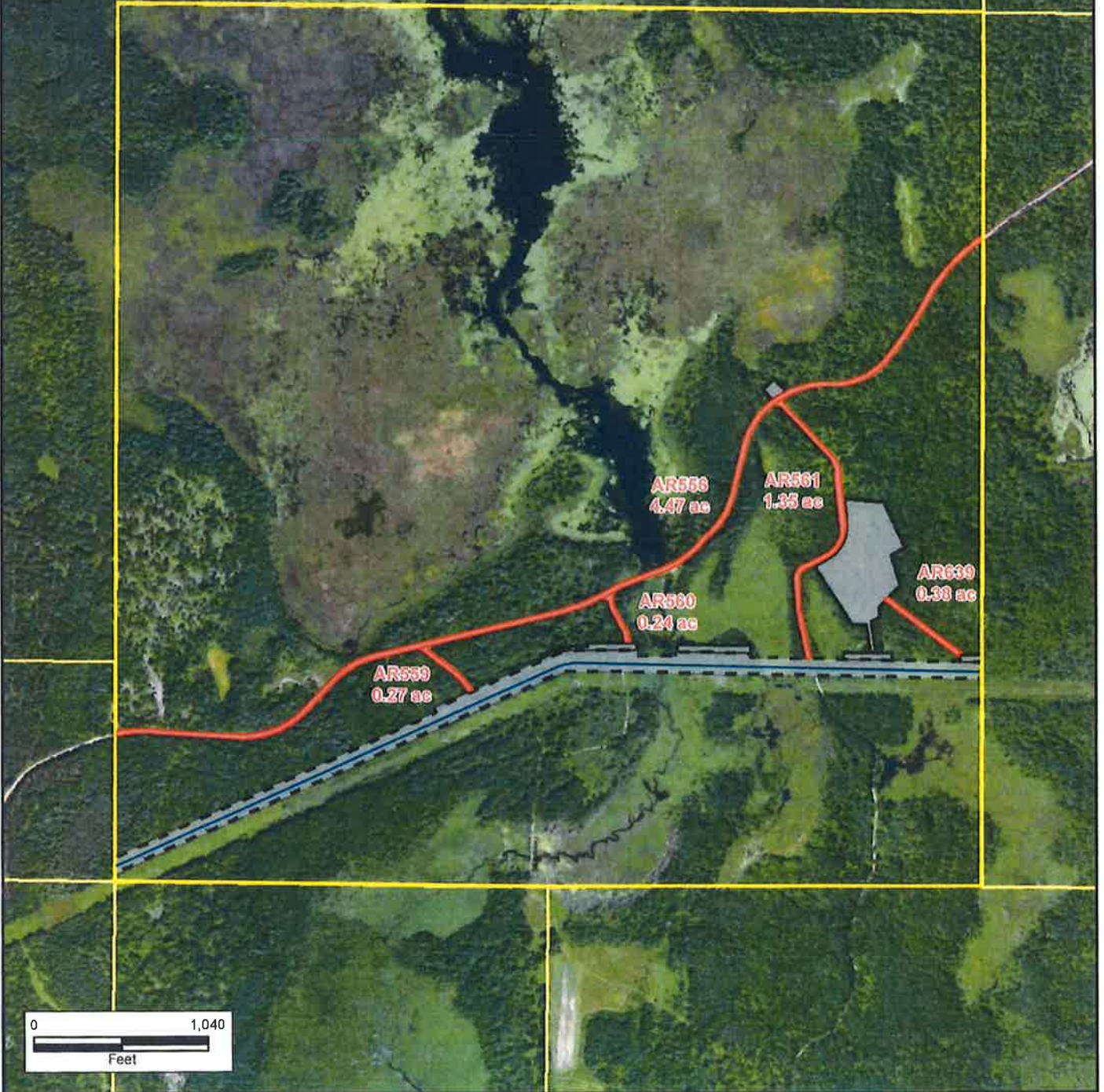
Tract No. **MN-AI-089.000**

Access Road No. **AR556, AR559, AR560, AR561 and AR639**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/27/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR556 & AR559 & AR560 & AR561 & AR639
6.71 Acres
292,139 Sq Ft

TRACT NUMBER:

MN-AI-089.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

NE $\frac{1}{4}$ of SE $\frac{1}{4}$ and SE $\frac{1}{4}$ of SE $\frac{1}{4}$, W $\frac{1}{2}$ of SE $\frac{1}{4}$, NW $\frac{1}{4}$ of NW $\frac{1}{4}$, NE $\frac{1}{4}$ of NW $\frac{1}{4}$, S $\frac{1}{2}$ of NW $\frac{1}{4}$, NE $\frac{1}{4}$, and SW $\frac{1}{4}$, Section 24, Township 51, Range 23, Aitkin County, Minnesota.

Parcel Identification Number (P.I.N.): **06-0-037800**

Tract No. **MN-AI-090.000**

Access Road No. **AR556 and AR 562**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



AR556
1.43 ac

AR562
3.38 ac



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/27/2019

Summary of Layout:

- Property Boundaries
- Access Roads Outside Tract
- Access Roads Inside Tract
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR556 & AR562
4.85 Acres
211,237 Sq Ft

TRACT NUMBER:

MN-AI-090.000

Exhibit A

This Exhibit A is attached to and made a part of this Temporary Access Road Lease between, **Aitkin County, Minnesota** (Lessor) and Enbridge Energy, Limited Partnership (Lessee).

LESSOR'S PROPERTY LEGAL DESCRIPTION (Lessor's Land):

**S½ of SW¼, Section 13, Township 51, Range 23 AND
NE¼ of SW¼, Section 13, Township 51, Range 23,
NW¼ of SW¼, Section 13, Township 51, Range 23, Aitkin County, Minnesota.**

Parcel Identification Number (P.I.N.): **06-0-021300**
Tract No. **MN-AI-090.001**
Access Road No. **AR556**

TEMPORARY ACCESS ROAD DESCRIPTION:

As depicted in the attached Exhibit B.

EXHIBIT B



Note: This is not a survey product. This should not be used for authoritative definition of legal boundary or property title.

Exhibit is based on Minnesota State Plane System, NAD83, North Zone, U.S. Foot.

Exhibit prepared for:

Enbridge Energy, Limited Partnership

PREPARED BY: AJH

Date: 3/27/2019

Summary of Layout:

- Access Roads Outside Tract
- Access Roads Inside Tract
- Property Boundaries
- Proposed L3R Centerline
- Proposed L3R TWS
- Proposed L3R ATWS

Access Road: AR556
1.26 Acres
54,689 Sq Ft

TRACT NUMBER:

MN-AI-090.001

AITKIN COUNTY, MINNESOTA, ADMINISTERED PARCELS

The undersigned acknowledges receipt of Two Thousand Four Hundred Dollars and no/100ths **(\$2,400.00)** paid by Enbridge Energy, Limited Partnership, and its affiliates. This amount represents payment in full for Enbridge Energy, Limited Partnership's exercise of existing easement rights to maintain/construct a pipeline(s), including the use of temporary workspace (TWS) or additional temporary workspace (ATWS) along the existing right-of-way. Furthermore, the undersigned landowner(s) hereby declares and warrants ownership in fee simple or has an interest in all or a portion of the easement and temporary workspace along the existing right-of-way, and is entitled to receive the payment hereby acknowledged and to also receive subsequent damage payment, if any.

Upon sale of premises the Landowner(s) shall fully disclose to buyer the existence of this TWS/ATWS.

<u>Access Road Number</u>				<u>Tract Number</u>		
Temporary Access Road Payment: AR#531				MN-AI-C5-027.000		
Length	2.29	(acres) X	\$2,000.00	X	50% =	\$2,290.00
Temporary Access Road Payment: AR#532				MN-AI-C5-027.000		
Length	0.62	(acres) X	\$2,000.00	X	50% =	\$620.00
					Minimum	\$1,000.00
Temporary Access Road Payment: AR#533				MN-AI-C5-027.000		
Length	2.41	(acres) X	\$2,000.00	X	50% =	\$2,410.00
Temporary Access Road Payment: AR#531				MN-AI-C5-027.400		
Length	0.69	(acres) X	\$2,000.00	X	50% =	\$690.00
					Minimum	\$1,000.00
Temporary Access Road Payment: AR#533				MN-AI-C5-028.000		
Length	1.17	(acres) X	\$2,000.00	X	50% =	\$1,170.00
Temporary Access Road Payment: AR#533				MN-AI-C5-029.001		
Length	0.25	(acres) X	\$2,000.00	X	50% =	\$250.00
					Minimum	\$1,000.00
Temporary Access Road Payment: AR#533				MN-AI-C5-034.000TR		

Length 0.49 (acres) X \$2,000.00 X 50% = \$490.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#624 **MN-AI-C5-034.000TR**

Length 0.58 (acres) X \$2,000.00 X 50% = \$580.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#624 **MN-AI-C5-034.109 NEW**

Length 1.09 (acres) X \$2,000.00 X 50% = \$1,090.00

Temporary Access Road Payment: AR#546 **MN-AI-073.001**

Length 1.29 (acres) X \$2,000.00 X 50% = \$1,290.00

Temporary Access Road Payment: AR#546 **MN-AI-074.000**

Length 3.17 (acres) X \$2,000.00 X 50% = \$3,170.00

Temporary Access Road Payment: AR#547 **MN-AI-074.000**

Length 0.26 (acres) X \$2,000.00 X 50% = \$260.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#548 **MN-AI-074.000**

Length 0.26 (acres) X \$2,000.00 X 50% = \$260.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#549 **MN-AI-074.000**

Length 1.77 (acres) X \$2,000.00 X 50% = \$1,770.00

Temporary Access Road Payment: AR#631 **MN-AI-076.000**

Length 0.87 (acres) X \$2,000.00 X 50% = \$870.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#551 **MN-AI-077.000**

Length 1.02 (acres) X \$2,000.00 X 50% = \$1,020.00

Temporary Access Road Payment: AR#632 **MN-AI-078.000**

Length 1.72 (acres) X \$2,000.00 X 50% = \$1,720.00

Temporary Access Road Payment: AR#633 **MN-AI-078.000** REMOVED

Length 0.00 (acres) X \$2,000.00 X 50% = \$0.00
Minimum \$0.00

Temporary Access Road Payment: AR#554 **MN-AI-079.001**

Length 0.48 (acres) X \$2,000.00 X 50% = \$480.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#553 **MN-AI-080.000**

Length 0.17 (acres) X \$2,000.00 X 50% = \$170.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#554 **MN-AI-080.000**

Length 0.80 (acres) X \$2,000.00 X 50% = \$800.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#634 **MN-AI-080.000**

Length 0.54 (acres) X \$2,000.00 X 50% = \$540.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#634 **MN-AI-081.000**

Length 0.15 (acres) X \$2,000.00 X 50% = \$150.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#635 **MN-AI-081.000**

Length 0.76 (acres) X \$2,000.00 X 50% = \$760.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#636 **MN-AI-081.000**

Length 0.17 (acres) X \$2,000.00 X 50% = \$170.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#554 **MN-AI-082.000**

Length 1.66 (acres) X \$2,000.00 X 50% = \$1,660.00

Temporary Access Road Payment: AR#555 **MN-AI-082.000**

Length 0.07 (acres) X \$2,000.00 X 50% = \$70.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#636 **MN-AI-082.000**

Length 0.28 (acres) X \$2,000.00 X 50% = \$280.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#635 **MN-AI-082.000 NEW**

Length 0.01 (acres) X \$2,000.00 X 50% = \$10.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#555 **MN-AI-083.000**

Length 0.05 (acres) X \$2,000.00 X 50% = \$50.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#637 **MN-AI-084.000**

Length 0.26 (acres) X \$2,000.00 X 50% = \$260.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#637 **MN-AI-086.000**

Length 0.07 (acres) X \$2,000.00 X 50% = \$70.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#638 **MN-AI-086.000**

Length 0.42 (acres) X \$2,000.00 X 50% = \$420.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#556 **MN-AI-089.000**

Length 4.47 (acres) X \$2,000.00 X 50% = \$4,470.00

Temporary Access Road Payment: AR#559 **MN-AI-089.000**

Length 0.27 (acres) X \$2,000.00 X 50% = \$270.00
Minimum \$1,000.00

Temporary Access Road Payment: AR#560				MN-AI-089.000		
Length	0.24	(acres) X	\$2,000.00	X	50% =	\$240.00
					Minimum	\$1,000.00
Temporary Access Road Payment: AR#561				MN-AI-089.000		
Length	1.35	(acres) X	\$2,000.00	X	50% =	\$1,350.00
Temporary Access Road Payment: AR#639				MN-AI-089.000		
Length	0.38	(acres) X	\$2,000.00	X	50% =	\$380.00
					Minimum	\$1,000.00
Temporary Access Road Payment: AR#556				MN-AI-090.000		
Length	1.48	(acres) X	\$2,000.00	X	50% =	\$1,480.00
Temporary Access Road Payment: AR#562				MN-AI-090.000		
Length	3.38	(acres) X	\$2,000.00	X	50% =	\$3,380.00
Temporary Access Road Payment: AR#556				MN-AI-090.001		
Length	1.26	(acres) X	\$2,000.00	X	50% =	\$1,260.00
TOTAL TEMPORARY ACCESS ROAD LEASES						\$53,530.00
ALREADY PAID TO AITKIN COUNTY						- \$51,130.00
TOTAL COMPENSATION DUE						= <u>\$2,400.00</u>

LANDOWNER: Aitkin County Administered Parcels

Signature: _____

Print Name: _____

Print Title: _____

Address: _____

Telephone: _____

Land Owner: Aitkin County Administered Parcels

Signature: _____

Print Name: _____

Print Title: _____

Address: _____

Telephone: _____



Board of County Commissioners Agenda Request

2N

Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: LLCC Water Well Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<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
Presenter (Name and Title): Rich Courtemanche - Land Commissioner		Estimated Time Needed: n/a
Summary of Issue: <p>Long Lake Conservation Center has two drinking water water wells. One water well (#608622) does not work and needs to be recovered or properly sealed per MN State 1031.301.</p> <p>Wendie Carlson, Business Manager at Long Lake Conservation Center, has applied for and secured a grant with the Mn Dept. of Health that will recover or seal the well (attached grant application).</p> <p>The project is expected to cost \$2,060.00 to recover the well (MN Dept. of Health Grant portion = \$1,030.00 and LLCC portion \$1,030) or \$800 to seal the well.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve attached MN Dept. of Health grant and assign Wendie Carlson, business manager of LLCC, the authorized representative for Aitkin County during this agreement (MNDH Grant Sec. 6.2).		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> The Long Lake Foundation has agreed to cover the \$1,030.00 match for the Dept. of Health Grant.		

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

Vendor Name: Aitkin County Long Lake Conservation Center		Vendor Number: 0000196585	Vendor Location Code: 001
Vendor Address: 28962 438 th Lane Palsade, MN 56469		Federal Employer I.D.:	
Requestor's Name/Employee ID#: (required by SWIFT) Kris Wenner/00436228		MN Tax I.D. # (If applicable):	
Starting State Fiscal Year: 2019		Total Amount of Original Agreement:	\$ 1,030.00
Agreement Start Date: May 1, 2019		Total Amount of Original, plus ALL Previous Amendments:	\$
Initial End Date: April 30, 2021		Total Amount of this Amendment ONLY:	\$
Amd Revised End Date:		Grand Total (Original + all Amendments):	\$
Please Check ONE option for Amendments:		<input type="checkbox"/> Time Only	<input type="checkbox"/> Money Only
		<input type="checkbox"/> Time and Money	

Special Instructions: Remit to is to Aitkin County

Does this contract contain not public data information? (circle one): Y / N

If "Y" provide a description for FM entry into SWIFT: _____

ACCOUNTING INFORMATION

State Fiscal Year 2019						
Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
2302	H12321 47	H12152P			\$1,030.00	
	H123				\$	
	H123				\$	
State Fiscal Year 201__						
Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
	H123				\$	
	H123				\$	
	H123				\$	
State Fiscal Year 201__						
Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
	H123				\$	
	H123				\$	
	H123				\$	

FINANCIAL MANAGEMENT USE ONLY

Encumbrance Signature	<i>[Signature]</i>	Date	4/24/19
Contract Number	156645	Origin Code	849
Purchase Order Number	65331	Source Type	
Category Code	84101501	Account ID	441352

If you circulate this grant agreement internally, only offices that require access to the tax identification number AND all individuals/offices signing this grant agreement should have access to this document.

Minnesota Department of Health Grant Agreement

This grant agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health ("State") and Aitkin County, Long Lake Conservation Center ("Grantee"). Grantee's address is 28952 438th Lane, Palisade, Minnesota 56469.

Recitals

1. Under Minnesota Statutes 144.0742 and §114D.50 (the Clean Water Fund), the State is empowered to enter into this grant agreement.
2. The State is in need of assisting public water suppliers to protect the source of drinking water.
3. The Grantee represents that it is duly qualified and will perform all the duties described in this agreement to the satisfaction of the State. Pursuant to Minnesota Statutes section 16B.98, subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1. *Term of Agreement*

1.1 *Effective date* May 1, 2019, or the date the State obtains all required signatures under Minnesota Statutes section 16C.05, subdivision 2, whichever is later.

The Grantee must not begin work until this contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.

1.2 *Expiration date* April 30, 2021, or until all obligations have been fulfilled to the satisfaction of the State, whichever occurs first.

1.3 *Survival of Terms* The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10.1 Government Data Practices; 10.2 Data Disclosure; 12. Intellectual Property; 14.1 Publicity; 14.2 Endorsement; and 16. Governing Law, Jurisdiction, and Venue.

2. *Grantee's Duties* The Grantee, who is not a state employee, shall:

- Attempt to recover well by upgrading and repairing it; unique well number 608622. If the well recovery is not successful, seal number 608622.

- Contact Minnesota Department of Health (MDH) Well Management 24 hours prior to beginning any well sealing work. Contact either Sandra Beck, Hydrologist, at 218-302-6145 or Mike Freeman, Well Inspector at 218-302-6195 during normal business hours Monday to Friday between 8:00 am and 4:30 pm to ensure that MDH has the opportunity to inspect during the well sealing process.
- On or before the end date of this Agreement, the Grantee shall provide the State with one electronic copy of all final products produced under this Grant Agreement, including reports, publications, software and videos. Any Grantee activity that involves data collection must be submitted to the State upon completion of the project and in the format agreed by the State.
- The Grantee shall pay in full any licensed contractor hired for the purpose of completing any work under this Grant Agreement.
- The Grantee shall submit an itemized invoice for the total cost of the project. Exhibits A and B are attached and incorporated into this grant agreement. Upon completion of the project Grantee shall submit a Grant Invoice (Exhibit A) and a Grant Narrative Report (Exhibit B). The Grant Invoice and the Grant Narrative Report shall be due no later than the expiration day of this Grant Agreement. The Grantee will provide the unique well number with the Well and Boring Record and/or Well and Boring Sealing Record with the final invoice.
- If required by the nature of the project, data collected during the project shall be reported in a format acceptable to the State.
- In the event the Grantee is unable to satisfactorily complete all the duties specified in this grant agreement, the Grantee may forfeit the final payment. Grantee who has not satisfactorily fulfilled the grant obligations, including but not limited to paying the contractor in full for all work performed by the contractor, will be denied participation in the next grant cycle.

Grantee shall provide an equal cost share (of eligible funds in cash) for each work item. In-kind contributions are not accepted.

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, and failure to meet a deadline may be a basis for a determination by the State's Authorized Representative that the Grantee has not complied with the terms of the grant.

The Grantee is required to perform all of the duties recited above within the grant period. The State is not obligated to extend the grant period.

4. Consideration and Payment

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

(a) Compensation. The Grantee will be paid according to the following breakdown of costs:

Activity	Grant Amount	Cost Share
Attempt to recover well by upgrading and repairing it; unique well number 608622. If the well recovery is not successful, seal number 608622	\$1,030.00	\$1,030.00
Sub-Total	\$1,030.00	\$1,030.00
TOTAL	\$1,030.00	

(b) Total Obligation The total obligation of the State for all compensation and reimbursements to the Grantee under this agreement will not exceed One Thousand Thirty Dollars and Zero Cents (\$1,030.00).

The following costs are not eligible and will be deducted from the final invoice, before reimbursement:

- permitting fees payable to MDH (i.e. well construction fee; well sealing fee)
- pressure tank and associated plumbing
- water lines may be reimbursed only from the well to the pressure tank or to the building, whichever comes first)
- indirect or administrative costs related to the grant.

(c) Travel Expenses The Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget ("MMB"). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(d) Budget Modifications. Modifications greater than 10 percent of any budget line item in the most recently approved budget (listed in 4.1(a) and 4.1(b) or incorporated in Exhibit B) requires prior written approval from the State and must be indicated on submitted reports. Failure to obtain prior written approval for modifications greater than 10 percent of any budget line item may result in

denial of modification request and/or loss of funds. Modifications equal to or less than 10 percent of any budget line item are permitted without prior approval from the State provided that such modification is indicated on submitted reports and that the total obligation of the State for all compensation and reimbursements to the Grantee shall not exceed the total obligation listed in 4.1(b).

4.2 Terms of Payment

(a) Invoices The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted in a timely fashion and according to the following schedule: Upon completion of the services. The State does not pay merely for the passage of time.

All the grant documentation (Grant Narrative Report, Grant Invoice, itemized invoice(s), electronic copies) must be submitted in one packet by either email or mail. The Grantee shall use the following address; Attn: Kris Wenner:

health.swpgrants@state.mn.us

Or

Attn: Kris Wenner
Source Water Protection
Minnesota Department of Health
PO Box 64975, St. Paul, MN 55164-0975

If the final invoice is not received by the State before the end date of this Grant Agreement, the Grantee may forfeit the final payment.

(b) Matching Requirements Grantee certifies that the following matching requirement, for the grant will be met by Grantee:

- Grantee will submit an invoice for the total cost of the project.
- By submitting an invoice for the total cost of the project Grantee certifies that the cost share requirement of \$1,030.00 has been met.
- If the total cost of the project ends up being less than \$2,060.00 the Grantee agrees to contribute a minimum cost share of 50% of the total cost of the project.

5. Conditions of Payment All services provided by Grantee pursuant to this agreement must be performed to the satisfaction of the State, as determined in the sole discretion of its Authorized

Representative. Further, all services provided by the Grantee must be in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. Requirements of receiving grant funds may include, but are not limited to: financial reconciliations of payments to Grantees, site visits of the Grantee, programmatic monitoring of work performed by the Grantee and program evaluation. The Grantee will not be paid for work that the State deems unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.

6. Authorized Representatives

6.1 State's Authorized Representative The State's Authorized Representative for purposes of administering this agreement is Kris Wenner, SWP Grants Coordinator, 625 Robert Street N, PO Box 64975, Saint Paul, MN 55164-0975, 651-201-4696, Kris.Wenner@state.mn.us, or their successor, and has the responsibility to monitor the Grantee's performance and the final 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.

6.2 Grantee's Authorized Representative The Grantee's Authorized Representative is Wendie Carlson, Business Manager, 28952 438th Lane, Palisade, Minnesota 56469, 218-768-4653, and wendie@longlakecc.org, or their successor. The Grantee's Authorized Representative has full authority to represent the Grantee in fulfillment of the terms, conditions, and requirements of this agreement. If the Grantee selects a new Authorized Representative at any time during this agreement, the Grantee must immediately notify the State in writing, via e-mail or letter.

7. Assignment, Amendments, Waiver, and Merger

7.1 Assignment The Grantee shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State.

7.2 Amendments If there are any amendments to this agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by the State and Grantee.

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

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

8. Liability The Grantee must indemnify and hold harmless the State, its agents, and employees from all claims or causes of action, including attorneys' fees incurred by the State, arising from the

performance of this 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 agreement. Nothing in this clause may be construed as a waiver by the Grantee of any immunities or limitations of liability to which Grantee may be entitled pursuant to Minnesota Statutes Chapter 466, or any other statute or law.

9. State Audits Under Minnesota Statutes section 16B.98, subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee, or any other relevant party or transaction, are subject to examination by the State, the State Auditor, and the Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Data Disclosure

10.1 Government Data Practices Pursuant to Minnesota Statutes Chapter 13.05, Subd. 11(a), the Grantee and the State must comply with the Minnesota Government Data Practices Act 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 Grantee under this agreement. The civil remedies of Minnesota Statutes section 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 any data is released. The Grantee's response to the request must comply with the applicable law.

10.2 Data Disclosure Pursuant to Minnesota Statutes section 270C.65, subdivision 3, and all other applicable laws, the Grantee consents to disclosure of its social security number, federal employee tax identification number, and Minnesota tax identification number, all of which have already been 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.

11. Ownership of Equipment The State shall have the right to require transfer of all equipment purchased with grant funds (including title) to the State or to an eligible non-State party named by the State. This right will normally be exercised by the State only if the project or program for which the equipment was acquired is transferred from one grantee to another.

12. Ownership of Materials and Intellectual Property Rights

12.1 Ownership of Materials The State shall own all rights, title and interest in all of the materials conceived or created by the Grantee, or its employees or subgrantees, either individually or jointly with others and which arise out of the performance of this grant agreement, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form ("materials").

The Grantee hereby assigns to the State all rights, title and interest to the materials. The Grantee shall, upon request of the State, execute all papers and perform all other acts necessary to assist the State to obtain and register copyrights, patents or other forms of protection provided by law for the materials. The materials created under this grant agreement by the Grantee, its employees or subgrantees, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the materials, whether in paper, electronic, or other form, shall be remitted to the State by the Grantee. Its employees and any subgrantees shall not copy, reproduce, allow or cause to have the materials copied, reproduced or used for any purpose other than performance of the Grantee's obligations under this grant agreement without the prior written consent of the State's Authorized Representative.

12.2 Intellectual Property Rights Grantee represents and warrants that materials produced or used under this grant agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend the State, at 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 parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this grant agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, Grantee shall at the State's discretion either procure for the State the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

13. Workers' Compensation The Grantee certifies that it is in compliance with Minnesota Statutes section 176.181, subdivision 2, which pertains to workers' compensation insurance coverage. The Grantee's employees and agents, and any contractor hired by the Grantee to perform the work required by this Grant Agreement and its employees, 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.

14. Publicity and Endorsement

14.1 Publicity Any publicity given to the program, publications, or services provided resulting from this grant agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee or its employees individually or jointly with others, or any subgrantees shall identify the State as the sponsoring agency and shall not be released without prior written approval by the State's Authorized Representative, unless such release is a specific part of an approved work plan included in this grant agreement.

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

15. Termination

15.1 Termination by the State or Grantee The State or Grantee may cancel this grant agreement at any time, with or without cause, upon thirty (30) days written notice to the other party.

15.2 Termination for Cause If the Grantee fails to comply with the provisions of this grant agreement, the State may terminate this grant agreement without prejudice to the right of the State to recover any money previously paid. The termination shall be effective five business days after the State mails, by certified mail, return receipt requested, written notice of termination to the Grantee at its last known address.

15.3 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 work scope covered in this agreement. Termination must be by written or facsimile notice to the Grantee. The State is not obligated to pay for any work performed after notice and effective date of the 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 this 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 receiving notice of the same.

16. Governing Law, Jurisdiction, and Venue This grant agreement, and amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this grant agreement, or for breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

17. Lobbying Ensure funds are not used for lobbying, which is defined as attempting to influence legislators or other public officials on behalf of or against proposed legislation. Providing education about the importance of policies as a public health strategy is allowed. Education includes providing facts, assessment of data, reports, program descriptions, and information about budget issues and population impacts, but stopping short of making a recommendation on a specific piece of legislation. Education may be provided to legislators, public policy makers, other decision makers, specific stakeholders, and the general community.

[Remainder of page intentionally left blank.]

APPROVED:

1. Grantee

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

2. State Agency

Grant Agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05.

By: _____ (with delegated authority)

Title: _____

Date: _____

Distribution:

Agency – Original (fully executed) Grant Agreement

Grantee

State Authorized Representative

Environmental Health Division
 Drinking Water Protection Section
 P.O. Box 64975
 St. Paul, Minnesota 55164-0975
 Phone: 651-201-4700

Source Water Protection Transient Grants Invoice

GRANTEE INFORMATION	PWSID:
Public Water System:	
Address:	
Program Contact Person:	
Phone:	Fax:
E-mail:	

INVOICE INFORMATION

Is this the final invoice? Yes No

WORK ITEMS AND EXPENDITURE DESCRIPTION use an additional page if necessary	Expenditure	Cost Share
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total	\$	\$
Deduct amount of cost share	\$	
Net Invoice Amount to be Paid	\$	

DISCLAIMER AND SIGNATURE I declare that no part of this claim has been previously billed to MDH, and that the Total Expenditures reflect only charges related to the source water protection project. I also declare that the data on this document is correct and all transactions that support this claim were made in accordance with all applicable Federal and State statutes and regulations.

Authorized Grantee Signature _____ Date _____

FOR MINNESOTA DEPARTMENT OF HEALTH USE ONLY

Grant Manager Signature _____ Date _____

PO:	Approved by:
Period of Service:	Date sent to F.M:



Environmental Health Division
 Drinking Water Protection Section
 P.O. Box 64975
 St. Paul, Minnesota 55164-0975
 Phone: 651-201-4700

GRANT NARRATIVE REPORT

System Name:	PWSID:
Address:	
Contact Person Name:	
Phone:	Email:
Describe the issue <i>Why did you apply for funding? Was there a problem? Where/When did it take place?</i>	
Describe in detail the work that was performed	
Describe the results of this project; How did this work benefit your system? How was drinking water and public health protected?	
Would this work have happened in the absence of the grant program? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Assistance received – <i>How did Minnesota Department of Health (MDH) or Minnesota Rural Water Association (MRWA) help? (i.e. MDH/MRWA consulted, recommended, analyzed, educated, advised, provided, etc.)</i>	
How can the grant program be improved?	

Pictures available? Yes No
 Publication, software, videos available? Yes No

DISCLAIMER I declare that the data on this document is correct

Authorized Grantee Signature _____ Date _____

FOR MINNESOTA DEPARTMENT OF HEALTH USE ONLY

How much money was spent completing this work (total to include cost share)

Estimate the number of people served by the PWS



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Extension of timber sale #13694

<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>
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Submitted by: Rich Courtemanche	Department: Land
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Presenter (Name and Title): Rich Courtemanche - Land Commissioner	Estimated Time Needed: n/a
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Summary of Issue:

James Maxwell is a local logger from Hill City. James Maxwell has not been able to cut all of the timber sales that he has purchased in part due to poor weather, poor wood demand, and he has cut sales timber sales with a lot of blow down for Aitkin County. Three (3) timber sales are expiring but one (#13694) will need a second extension. The timber sale contract requires that second extensions be approved by the County Board.

I recommend that the County Board allow James Maxwell the second extension for permit #13694 and require that the permit be paid in full (\$5,173.78) with bond payment (\$608.68) as per the precedent set at the March 12, 2019 for Futurewood Corp.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve 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:*

To the County Board.

Dear board members as you know the logging industry has been a very tough industry the last few years.

Due to the poor weather conditions for the last two summers, and not being able to ship wood last summer due to the fact that most of the Mills didn't take wood till almost winter, and two very cold January's in a row, and the fact that we have done blow down for the county for 3 years now from the storm that went through the county, we need a second extension on three of our sales. We would greatly appreciate if you would grant us a second extension on these 3 sales. They are ~~13350~~ 13355 and 13694

Thank you sincerely ¹³⁵³⁰ James Maxwell



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Employee Recognition

<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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Bobbie Danielson, Human Resources Director	Department: Human Resources Office
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Presenter (Name and Title): Bobbie Danielson, Human Resources Director	Estimated Time Needed: 5 minutes
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Summary of Issue:
 Employees who have completed 25 years of service or more (in 5 year increments) are formally recognized by presenting them with an award for their achievement. The following employees reached milestones during the 2nd quarter of 2019:

- Dan Gordon, 30 years of service, Forester in the Land Department.

Alternatives, Options, Effects on Others/Comments:
 None

Recommended Action/Motion:

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



Aitkin
County

Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Mississippi Headwaters Board 2019 Comprehensive Plan

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

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Tim Terrill, Executive Director	Estimated Time Needed: 20-30 minutes
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Summary of Issue:

Tim Terrill, Executive Director of MHB will review, answer questions about the MHB 2019 Comprehensive Plan, and ask the Board to approve the MHB Comprehensive Plan by resolution (attached).

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED July 9, 2019

By Commissioner: xx

20190709-0xx

Adoption of Mississippi Headwaters Board 2019 Comprehensive Plan

WHEREAS, the Mississippi Headwaters Board (MHB), is required by Minnesota Statutes 103F.361-378 to identify and protect the natural, cultural, historical, scientific and recreational values of the first 400 miles of the Mississippi River; and

WHEREAS, the Mississippi Headwaters Board Technical & Management Committee, consisting of Zoning Administrators from each of the eight counties, met and recommended changes to the 2002 Comprehensive Management Plan; and

WHEREAS, the MHB Board has reviewed changes to the 2002 Comprehensive Plan at previous board meetings, and

WHEREAS, the 2002 Comprehensive Management Plan was updated and approved on May 24, 2019 by the Mississippi Headwaters Board to create the 2019 Comprehensive Management Plan; and

WHEREAS, Aitkin County is a member county of the Mississippi Headwaters Board; and

WHEREAS, a public comment period was given in each of the eight member counties of the Mississippi Headwaters Board to review the 2019 Comprehensive Management Plan.

NOW THEREFORE, BE IT RESOLVED that Aitkin County officially adopts the 2019 MHB Comprehensive Management Plan through this resolution.

Commissioner xx moved for 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 9th day of July, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of July, 2019

Jessica Seibert
County Administrator

List of Major Comp Plan Changes

Name	Section	Action	Reason
Executive Summary		minor editing and changes to reflect current conditions.	
Table of Contents		Pages renumbered and PART III changed to Appendices. Many ordinances use this structure and MHB board agreed.	
Pg. 7	B. What does the MHB do?-Powers, 3rd para.	Minor changes to sentence structure for clarity. Deleted reference to Unified Site Plans because this is an understood statement and part of the process.	Counties use a process involving site plans and there is no need for duplication with a unified site plan created by the MHB.
Pg. 9	D. Where is the MHB Corridor- Jurisdiction last sentence	Zoning maps are deleted from this Comprehensive Plan and so language was changed to "zoning map link in appendix 3."	An interactive map is referenced rather than paper maps.
Pg. 9	E. Why is the MHB's Ongoing Work Important- common administration, 2nd para	used to say "enhances the Miss. River, corridor lakes and..." Changed to say "Miss. River, corridor Headwaters Lakes" for clarity.	Provides clarity that we are talking about the official Headwaters Lakes.
Pg. 10	F. How Does MHB Perform the task- Role of Local Governments- Mang. Tools, #6	specific grants and dollar amounts deleted.	Updated and provided general overview of funding rather than specific details of what grants and dollar amounts support the MHB.
Pg. 10	paragraph numbers 6 - 9	Moved number paragraphs 6-9 and pasted them to the front of plan. Deleted para about River Watch. Minor changes to #7.	putting the numbered paragraphs together helps with understanding and flow. RiverWatch data deleted because that program no longer exists.
Pg. 11	F. How Does MHB Perform the task- Role of Local Governments- Municipalities	deleted last sentence under Municipalities section- "Cities presently setting precedent for other municipalities include Palisade, Cass Lake, and Little Falls."	The MHB board felt that this is more historical and not necessarily current.
Pg. 12	F. How Does MHB Perform the task- Role of Local Governments- Townships	Added Frohn and Bemidji townships and GBAJPB (Northern Twp) to the list of townships and JPB that currently administer their own planning and zoning.	updated to reflect current townships that administer their own zoning.

List of Partners	List of Partners along with funding source deleted.	Deleted from this section of the Plan and added to Appendix 7.	
Pg. 14	Part II. Manag. Objectives.	Deleted vision statement paragraph.	Deleted because it is similar to the mission statement and could be confusing to the reader.
Pg. 14	Part II. A. Significance of protecting the Miss. River-	Added 2nd and 3rd para., and shortened the last para. Added- Minneapolis utilizes the Mississippi River as its sole water source and pumps approximately 21 billion gallons of water each year with 57 million gallons of drinking water each day.	Added paragraphs to emphasize the Miss. river is a healthy water contributor and provides habitat to many species. Data about Minn. Came from WTDS website. Shortened last paragraph for brevity.
Pg. 15	Part II.B. Values and implementation methods	Added sentence at the end	to reflect the Legacy amendment and other complementary plans.
Pg. 15-16	C.1-C.4 Scientific, Natural, Historical, Cultural, Recreational values	C.1-C.4 was modified to have a more dominant, statutory tone. Goals were updated. Added — "Work with local, county, and state partners to coordinate efforts to protect the member counties from invasive species." to C.4	Board members wanted it shortened, combined, summarized, and more "big picture" and discouraged a multitude of bullet points. Historic/Cultural values were combined.
Pg. 16	Administrative Directives	Deleted Administrative Directives from the Comp. Plan.	Board felt this could be placed into the MHB By-laws.
Pg. 17	Part III Modified	Renamed Part III to Appendix 1 Performance Standards	The model ordinance is reflected as Appendix 1 rather than part III. More of a formatting change.
Hub.- pg 19 Appendix 1, C.2		Action: Change section C.2 add "and meet the intent of Minn. Rules..." Delete last sentence which states "These regulations are hereby..."	Some counties have received variances from the DNR to be less restrictive than MR 6120 in their shoreland ordinances. Adopting MR 6120 by reference may thus conflict with county ordinances on items on which the comp plan is silent. Thus, suggest removing this reference as it is not needed and possibly causes problems
Pg. 19	C.2 Compliance	Compliance section added additional Septic, Wetland Conservation Act, and Shoreland Management statute numbers.	These take effect when dealing with shoreland rules.

Pg. 20	C.4 Severability and Plan Amendments	Deleted last sentence under plan amendments on an annual basis because this is a continuous process and ESD's bring up issues as they arise.	
Pg. 20	D.2	Revised and inserted link to new MHB interactive map. Added that paper maps would still be available in the MHB office.	The interactive map is more user friendly. Paper maps are still available at the MHB office.
Pg. 22	F.1 Standards	deleted "New Joint Powers Board"	This is a reference to the Greater Bemidji Area JPB and was relevant to the time it was written.
Pg. 22	F.3	"Existing legal" was added to non-conforming lots.	Lots are still legal if they were recorded on or before 7/1/1992. This helps to clarify.
P. 22	F.3 A Non-conforming lot definition updated	Updated and date of 7/1/1992 added and combined with b).	This helps with understanding what an existing legal non conforming lot is.
Pg. 23	F.3 B updated and date added.	combined b),d), and e) from 2002 Comp plan and combined them into one para.	Demonstrates that legal non conforming lots are being dealt with at the point of sale.
Pg. 23	D. Impervious surface performance standards	Added impervious surface performance standards to the plan.	This did not change state law of keeping impervious under 25%, it just added a process when impervious standards exceed 25%.
Pg. 23	F.3, D. #1	Change land service specialist to County zoning staff.	County- Not all counties have a title call "land service specialist."
Pg. 23	F.4 C.	Added last 2 sentences pertaining to the State Archeologist website and link.	Added "To check for cultural resources, use the state archeologist..." to provide a process to check for cultural resources
Pg. 24	F.6	Added "as determined by the MN DNR" to the first sentence to establish responsibility.	Establishes that this controls are established by the DNR, not counties.
Pg. 24	F.8 A.	added "and follow state building codes" to identify which codes apply.	Helps to clarify that construction requirements must follow state building codes.
Pg.25	Section G	Kept the USP the same but added "Local Zoning Authorities will utilize approved existing SPs and findings of fact to present to the MHB under the following guidelines."	This allows for our USP to be used as a guideline rather than potentially create a separate form for counties to fill out.

Pg. 28	Section H Land Use Table	Formatted slightly different than 2002 plan and added "These are the uses that the MHB regulates. Any other use shall be regulated by the shoreland ordinance in each individual county." Deleted "Land uses not listed as permitted or as a conditional use in this table are not permitted."	This helps clarify the section because this section was not intended to be a comprehensive list of <u>all</u> the land use activities that can occur in the Corridor.
Pg. 29-30	Section I.	Kept Public Waters Setback and Subsurface Sewage Treatment system. Updated private sewage treatment system name to Subsurface sewage treatment systems to reflect current language. Domestic water supply and Well Standards were deleted because it is redundant and covered by the Dept. of Health. Public sewage treatment systems was deleted because homes are required to be hooked up to one if available. Headwaters Alerts were deleted because they are extra and not normally seen in an ordinance.	
pg. 30. I.2		Action: change. Added or follow county ordinance" being that counties follow the SSTS rules."	helps point out county ordinance as an applicable rule.
Pg. 30	Section J	J.1 was kept with the addition of "proper stormwater management must be considered in compliance <u>with state law</u> in reviews, approvals, and permits." but J.2 Review Provisions was deleted because it is a repeat of state law .	J.2 is a repeat of state law.
Pg. 31	Section K.3	Changed title of Grading, filling, alterations in the beds of public waters to Grading, filling, and Alterations within the shoreland structure setback.	This is the correct title and what the section is talking about.
Pg. 32	Section L.1	Added first sentence "The Natural Resources Conservation Service (NRCS) performs voluntary conservation work." Changed "county SWCD" reference to "NRCS" to make it correct. Removed MPCA reference because it is an old standard.	

Pg. 32	Section L.2	Combined new and existing feedlots title into one standard and changed last sentence. New animal feedlots are defined by state rules and 7020 states that a new animal feedlot or manure storage structure must not be constructed within a floodplain or within 300 feet of a sinkhole. Changed county feedlot officer to MPCA because not all counties have a feedlot officer.	
Pg. 32-33	Section M	added link and language to first paragraph to bring it up to date. Removed second paragraph on vegetation management because it is a repeat of MN Forest Resource Council manual. Renumbered Plan requirements. M.2 deleted i-iv because they are required by the MFRC manual.	
Pg. 34	Section N	N.2 last paragraph was deleted (A transmission utility crossing...) because it is in state statute N.3 Satisfaction of Standards was deleted because the PUC covers this with essential services.	
Pg. 34-37	Section O	Deleted in O.2 the phrase "and certified by the MHB" in 2nd para because of redundancy. O.3 reformatted and according to outline design.	
Pg. 39-40	Section R	Accessory structure definition in the glossary was updated to a more user friendly definition. R.2 resorts C Unified Site Plan- left first sentence in for the USP and deleted the rest of the USP language because it is required to have in a plan anyway.	
Pg. 42	Section S	S.2- Docks. deleted middle sentence about proper permits being obtained from the Comm. of Natural Resources because this is a known process the zoning authorities follow.	
Pg. 43-44	Section T	T.2- reformatted paragraph to letters for easier reading. T.3 Kept first sentence of USP from the 2002 plan and deleted the rest. T.5- Added Conservation Development (CD) to the existing PUDs, CICs, and CHUs title, and added CD to T.5A,C,&3f.	Conservation development is similar to clustering homes together with a common view shed or has conservation Best Management Practices involved in the design. The MHB will allow for this type of practice.

Pg. 44-48	Section U	Section U.1&2- retained language of land ownership in U.1 and copy and pasted any land exchange sentences to U.2. Added "local counties should be the decision maker..." to U.2. Some sentences were reworded and restructured for flow but didn't change the meaning.	
Pg. 49	Section V.5	Changed the word hardship to practical difficulty and updated the definition to MN Statute 394.27, subd. 7	Practical difficulty is the term we use now rather than hardship.
	Glossary	updated Accessory Structure and Water Orientated Accessory structure definition	provided a better definition that gives examples so the reader can understand the definition better.

MISSISSIPPI HEADWATERS BOARD

COMPREHENSIVE PLAN

September 1, 2019

Mississippi Headwaters Board

Executive Summary

The Mississippi Headwaters River Corridor is located along the first 400 miles of the Mississippi River in North Central Minnesota. It is characterized by the presence of surface water, associated drainage basins and groundwater aquifers, a complex vegetative system and freshwater, and wetland and terrestrial wildlife habitat. These abundant resources are strongly influenced by human culture.

In 1980, eight counties (Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, and Morrison) signed a joint-powers agreement to uphold the Mississippi Headwater Board (MHB) Comprehensive Management Plan. In 1981, the legislature enabled this Comprehensive Plan with zoning authority through Minn. Stat. § 103F. 361-103.F. 377.

This Comprehensive Plan has been updated to comply with the provisions as referenced by statute and to address the annexation by municipalities, new technologies, and the increased needs of the region.

This Comprehensive Plan essentially maintains the same restrictions as the previous plans. Revisions have been subject to review meetings of committees appointed by the MHB Board.: The MHB endorsed goals to implement this Comprehensive Plan. They are to complement existing water protection efforts in the Mississippi River watershed; to provide a format for partnerships working together for the common good and toward common goals; to encourage stewardship in practices affecting water quality; and to provide opportunities for education to diverse peoples and increased information regarding the protection and enhancement of the five MHB values.

MHB's mission is to enhance and protect outstanding and unique natural, scientific, historical, recreational, and cultural values in the first 400 miles of the Mississippi River from its source at Lake Itasca in Clearwater County to the southerly boundary of Morrison County, Minnesota.

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Part I.

Administration and Authority

A. WHO is the Mississippi Headwaters Board (MHB)?

The **MHB** is an eight-county (Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, and Morrison) joint-powers board which was united in 1980 with the signing of the Joint-Powers Agreement (Appendix 5). In 1981, the Minnesota legislature duly authorized MHB to preserve and protect the outstanding and unique natural, scientific, historical, recreational, and cultural values of the first 400 miles of the Mississippi River. (See Minn. Stat. § 103F.361, Subd. (1) and (2); Minn. Stat. § 103F.361-377, Appendix 6.)

Organization and Structure

The members of the MHB consist of eight county commissioners, one from each county, and are governed by the MHB by-laws. The MHB Advisory Committee (MHAC) consists of members appointed by the counties, at large by the Board, and/or other entities such as cities or townships that have adopted or share the MHB values for the Mississippi River. MHAC members may also be from technical groups such as planning and zoning, forestry, land commissions, Minnesota Department of Natural Resources (MN DNR), MN Pollution Control Agency (MPCA), U.S. Army Corps of Engineers (USACE), and/or other agencies including tribal partners. Administration of the standards of the MHB lies chiefly with member counties. The functions of the MHB are governed by the by-laws. The MHB provides opportunities for member counties to review and comment on administration and enforcement of MHB ordinances at public meetings. The MHB relies on its Advisory Committee to review and advise on the administration and enforcement of its land use regulations.

Purpose

Minn. Stat. § 103F.367 states: “The Mississippi Headwaters Board established by the counties of Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison by agreement entered into on February 22, 1980, pursuant to Section 471.59 is established as a permanent board with authority to prepare, adopt, and implement a comprehensive landuse plan designed to protect and enhance the Mississippi River and related shoreland areas situated within the counties.” (See Minn. Stat. § 103F.361, Subd. (1)and (2); Minn. Stat. § 103F.361–377.)

B. WHAT does the MHB do?

The Mission

The MHB’s mission is to enhance and protect outstanding and unique natural, scientific, historical, recreational, and cultural values in the first 400 miles of the Mississippi River from its source at Lake Itasca in Clearwater County to the southerly boundary of Morrison County, Minnesota. (See Minn. Stat. § 103F.361–103F.377, the Joint-Powers agreement, and cooperation with other entities).

Powers

The Minnesota Legislature has empowered the counties to protect streams and lakes through regulation of land use above the Ordinary High Water Mark (OHWM). Some activities below the OHWM are permitted by other agencies, with review by MHB to promote consistent administration of standards. In the Mississippi Headwaters Corridor, the Comprehensive Plan represents the “common administration” (see Minn. Stat. § 103F.369, Subd. 3 of “minimum standards”; (Subd. 2) for protection of the river by the counties; Subd. 4 townships, and/or annexing municipality, or governmental unit adopting the standards; and Minn. Stat. § 103F.371.) Where this Comprehensive Plan is more restrictive than the Local Government Unit (LGU) standard, the MHB standards are the governing standard. More restrictive tribal or LGU standards take precedence over the MHB standards

Certification and Review Authority: MHB certifies or disapproves variances, plats, and the adoption or amendment of ordinances. Specifically, the MHB, as necessary, ensures that this Comprehensive Plan is not nullified by unjustified exceptions. MHB may review and provide comment and/or certification on land use actions prior to the local public hearings.

MHB provides administrative review and comments on conditional-use permit requests and forestry plans prior to the local public hearing. The MHB reviews this Comprehensive Plan as referenced throughout the statute as stated in Minn. Stat. § 103F.361–103F.377. MHB encourages and promotes consistent and effective protection of the scientific, natural, cultural, historic, and recreational values of the Mississippi River.

C. WHEN did the MHB go into effect?

MHB History

The MHB was established in 1980 as the result of a grass roots effort by the eight counties as an alternative to federal control of the Mississippi River Corridor. Had the Mississippi River been included in the National Wild and Scenic Rivers System (it remains eligible), the National Park Service would have been the administering agency with authority to condemn private lands and purchase those lands at a specific market value.

One of the most unique pieces of Minnesota legislative history—and one of the first joint zoning authorities in northern Minnesota—the MHB serves as a model for other Joint-Power boards. As it stands today, the Mississippi River is under the control of **locally elected officials**, with administration through county government. With zoning authority provided by the Minnesota State Legislature, the Joint-Powers agreement of the eight counties surrounding the River, the MHB implemented the 1981 Management Plan for the Upper Mississippi River. The Comprehensive Plan was updated in 1984, 1992, 2001, and 2019. A comprehensive history of the authority of the MHB from 1981 to 2000 is maintained in the MHB office or may be viewed on the website at <http://mississippiheadwaters.org>.

Requirements of the National Park Service

The National Park Service agreed in November 1980 to hold in abeyance its conceptual master plan for designation of the Mississippi Headwaters into the National Wild and Scenic River system. However, the federal government recommended that the MHB achieve the following goals to “head off potential problems in its plans for the river.”

1. The MHB should initiate and maintain cooperative agreements with the United States Forest Service (USFS), the State of Minnesota, and the Leech Lake Indian Reservation to address the concerns and management roles of the Board, its member counties and these agencies in implementation of this Comprehensive Plan. The Board may enter into cooperative agreements with such other entities as it may deem necessary for implementation of this Comprehensive Plan.”
2. The Mississippi Headwaters Management Plan should be established as the standard of the MHB and the eight member counties by the Minnesota Legislature.
3. The MHB should establish a flexible land acquisition program that would identify those vulnerable shorelands requiring more protection than zoning; provide an acquisition schedule that sets priority for the shorelands by their vulnerability and availability for sale; recognize that availability for sale may change over time and allow revision of acquisition priority; and explore the many avenues of willing acquisition for the landowner’s education including land exchange, donation, easements, etc.
4. The Mississippi Headwaters Management Plan should provide a strong and consistent zoning ordinance, including standards for conditional-use permits, for consistent management of land use rules, and equal treatment of landowners.
5. The MHB should address management of recreation activity including management of recreation between developed facilities; management of litter and trespass problems; responsibility in the event of incidents or accidents; and control of careless recreational activity.
6. The MHB should establish long-term secure funding for operations and achievement of management goals and objectives.

The **major points of difference** between the MHB’s 1980 Plan and the proposals for management of the Upper Mississippi by the National Park Service are that the MHB Plan:

1. Did not propose any new federal authority or role
2. Relied primarily on local zoning authority and use of existing public lands and authorities to protect the river rather than relying on significant new purchases of land or interests in land
3. Where some new purchases are recommended to provide new recreation sites or shoreland protection, it would be solely on a willing-seller basis—rather than the possible use of condemnation to acquire lands or interests in lands—under the terms and conditions prescribed in the National Wild and Scenic Rivers Act.
4. Recommended the continuance and enhancement of the full range of recreational pursuits

D. WHERE is the MHB Corridor?

Jurisdiction

The MHB jurisdiction applies to the unincorporated areas of the counties lying along the Mississippi River and Headwaters Lakes. The MHB Corridor consists of three designations as **Scenic River, Wild River** and nine Mississippi **Headwaters Lakes** through which the Mississippi River flows—Carr, Irving, Bemidji, Stump (impoundment), Wolf, Andrusia, Cass, Winnibigoshish, and Little Winnibigoshish. For viewing of Corridor boundaries see the Official Zoning Map link in Appendix 3.

Leech Lake Band of Ojibwe (LLBO)

MHB jurisdiction does not alter or expand the zoning jurisdiction of the counties within the boundaries of the Leech Lake Indian Reservation. This Comprehensive Plan and county ordinances adopted pursuant to Minn. Stat. § 103F.369, Subd. 4 apply only to the area within the zoning jurisdiction of the counties as provide by law in effect prior to May 30, 1981.

E. WHY is the MHB's Ongoing Work Important?

Common Administration

The counties are the fundamental unit of the Corridor protection for the MHB. The MHB unites the eight counties through a set of consistent standards and management objectives providing common administration through the first 400 miles of the longest river in North America. In so doing, people who live along the Corridor have access to local officials and are easily able to participate in the processes and voice concerns about the decisions that affect the Corridor, where they work, live, and recreate. Minnesotans have provided a unified voice for sustainable land uses in the MHB Corridor. Minnesota Senator Bob Lessard, author of the establishment statute, maintains that local people are the true environmentalists with their deep appreciation and understanding of the Corridor. “Local officials protect and enhance the Corridor better, cheaper, and with more first-hand knowledge than the federal government can.”

It has been shown throughout MHB history that the Corridor is effectively protected and enhanced for future generations by local levels of government that choose to unite in a joint-powers format and work toward common goals. MHB is built on the premise that local government provides this service more effectively and less expensively than higher levels of government. Primarily MHB protects and enhances the Mississippi River, the corridor Headwaters lakes, and associated aquifer water quality through land-use stewardship. Public health, safety, and welfare are protected through zoning authority for an expanding population of Minnesota in the Upper Mississippi River Basin.

F. HOW does the MHB Perform the Task?

Management Tools

1. Zoning authority to regulate land use was set forth in this Comprehensive Plan and established allowable uses and development. The Plan was written and approved by the MHB and adopted by the eight member counties and the 1981 Minnesota Legislature. The original statute also established the authority for the MHB to review and certify certain decisions of the counties. Increased pressure for development and modern technology has been the impetus behind Plan updates. A Corridor of generally 500 feet (Scenic River) or 1,000 feet (Wild River and Headwaters Lakes) on either side of the river or lake was established.
2. The Zoning Authority provides administration and enforcement of the land-use standards outlined in this Comprehensive Plan. The MHB has certification authority over specific county decisions as outlined in Minn. Stat. § 103F.361–377. The MHB provides review and comment on other land-use decisions (see Appendix 1, Section 5).
3. MHB coordinates and facilitates the management of the Corridor through administering the standards and Plan Objectives.
4. MHB provides education to stakeholders about the standards and the function of the board for monitoring and public health safety and welfare of the River.
5. The Cooperative Agreements set forth standards and guidelines for activities on lands associated with the Corridor. The goals and objectives of this Comprehensive Plan are achieved through cooperative agreements with the LLBO, the MN DNR, the USFS, the Chippewa National Forest, and the U.S. Army Corps of Engineers (USACE).
6. **Funding:** Initial cash funding for the MHB was provided in 1981 by the Legislative Commission on Minnesota Resources (LCMR) and the member counties. Many changes have occurred in funding over the years. Currently, the MHB receives a biennial appropriation from the Governor's budget, and each county contributes cash and in-kind funding. Various grants that protect the Mississippi River are also acquired to help supplement base funding.

The MHB is organized as a joint-powers board, pursuant to Minn. Stat. § 471.59. As such, the board is an agency of the government and is exempt from Internal Revenue tax requirements—to the extent the law allows. The MHB received a ruling from the State Attorney General's office in 1981 stating this conclusion.

The MHB records its financial activities in accordance with generally-accepted accounting standards. With the receipt of grant funds, separate accounts are established to record receipts and expenditures for those program activities. These accounts are established to ensure that funds are used only for eligible activities. Crow Wing County is the host county and serves as the fiscal agent. MHB is audited by the State Auditor on a biennial basis.

Fees: Local permit fees and inspection fees may be established by resolution of the county. Fees shall be collected by the zoning authority for deposit with the County Treasurer and credited to the appropriate fund.

7. An inventory of river resources developed and adopted by the MHB may be reviewed, revised, and presented to the Minnesota Legislature as needed. This inventory of the natural, cultural, historical, scientific, and recreational sites on the Mississippi Headwaters, is available in the MHB Guidebook, Mississippi Headwaters River Trails maps, and River Watch data. These also contain an assessment of the river's health, risks to the Corridor, and other information.
8. Land exchanges, conservation easements, and fee-title acquisitions are management policies that may be used to provide for the retention, addition, and improvement of lands along the river for fish and wildlife habitat and recreational use. Minn. Stat. § 103F.369, Subd. 2 states: "... state or county lands within the boundaries established in the Plan may not be offered for sale or public lease ..." This Comprehensive Plan calls for the consolidation of public ownership along the river through land exchanges and conservation connections. Administration of the management policies is through the counties, land commissioners, and the MHB. Procedures are established in this Comprehensive Plan for the State of Minnesota to notify and advise compliance of governmental activities in the Corridor with the Mississippi Headwaters "Comprehensive Land Use Plan." (See Minn. Stat. § 103F.365, Subd. 4.)
9. MHB policies are approved or rescinded by the board. Policies may provide direction to staff in administrative decision-making and general office operations. Policies may simply reflect the best available information or technology of the day. Policies are available upon request from the MHB office.

The Role of Local Government Units (LGUs)

Counties

The eight member counties comprise the MHB. Each County appoints an elected County Commissioner to the MHB. Each county is represented by its duly elected Commissioner and appointed Advisory Committee members. The adoption and enforcement of this Comprehensive Plan is carried out through the individual counties. "The counties shall adopt land use ordinances consistent with the Plan" according to Minn. Stat. § 103F.369, Subd. 4.

Municipalities

Incorporated cities were not included in the original MHB Plan or jurisdiction. When cities annex lands within the MHB Corridor, they must adopt the MHB standards for the annexed lands. Minn. Stat. § 103F.375, Subd. 1. (1) and (2) requires a moratorium on all platting, building permits, construction, grading and filling, and vegetative cutting until land use regulations that are at least as stringent as the MHB standards are adopted by the annexing government unit which "comply with the provisions of [the] plan." The resulting regulations shall be certified for consistency with this Comprehensive Plan. Upon adoption of the MHB standards, and MHB certification of the applicable rules under the process outlined in Minn. Stat. § 103F.373, Subd. 1, 2, and 3, the moratorium may be lifted.

Townships

A limited number of townships along the Corridor administer their own zoning ordinances according to Minn. Stat. § 394.33. Subd. 1. Townships that have adopted the MHB standards in their ordinances include Greater Bemidji Area Joint Planning Board (Northern Township), Ten Lake Township, Frohn, and Bemidji of Beltrami County. The county is required to comply with the MHB Comprehensive Plan. Since they are part of and within the counties, townships must, in accordance with Minn. Rules 6120.3900, adopt shoreland management controls consistent with county controls and therefore MHB standards. Townships must cover the full range of shoreland management provisions that are covered by the county controls.

All local and special units, councils, commissions, boards and districts, and all state agencies and departments must exercise their powers so as to further the purposes of Minn. Stat. § 103F.361–103F.377. Land owned by the state, its agencies, and political subdivisions shall be administered in accordance with this Comprehensive Plan. (See Minn. Stat. § 103F.371.)

Part II.

Management Objectives

MANAGEMENT OBJECTIVES

The MHB is statutorily mandated to protect the Mississippi River and does so by providing context and coordinating partners to carry out this Comprehensive Plan. The MHB endorsed goals to implement this Comprehensive Plan. They are to complement existing water protection efforts in the Mississippi River watershed; provide a format for partnerships working together for the common good and toward common goals; encourage stewardship in practices affecting water quality; provide opportunities for education to diverse peoples; and increased information regarding the protection and enhancement of the five MHB values. See mission statement on page 5.

A. Significance of Protecting the Mississippi River

The significance of hydrogeological interchange between ground water and surface water has been recognized by the Environmental Protection Agency (EPA) and the Minnesota Department of Health (MDH) in the Source Water Protection (SWP) Program. More information is needed to adequately address how one influences the other. The significance of this interchange is that wellhead protection, which is primarily a ground water source, and surface water are part of the same system in a watershed. The result is that the welfare of the Upper Mississippi Watershed has the potential to influence rural and urban public health in public and domestic wells. Communities along the Mississippi River Corridor including down-gradient urban drinking water sources in St. Cloud, Minneapolis, and St. Paul are dependent on the quality of water maintained in the Headwaters area for their drinking water. These cities are major population centers for the state of Minnesota. Minneapolis utilizes the Mississippi River as its sole water source and pumps approximately 21 billion gallons of water each year with 57 million gallons of drinking water each day. As a result, the significance of protecting and enhancing the upper Mississippi River impacts the health and safety of more than 1.2 million of the State's population.

The upper corridor of the Mississippi River is a contributor of healthy water to impaired waters (Lake Pepin) in the lower parts of the state. By providing healthy water to the larger river system, it helps with regulatory, economic, and environmental sustainability of the Mississippi River system as a whole. Other significant factors that acknowledge the protection of the Mississippi River are relevant as well.

A quantifiable loss of habitat in western Minnesota and the Dakotas due to loss of Conservation Reserve Program enrollment and changing weather patterns has caused the drying up of existing wetlands. This will cause the Mississippi flyway to take on a more important role for habitat. The Mississippi flyway is the longest migration route of any in the western hemisphere, and is well timbered and watered to afford ideal conditions to support migrating birds. The Mississippi Headwaters supports more than 350 species of animals, mammals, and birds and is an important national treasure which supports threatened and endangered species like the Blanding's turtle, gray wolf, red-shoulder hawk, and the northern long-eared bat.

One of the goals of this Comprehensive plan is to support the eight MHB counties' local water planning efforts by achieving adoption of the minimum standards by each county.

The contents of this section of this Comprehensive Plan are the result of input from numerous public meetings (local and regional).

B. Values and Implementation Methods

Each of these implementation methods are intended to fulfill one or more of the five values in MHB's mission statement and/or statutory authority. Values and implementation methods are not limited to those listed and are not in a prioritized order. The interactive and interdependent nature of the values becomes apparent as the Mission is implemented through various projects. The Clean Water Land and Legacy Constitutional Amendment of 2008 along with other plans like the Watershed Restoration and Protection Strategy, Large River Restoration and Protection Strategy, North Central Landscape Plan, and local county water plans and One Watershed One Plan to help complement and aid the MHB Comprehensive Plan.

C.1. To Protect and Enhance Scientific Values

Goal: Organize agencies and organizations to promote protection of the Mississippi River regarding water monitoring and scientific data accumulation and modeling.

The MHB will:

- use data to identify and prioritize water quality issues pertaining to stormwater, groundwater, and source water protection;
- promote the use of best available technologies and develop processes to ensure that data is incorporated into state and county planning efforts.

C.2. To Protect and Enhance Natural Values

Goal: To preserve and protect the habitat and water quality of the Mississippi River and watersheds that drain into it by coordinating partnerships that meet the goals of the MHB.

The MHB will:

- form partnerships to promote the leadership of the MHB while leveraging resources to protect the river;
- protect and restore parcels along the Corridor and catchments to enhance the habitat and water quality of the catchment in cooperation with government and non-profit agencies;
- work with federal, state, and local agencies to ensure consistent communication between multi-jurisdictional entities;
- continue regional planning and implementation of stormwater protection practices with cities to help preserve the Mississippi River and continue developing regional and statewide awareness and education efforts about aquatic invasive species;
- maintain and enforce the Plan and minimum zoning standards to promote consistent performance-based zoning; mitigate impervious lot expansion through BMPs and plans; and maintain public land ownership in the Corridor.

C.3. To Protect and Enhance Historic/Cultural Values

Goal: Create partnerships and strategies with organizations to develop, protect, promote, store,

display, and increase awareness about the Mississippi River's valuable history and cultural areas.

The MHB will:

- utilize its website and the best available technologies to collect, store, and disseminate historical and cultural information;
- coordinate partners and tribes to gain and disseminate information of culturally significant areas and encourage the preservation of historic maps, photographs, and documents.

C.4. To Protect and Enhance Recreational Values

Goal: Facilitate and maintain new and existing partnerships with stakeholders to promote, develop, and protect the recreational opportunities that complement the Mississippi River.

The MHB will:

- work with local, county, and state partners to coordinate efforts and improvements to the Great River Road and the Mississippi River Trail to help people experience the river in a meaningful way;
- help coordinate multi-purpose water and recreational trail plans to encourage planning and implementation consistency at a regional level.
- work with local, county, and state partners to coordinate efforts to protect the member counties from invasive species.

Appendix 1.

Performance Standards

Section A — Introduction

The Minnesota Legislature has empowered the MHB to protect the Mississippi Headwaters Corridor through regulation of land use above the OHWM. Some activities on the shoreland are permitted by the MN DNR and other agencies with review by the MHB to promote consistent administration of minimum standards. In the Mississippi Headwaters Corridor, this Comprehensive Plan represents the “common administration” (Minn. Stat. § 103F.369, Subd. 3) of “minimum standards” (Subd. 2) for protection of the river by the counties, (Subd. 4) townships, and/or annexing municipality, or governmental unit adopting the standards. (See Minn. Stat. § 103F.371.)

Section B - Definitions, Abbreviations, and Acronyms

Unless specifically defined below, words or phrases used in this Comprehensive Plan shall be interpreted so as to give the words the same meaning as they have in common usage and so as to give this Comprehensive Plan its most reasonable application in light of the general regulatory scheme of this Comprehensive Plan. For the purposes of this Comprehensive Plan, the words "must", "shall", and "will" are mandatory and are not permissive. All distances, unless otherwise specified, shall be measured horizontally.

For the purpose of this Comprehensive Plan, certain words and terms are herein defined as in the Glossary located at the end of this document.

Section C - General Provisions

C.1. Jurisdiction

- a. **Jurisdictional Area.** The jurisdiction of this Comprehensive Plan shall include all lands, islands and waters in the Mississippi Corridor within the jurisdiction of the Counties.
- b. **Municipalities.** Municipalities lying within the area of the Mississippi Headwaters Corridor are encouraged to bring the land within their respective incorporated limits under the jurisdiction of the official controls of the MHB, or, at a minimum shall develop consistent and appropriate standards to achieve the intent and purpose of this Comprehensive Plan.
- c. **Annexed Unincorporated Areas.** When land within the Corridor is annexed, incorporated or in any other way transferred to another jurisdiction, a moratorium shall exist on all subdivision platting, building permits, construction, grading and filling, and vegetative cutting until the newly responsible unit of government adopts zoning controls and standards for that land. The zoning controls and standards shall be consistent with the provisions of this Comprehensive Plan that applied to the land before the annexation. This provision does not apply to work for which lawful permits were previously issued. Pertinent local ordinances shall provide that these permits shall expire after one year if no work has begun on the permitted project. The Zoning Authority may allow an extension of the permit for

up to 12 months.

- d. **Leech Lake Band of Ojibwe (LLBO).** The LLBO has jurisdiction over those lands governed by tribal trust within the Corridor. By agreement with the MHB, the LLBO will work to uphold the values and standards of the MHB Plan.

C.2. Compliance

The use of the Mississippi River shorelands—the size and shape of the lot; the type, dimensions, and location of structures on the lot; the installation and maintenance of water supply and waste treatment facilities; the filling, grading, lagooning, or dredging of any Mississippi River shoreland area; the cutting of shoreland vegetation; and the subdivision of lots—shall all be in full compliance with the terms of this Comprehensive Plan and meet the intent of Minn. Rules 7080, 7081, 7082, 7083 (septics) as promulgated by the MPCA and Minn. Rules 4720, promulgated by the MDH, 8420 Wetland Conservation Act, and 6120 Shoreland Management Act.

C.3. Abrogation and Greater Restrictions

- a. **Supersedes Other Ordinances.** The Standards of this Comprehensive Plan supersede all provisions that are less restrictive of any other zoning ordinances that apply to the Mississippi Headwaters Corridor.
- b. **More Restrictive Ordinances Allowed.** This Comprehensive Plan does not prohibit the County, LLBO, or local governments from adopting or continuing in force, by ordinance, regulations of the Mississippi River or Headwaters Lakes and their adjacent lands and islands, which are more restrictive than those required by this Comprehensive Plan.
- c. **Deed and Zoning Provisions.** It is not otherwise intended, nor shall it be construed by this Comprehensive Plan, to repeal, abrogate or impair any existing deed restrictions, covenants, or ordinances thereof other than zoning to the extent specified in the above paragraph titled “Supersedes Other Ordinances”.
- d. **Supplemental Provisions.** The County, LLBO, or local governments may adopt additional specific permit procedures or donations or other requirements for compliance so long as they are at least as restrictive, or great, than those required by this Comprehensive Plan.

C.4. Severability and Plan Amendments

The provisions of this Comprehensive Plan shall be severable, and the invalidity of any section, subsection, paragraph, subparagraph, sub-division, or any other part thereof shall not make void any section, subsection, paragraph, subparagraph, subdivision, or any other part. If any court of competent jurisdiction shall adjudge invalid any provision of this Comprehensive Plan or the application of this Comprehensive Plan to a particular property, building, or other structure, the judgment shall not affect any other provision of this Comprehensive Plan or any other property, building, or structure not specifically included in the judgment.

Amendments to this Comprehensive Plan may be made in compliance with Minn. Stat. § 103F.369, (Subd. 2), “in any way that does not reduce minimum standards set forth in the Plan.”

Section D — Mississippi Headwaters Corridor

D.1. General Considerations

General considerations and criteria used in establishment of the classifications and delineation of the Mississippi Headwaters Corridor are: preservation of natural areas; present ownership and development of shoreland areas; shoreland soil types and characteristics; topographic characteristics; vegetative cover; water quality; recreational use of surface water; road, utility, and service center accessibility; necessity to preserve and protect natural, cultural, scientific, historic, and recreational values of the shorelands.

D.2. Corridor Defined by Map

In order to protect and manage the Mississippi River and its shoreland, the Headwaters Corridor has been classified as Wild River, Scenic River, or Headwaters Lakes. The boundaries of the Corridor, as represented in the MHB Interactive map, are defined as:

Wild River	1000 feet from OHWM
Scenic River	500 feet from OHWM
Headwaters Lakes	1000 feet from OHWM

This revised MHB interactive map is hereby designated as the Official County Zoning Map upon adoption of this Comprehensive Plan by the counties. To view this map on our Home Page, click on Regulatory Management/Comprehensive Management Plan/Go to Interactive Map:

<http://www.mississippiheadwaters.org/comprehensiveManagementPlan.asp>.

Confirmation of the exact location of the Corridor and its boundaries shall be made by the Zoning Authority. Paper maps are available in the MHB office for those without the use of internet access.

Section E — Zoning Classifications

E.1. River Classifications

- A. **Wild.** The classification of "Wild" designates those areas of the river Corridor that are generally inaccessible, except by trail, and which include unique and significant natural, cultural, historic, scientific, and recreational values, and are generally considered remote. These areas represent the region's appearance before organized European settlement.
- B. **Scenic.** The classification "Scenic" designates those areas of the river Corridor with

relatively undeveloped shorelines, with important natural, cultural, historic, scientific, and recreational resources. There is limited access to the river and other shorelines.

- C. **Description.** The following table classifies the Corridor by river segment. RM is the abbreviation for River Mile with Lake Itasca as the beginning point.

<u>River Segment</u>	<u>Classification</u>
Lake Itasca to RM 47	Wild
RM 47 to RM 90	Scenic
RM 90 to RM 146	Wild
RM 146 to RM 400	Scenic

The MHB Interactive Map helps to define the “Wild” and “Scenic” designation of the Mississippi River and Headwater lakes.

- D. **Areas Excluded.** These classifications do not include incorporated areas or Headwaters Lakes. Incorporated areas are subject to zoning restrictions set by the local government unit, other county ordinances, and state and/or federal regulations.

E.2. Lake Classification

Headwaters Lakes

Headwaters Lakes are comprised of the lakes: Carr, Irving, Bemidji, Stump (impoundment), Wolf, Andrusia, Cass, Winnibigoshish, and Little Winnibigoshish.

E.3. Areas Excluded

These classifications do not include incorporated areas or areas governed directly by the LLBO. Incorporated, non-annexed areas are subject to zoning restrictions set by the LGU, other county ordinances, and state and/or federal regulations.

Section F — Construction or Structure Standards

F.1. Standards

The following table establishes the minimum standards for lot size, lot width, structure and ISTS setback, shore impact zone, and structure height for each zoning classification.

The following standards apply to the Corridor:

Classification	Minimum Lot Size	Structure Setback from OHWM	ISTS Setback from OHWM	Lot Width at OHWM and at Building Line	Shore Impact Zone	Structure Height
River Wild	10 acres	200 feet	150 feet	330 feet	100 feet	18 feet
River Scenic	5 acres	150 feet	125 feet	330 feet	75 feet	35 feet
Headwaters Lakes: General Development*	30,000 square feet	100 feet	75 feet	100 feet	50 feet	35 feet
Headwaters Lakes: Recreational Development*	40,000 square feet	100 feet	75 feet	150 feet	50 feet	35 feet
Headwaters Lakes: Natural Environment*	80,000 square feet	150 feet	150 feet	200 feet	75 feet	35 feet

* Unsewered / single dwelling (see Minn. Rules 6120-3300).

** General Development (GD) Lakes, Minn. Rules 6120-3300 reduced lot area for only non-riparian lots serviced by Public Service Districts.

The MHB recognizes that other local government, state, or federal regulations may be more restrictive than the above standards in certain areas or situations. The more restrictive regulations take precedence.

F.2. Agricultural Building Height Exemption

Buildings used for agricultural purposes are exempt from maximum structure height restrictions.

F.3. Existing Legal Non-conforming Lots

EXISTING LEGAL NON-CONFORMING LOTS OF RECORD

A. A non-conforming lot that was either of record in the office of the County Recorder prior to July 1, 1992, or was of record on or after July 1, 1992 but before the effective date of this ordinance and complied with standards in effect at the time it was recorded in the office of the County Recorder, shall remain a legal non-conforming lot and shall be allowed as a residential building site without a variance provided that:

1. All structure and septic system setbacks can be met, and;
2. A Type 1 sewage treatment system consistent with Minn. Rules 7080 can be installed or the lot is connected to a public sewer, and;

3. The impervious surface coverage does not exceed 25% of the lot.
- B. If an individual lot in a group of two or more contiguous lots in the Corridor are under the same ownership and were of record in the office of the County Recorder prior to July 1, 1992, and does not meet the requirements of this Ordinance for lot size and/or width, the lot must **not** be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with one or more of the contiguous lots so that together, they equal one or more parcels of land that will meet the current requirements of this Ordinance.
 - C. Pursuant to Minn. Stat. § 394.36, Subd. 5, contiguous lots under the same ownership are exempt from this section of this Comprehensive Plan and may be considered as separate parcels for the purposes of sale, transfer, or development if each individual lot meets all of the following requirements:
 1. The lot meets at least 66 percent of the dimensional standards for lot width and lot size for the land use district within which it lies; and,
 2. The lot must be connected to a public sewer, if available, or must be suitable for the installation of a type 1 subsurface sewage treatment system meeting the standards consistent with Minn. Rules 7080 and local government controls; and,
 3. Impervious surface coverage must not exceed 25 percent of each lot; and
 4. Development of the lot must be consistent with an adopted comprehensive plan.

D. IMPERVIOUS SURFACE PERFORMANCE STANDARDS

Shoreland District—Shoreland Protection Zone

Impervious surface coverage shall not exceed 25% without a variance. Each plan or practice shall follow county ordinances for design or process.

On lots with total impervious surface coverage that exceeds 25%, a stormwater management plan shall be prepared by either the county, the applicant, or their designated agent, and meet approval of county zoning staff.

F.4. Significant Cultural Sites

A. General Provisions

No structure may be placed on an identified cultural site in a manner that affects the values of the site unless adequate information about the site has been recovered and documented by the Minnesota State Historical Society (MHS).

B. Un-platted Cemeteries

No structure shall be placed nearer than 50 feet from the boundary of an un-platted cemetery or of a significant cultural site protected by the MHS.

C. Notification and Review for Presence of Cultural Sites.

All zoning actions submitted to Mississippi Headwaters Board for review and certification must be evaluated for the presence of cultural sites. Notice will be made to the MHB regarding pending development, subdivisions or plats. The information

will be used to address the cultural aspect of the certification process by the MHB. A development plan and training for site workers to identify previously unidentified cultural indicators may be recommended. To check for cultural resources, use the State Archeologist website at <https://osa.gisdata.mn.gov/OSAPortal> to evaluate for the presence of cultural resources if a disturbance of soil will occur. If cultural resources are noted in that section, a call to the State Historic Preservation Office will be made to determine location of cultural resource and if action will disturb site.

F.5. Bluff Impact Zone

Structures and accessory facilities, except stairways, lifts, and landings, must not be placed within bluff impact zones.

F.6. High Water Elevations

Where state-approved local flood-plain management controls exist, structures must be placed at an elevation consistent with the controls as determined by the MN DNR. Where these controls do not exist, the lowest floor, including basement, shall not be placed at an elevation lower than three feet above the OHWM.

In order to preserve floodplain areas, applicants should be advised that according to flood plain maps, the site in question may be within the 100- or 500-year flood plain. Where flood elevations have not been delineated, this statement is to serve as a notice from MHB of suitability to the applicant to consider susceptibility of flooding and the resulting limitations for development which may be harmful to health, safety, welfare, or economic values of future residents of the proposed development. The natural state of each lot or subdivision should be suitable for a proposed use with only minimal alteration. For suitability analysis, see Section T.

F.7. Steep Slopes

Before issuing a permit for construction of sewage treatment system (SSTS), roads, driveways, structures, and/or other improvements on steep slopes, the slope must be evaluated for possible soil erosion impacts and development visibility from public waters. If necessary, the permitting authority must impose conditions to prevent erosion and preserve existing vegetative screening of structures assuming summer, leaf-on vegetation. No excavation may be made between the building line and the water.

F.8. Stairways, Lifts, and Landings

A. Construction Requirements.

Stairways, lifts, and landings may be either constructed above the ground on posts or pilings, or placed into the ground, provided they are designed and built in a manner that ensures control of soil erosion and follow state building codes.

B. Visibility Minimized

Stairways, lifts, and landings must be located to minimize visibility from the public water, assuming summer, leaf-on conditions.

C. Handicap Accesses

Facilities to provide access to shore areas for physically handicapped persons are allowed, provided the dimensional and performance standards are met.

F.9. Decks

Decks not meeting the minimum structure setback requirements may be added to structures existing on July 1, 1981, provided the following criteria are met:

- A. The deck encroachment toward the ordinary high-water mark does not exceed 15 percent of the existing shoreline setback from the ordinary high-water level or does not encroach closer than 30 feet, whichever is more restrictive; and
- B. The deck is not roofed or screened.

Section G — Unified Site Plan

Local Zoning Authorities will utilize approved existing Site Plans and findings of fact to present to the MHB under the following guidelines.

G.1. Purpose

A Unified Site Plan (USP) shall be prepared for all variance applications, plats, and rezoning of particular tracts. The Zoning Authority may, at its discretion, require a USP for other permitted activities. The USP must be approved by the Zoning Authority or its designee. MHB will review and provide comment on the USP to the Zoning Authority.

The MHB recognizes the ability of the Zoning Authority to prudently and properly issue permits for the construction of structures, individual sewage treatment systems, and other lot improvements.

G.2. Standards

The standards of the Unified Site Plan are:

1. Retain or recreate original hydrologic conditions by minimizing use of pavements and impervious surfaces and retaining original runoff volume and velocities.
2. Confine development and construction activities to the least critical areas by avoiding critical areas such as long, steep slopes, erodible soils, and fragile vegetation.
3. Fit development to terrain.
4. Preserve and utilize the natural drainage system.
5. Establish and/or maintain at least a 10-foot vegetative buffer zone at the water's edge.
6. Utilize natural vegetation landscaping.
7. The applicant shall provide evidence of compliance with all Federal, State and local permits or requirements specifically: the Clean Water Act, Phase II permit for stormwater management, ISTS, and other applicable requirements.

G.3. Unified Site Plan Criteria

The Unified Site Plan must include the following information:

- Date of submittal
- Property owner's name, address, phone number, parcel ID number
- Legal description of property – lot and block, certificate of survey, county, township range, section, and subsection
- Description of proposed construction
- Existing vegetative cover
- Existing and proposed shoreline buffer strips
- Soil Type
- Structure setback from OHWM
- Septic system setback from OHWM
- Amount of excavation within shore impact zone and outside the impact zone
- Percent of slope at building line
- Significant topographic features that affect the project
- Drainage patterns and vegetative buffers
- Type of vegetation that will be removed or changed for construction purposes or landscaping plans
- Percent of impervious surfaces such as roofs, sidewalks, driveways, parking areas
- Erosion control measures during construction
- Erosion control measures after construction
- Material adverse effect (if required)
- Suitability analysis (if required)

The USP must include a scaled site drawing and photo showing existing vegetative cover, slope and topography, property lines, rights-of-way, easements, location of existing buildings and structures, areas for the proposed project, and the areas of soil disturbance. Related site plans, such as ISTS Plans, may fulfill some requirements of the USP.

G.4. Material Adverse Effect and Suitability Analysis

Based on the information provided in the USP and related site plan(s), the Zoning Authority shall determine whether the proposed use will result in a Material Adverse Effect (MAE) or be unsuitable for the property. This determination shall be considered in the MHB's review or certification of the land use request. The level of MAE and Suitability is based on a demonstration and information provided by the applicant. A demonstration by the applicant will show suitability of a site for the proposed use based on the criteria listed in the USP. The demonstration/information provided to the Zoning Authority to determine the level of material adverse effect may include BMPs, which may minimize material adverse effect to the Corridor.

Section H — Uses Within the Corridor

H.1. Purpose

The purpose of regulating land uses within the Corridor is to maintain the existing

environmental quality of the Mississippi River, the Headwaters Lakes and their shoreland, and to prohibit new uses which are incompatible with the intent of this Comprehensive Plan. These land-use controls will thus protect the economic and environmental values of the Corridor and promote sustainable growth and development.

H.2. Permitted Uses, Conditional Uses, and Non-permitted Uses

All of the following land uses are subject to the provisions depicted by the SP and the Stormwater Management sections of this Comprehensive Plan. Other sections may also apply to specific uses. Local, state, and federal regulations may also apply to specific land uses.

Land uses on Headwaters Lakes shall be governed by the individual county shoreland ordinances. However, the provision of this Comprehensive Plan may contain terms which impose limitations on land use on Headwaters Lakes. These use limitations shall apply to lands on Headwaters Lakes in addition to those of the individual county shoreland ordinances.

CORRIDOR LAND USE TABLE FOR RIVER CLASSIFICATIONS

KEY: P — the land use is permitted (may be subject to local controls)
 C — a conditional-use permit is required (or other use permits used by local counties)
 N — the land use is not permitted.

These are the uses that the MHB regulates. Any other use shall be regulated by the shoreland ordinance in each individual county.

<u>LAND USE</u>	<u>AS IDENTIFIED IN</u>	<u>CLASSIFICATIONS</u>	
		<u>RIVER WILD</u>	<u>RIVER SCENIC</u>
Agricultural Uses	(Section L)	P	P
Bed and Breakfast	(Section R)	C	C
Boat Access, Public	(Section U)	C	C
Boat Access, Private	(Section S)	N	N
Campground, Open Space, Recreation	(Section R)	C	C
Cemetery	(Section Q)	N	C
Communication Towers	(Section N)	N	N
Decks	(Section F)	P	P
Essential Services	(Section N)	P	P
Forestry	(Section M)	P	P
Grading and Filling	(Section K)	C	C
Manufactured Homes	(Section H)	P	P
Planned Unit Developments (new)	(Section T)	N	C
Planned Unit Developments (modify existing)	(Section T)	C	C
Private Roads and Unpaved Public Roads	(Section O)	C	C
Public Lands Management	(Section U)	P	P
Public Roads (see also Grading and Filling)	(Section O)	P	P
Public Recreational Trails/Non-Motorized	(Section O & U)	C	C
Public Recreational Trails/Motorized		N	C
Resort	(Section R)	C	C
Resort Conversions	(Section R)	C	C
Sand, Gravel, and Borrow Pits	(Section P)	N	C
Signs Necessary for Public Health, Safety, Recreational Use, and Identification	(Section S & U)	P	P
Signs Visible from Off-Shore	(Section S)	N	N
Single Family Dwelling	(Section H)	P	P
Stairways, Lifts, and Landings	(Section F)	P	P
Travel Trailers and Campers	(Section H)	C	C
Underground Mining	(Section P)	N	N
Utility Transmission, Gas, and Power Lines	(Section N)	P	P
Water Oriented Accessory Structures	(Section H)	N	N
Wetlands Establishment or Restoration	(Section K)	P	P
Wildlife and Fish Habitat Improvement	(Section K)	P	P

H.3. Manufactured Homes

Manufactured homes shall be subject to the following conditions:

1. All County minimum dimensional standards and sanitary provisions shall apply to single family residential structures and uses.
2. Dwellings shall have their wheels and running gear removed and shall be placed on a permanent foundation.
3. Dwellings shall be at least 35 feet in length.
4. All other conditions that may be required by the County zoning ordinance or subdivision regulations.

H.4. Travel Trailers or Campers

Travel trailers or campers shall:

1. Be subject to all minimum dimensional standards and sanitary provisions of this Comprehensive Plan that apply to single family residential structures and uses.
2. Not be used for the purpose of permanent occupancy.
3. Be subject to all additional conditions that may be required by the County zoning ordinance or subdivision regulations.

H.5. Water-Oriented Accessory Structures

Water-Oriented Accessory Structures (WOAS) may be permitted on the headwaters lakes (not on the river) with the following restrictions:

1. WOAS shall not include boathouses.
2. WOAS shall be placed outside the Shore Impact Zone.
3. WOAS shall be placed outside of a bluff or steep slopes.
4. WOAS shall be allowed only on lakes and if allowed by local zoning ordinances.
5. WOAS size limit: 144 square feet surface/ground footprint with a 12½ foot maximum height at the peak of the roof.
6. WOAS shall be at least 3 feet above groundwater and/or the OHWM.
7. WOAS shall have no water or sewer.
8. WOAS are limited to one structure per property.
9. WOAS shall be located outside of the flood plain. With regard to the appearance of the WOAS, they shall be made as compatible as practicable with the natural areas as design limitations allow with regard to materials used and color.

Section I — Water and Sanitary Provisions

I.1. Public Waters Setback

The standards for ISTS setback from public waters, in Appendix I Section F of this Comprehensive Plan, supersede the standards of state and local rules—unless the local

rules are more restrictive than the standards of this Comprehensive Plan.

I.2. Subsurface Sewage Treatment Systems

All private sewage treatment systems must meet or exceed applicable rules of the MDH and the MPCA or follow county ordinance. Specifically Minn. Rules 7080–7083 for subsurface sewage treatment systems (SSTS).

Section J — Storm-water Management

J.1. Consideration

Proper storm-water management must be considered in compliance with state laws in reviews, approvals, and permits related to this Comprehensive Plan. It is recommended that best management practices and a storm-water management plan be considered.

Section K — Shoreland Alteration

K.1. Purpose

Alterations of vegetation and topography will be regulated to prevent erosion to public waters, fix nutrients, preserve shoreland aesthetics, preserve historic values, prevent bank slumping, preserve the Corridor for movement of wildlife, protect fish and wildlife habitat, conserve cultural resources, and to preserve the scenic and aesthetic character of the shoreland. These best management practices for shoreland alterations will protect the water quality of the River and will therefore sustain the economic values in the Corridor.

The regulations for shoreland alterations set forth in this Comprehensive Plan, Minn. Rules 6120, or any county shoreland regulations which are more restrictive shall apply.

K.2. Vegetation Management Provisions

Vegetation alteration in the Corridor is allowed with the following provisions. Vegetation alteration shall be addressed in a USP if more than 15% of the existing vegetative cover is removed.

- a. **Exemptions.** Forestry uses, agricultural uses, and the construction of roads and rights-of-way regulated by county road building standards are exempt from the MHB vegetation alteration standards in b and c below.
- b. **Limited Vegetation Clearing.** In the Corridor and/or areas with bluff impact zones and/or areas of steep slopes, limited removal of trees and shrubs and cutting, pruning and trimming of trees is allowed to provide a view to the water from the principal dwelling site and to accommodate the placement of stairways and landings and access paths, provided that:

- i. Removal does not exceed 25% of the existing vegetation, and erosion and sedimentation are minimized.
 - ii. The vegetative screening of structures, vehicles or other facilities is maintained.
 - iii. The vegetative shading of water surfaces is maintained; and
 - iv. The above provisions are not applicable to the removal of trees, limbs, or branches that are dead, diseased, or pose safety hazards.
- c. **Intensive Vegetation Clearing.** Intensive vegetation clearing within the setback and bluff impact zones and/or areas of steep slopes is not allowed. Intensive vegetation removal outside the setback, and not involving a bluff impact zone or steep slopes, for forestland conversion to another use is allowed as a conditional use. This conditional use shall require a Unified Site Plan showing mitigation plans for the control of negative impacts.

K.3. Grading, Filling, and Alterations within the shoreland structure setback

A. Permit Required

The Zoning Authority shall allow a one-time permit for anything over 10 cubic yards of fill material within the structure setback. Any additional grading or filling work done within the Corridor shall require a conditional-use permit and shall comply with the BMPs listed below.

Grading and filling of the natural topography that is accessory to a permitted or conditional use shall be performed in a manner which minimizes earth moving, erosion, storm water run-off, tree clearing, and the destruction of natural amenities. A Site Plan (SP) may address these practices and shall be approved by the Zoning Authority.

A grading or filling permit may be issued only if the following Standards and BMPs are met:

B. Standards

Grading and filling of the natural topography shall also meet the following methods and practices:

1. The smallest amount of bare ground is exposed for as short a time as feasible.
2. Temporary ground cover (such as mulch) is used and permanent ground cover (such as sod) is planted.
3. Methods to prevent erosion and to trap sediment are employed.
4. Fill is stabilized to accepted and professionally-recognized standards.
5. Fill or excavated material is not placed in a manner that creates an unstable slope.

C. Steep Slopes

Plans to place fill or excavated material on steep slopes shall be reviewed by a qualified professional, such as the SWCD or a licensed engineer, for continued slope stability and in no case may create finished slopes of 30 percent or greater.

1. Fill or excavated materials are not placed in bluff impact zones.

2. Disturbed areas are restored in the same building season.

K.4. Altering Current or Cross Section of Public Waters

The excavation of material from, filling in, construction of any permanent structures or navigational obstructions, or any work that will change or diminish the course, current, or cross-section of the Mississippi River, Headwaters Lakes, or wetlands within the Corridor, is prohibited unless authorized by a permit from the Commissioner of the Department of Natural Resources pursuant to Minn. Stat. § 103G.245, and/or a permit from the USACE.

K.5. Drainage or Filling of Wetlands

Drainage or filling in of wetlands within the Corridor must be in compliance with the Wetland Conservation Act. The replacement and/or mitigation activities for the filling of a wetland within the Corridor, should take place in the Corridor.

Section L — Agricultural Practices

L.1. Conservation Plan Consistency

The Natural Resources Conservation Service (NRCS) performs voluntary conservation work. General cultivation farming, grazing, nurseries, horticulture, truck farming, sod farming, and wild crop harvesting are permitted uses if steep slopes and bluff impact zones are maintained in permanent vegetation and operated under an approved conservation plan consistent with the field office technical guide of the NRCS. The Zoning Authority or its designee will be responsible for the proper review of the Conservation Plans intended to minimize erosion and to protect water quality.

L.2. New and Existing Feed Lots

New animal feedlots, as defined by the Minnesota Rules Chapter 7020, are not permitted in the river corridor. Animal feedlots, barnyards, or agricultural waste systems in existence prior to July 1, 1992, may continue provided neither the size of the area involved in the use nor the number of animal units using the area increases. The MPCA feedlot registrations will serve as the means for this monitoring.

Section M — Forestry

M.1. Purpose

Forest management shall be allowed but limited to generally accepted forest-management practices and/or silvicultural techniques designed to promote and manage a healthy, diverse, and productive forest area. Emphasis should be placed on the maintenance, development, and improvement of shoreland forests subject to the regulations set forth in this section. The manual "Sustaining Minnesota Forest Resources," Minnesota Forest Resources Council, 2012:

[https://mn.gov/frc/docs/MFRC_Revised_Forest_Management_Guidelines_\(2012\).pdf](https://mn.gov/frc/docs/MFRC_Revised_Forest_Management_Guidelines_(2012).pdf) is a publication that the MHB suggests as a guideline to use.

Plan requirements for forest management within the Corridor:

1. The view from the water will be treated as most sensitive
2. Provision for riparian wildlife species must be a component of any plan
3. Significant cultural and other unique resources must be protected
4. Water quality changes due to forestry activities must be minimized
5. Timber and other forest resources may be harvested and utilized when the requirements of this Comprehensive Plan are met

M.2. Forestry Standards in the Corridor

If the activity is proposed to occur within 300 feet of the OHWM, a forest management plan for the property and/or site-specific timber harvest plan must be prepared prior to forestry activities occurring on the property. The plan must be submitted to and approved by the County Land Commissioner, or other designated county official, and must have been reviewed by MHB. Implementation of the Forestry Management Plan must comply with the submitted and approved plan. Forestry activities requiring a plan include timber harvesting, intensive site preparation, and forest access road construction. Approval of plans shall be based upon how well the plan addresses the goals of the MHB.

The plan must also include provisions to address and protect:

1. Water quality
2. Forest soils
3. Erosion control
4. Aesthetics
5. Wildlife and aquatic habitat
6. Cultural or historic resources known to occur on the property
7. Fire hazards, insects, and diseases
8. Disposal of petroleum products, trash, and hazardous substances
9. Endangered or threatened resources known to occur on the property

M.3. Recommendations for Forestry Practices to Address Riparian Forest Values

To prevent damage to soils, timber harvest activities may only take place when the ground is frozen or when the soils are sufficiently dry. Post-operational activities should include plans for removal of equipment and timber before spring thaw, and to restore timber removal on trails and landings to reduce soil erosion and compaction.

To reduce potential erosion and sedimentation, seed grasses and install water bars on roads or trails developed during timber harvest activities. Minimal soil disturbance should

occur in the shore impact zone.

To maintain or enhance habitat characteristics for riparian forest wildlife species, retain as many mature long-lived tree species and dead, standing trees as possible after a timber harvest. Logging residue (limbs, unmerchantable logs) disbursed across the harvest area can provide habitat for many species of wildlife.

To maintain or enhance the visual quality of the Corridor, minimize logging residue adjacent to the shoreline and public roads. Utilize irregular timber harvest boundaries, and retain some mature, long-lived trees during harvest to reduce the apparent size of the harvest area.

Section N — Utility Transmission Lines and Related Facilities

N.1. Purpose

It is essential for the state to regulate utility transmission crossings of lands within the jurisdiction of the Corridor in order to provide maximum protection and preservation of the natural environment and to minimize any adverse effects, which may result from such utility crossings.

As well as providing environmental protection, proper location and construction of utilities can promote smart growth in the Corridor through the placement of major utilities in or near areas that are most suitable for development.

N.2. Permits Required for Crossings

Transmission utility lines crossing lands within the Corridor **require a conditional-use permit** from the Zoning Authority (or its designee) and/or the Public Utilities Commission. In reviewing permit applications for such crossings, primary consideration should be given to crossings that are proposed to be located with, or adjacent to, existing public facilities (such as roads and utilities).

A conditional-use **permit is not required** for essential services as defined in this Comprehensive Plan.

N.3. Wireless Telecommunication

Wireless telecommunication such as but not limited to any ground or roof mounted structure of more than 35 feet in height above average ground level built for the purposes of supporting, elevating or attaching antenna (s) for broadcasting of cellular, personal communications, specialized mobilized radio, enhanced specialized mobilized radio, paging, and similar services shall not be located within the Corridor.

Section O — Roads, River Crossings, and Recreational Trails

O.1. Roads and River Crossings

It is essential to regulate the construction of new public roads and reconstruction of

existing public roads within the Corridor in order to provide maximum protection and preservation of the natural environment and to minimize any adverse effects which may result from such development. By allowing the LGUs this local control of the road standards as stated below, the MHB will be assisting in limiting redundancy and also reducing costs for the planning of public transportation.

A permit as established in Minn. Stat. § 103G.245 is required from the Commissioner of Natural Resources for the construction or reconstruction, removal, or abandonment of any road or railroad crossing of a public water.

0.2. Road Standards

This Comprehensive Plan recognizes the advances that the state, the counties, and townships have made in improving their specifications for road construction which promote and implement the standards as set forth in the 1992 Mississippi Headwaters Management Plan. Therefore, under this Comprehensive Plan, the MHB accepts the newer local government standards, and makes the LGUs responsible for upholding these current standards and reporting any non-standard road construction practices to the MHB.

LGUs are required to have established road standards that are included in the county ordinances.

Construction of public roads is a permitted use in the Land Use Table of this Comprehensive Plan. Construction of driveway accesses is a permitted use. Construction of private roads requires a conditional-use permit and must comply with the **grading and filling** provisions in Section K of this Comprehensive Plan.

0.3. Recreational Trails

A. Purpose

By allowing standards for trails along the MHB Corridor, MHB intends to enhance recreation and provide equivalent protection of the River and Headwaters Lakes for recreational use along the Mississippi River. Some areas may not be suitable for trail development after assessment using the trail suitability considerations below.

B. Permits

New public recreational trails shall only be permitted in the Scenic River Classification and the Headwaters Lakes. The Zoning Authority must have established and maintained ordinances and standards that have been certified by the MHB. The following minimum elements are required for certification:

1. On-site Pre-application Conference

An on-site pre-application meeting to go over the proposed or concept plan for the development with the neighboring land owners, LGU, DNR, and local association representatives.

2. Trail Suitability Considerations

- a. Drainage: existing and proposed drainage patterns, storm water, and high water events
- b. Erosion: mitigation of high erosion conditions
- c. Environmental Assessment Worksheet: used as a scoping document
- d. Topography and land alterations

- e. Wet lands and water table separation
 - f. Bank stabilization
 - g. Geographical features: streams, roads, buildings vegetation, etc.
3. Layout and Design
- a. Trail map showing location and topography
 - b. Disturbance to shore, bluffs, and vegetation
 - c. Impact on cultural heritage sites

C. Standards

Recreational trails shall be a conditional use within the building setback area—and a permitted use outside the setback area—when the following items are addressed:

1. Land easements or acquisitions are attained from landowners
2. The plans for ongoing maintenance and funding of the trails shall be described in a SP which shall also address the items in Section G of this Comprehensive Plan as well as each of the following elements:
 - a. Repair and maintain hard/asphalt surfaces to prevent the leaching of petroleum, alkaline, or other potentially detrimental materials from the trail into the River/Headwaters Lakes
 - b. Maintain the BMPs for sites from initial construction throughout the life of the trail sites
 - c. Address **existing drainage patterns**, storm water and high water events; the SP map shall show where water will concentrate on the property, areas of overland flow, depressions, scales, and natural watercourses; increased runoff should be limited or mitigated so erosion does not occur
 - d. Address **topography**, a topographic map showing contour elevation of 10 feet, noting steepness and length of slope; the longer the slope, the greater is the potential for erosion
 - e. Address **soil types** for flood hazard, natural drainage, depth to seasonal water table permeability, shrink swell potential, texture, and erodability
 - f. Show **existing vegetation**, any denuded or exposed areas, and unique vegetation; if existing vegetation cannot be maintained, then construction shall be conducted to minimize erosion; the vegetative buffer of native grasses, shrubs and trees will be maintained for at least 15 feet from the water's edge in order to protect water quality, provide habitat for wildlife, and maintain the natural aesthetic of the shoreline
 - g. Identify, preserve, and avoid disruption of **cultural heritage sites**
 - h. Delineate **geographic feature areas** adjacent to the trail on the map such as, but not limited to: streams, roads, houses, other buildings, and wooded areas
3. The trail base shall:
 - a. Be designed to drain away from the river or lakes as much as possible
 - b. Be placed above the OHWM
 - c. Provide at least a 15-foot natural vegetative buffer zone between the River/Headwaters Lakes and also the trail and on the opposite side of the trail
 - d. Be constructed with the least amount of disturbance to shoreline, bluffs, and vegetation
 - e. Maintain bank stabilization without excessive grading and filling
 - f. Be prepared to reduce washout during flooding, erosion during rain events,

- and to prevent loss of life and property
 - g. Width should be minimized whenever possible and should follow state-aid standards for trails and may be less in areas where appropriate; this should provide eligibility for federal funding for trails
 - h. Convert street beds or existing trails wherever possible
 - i. Coincide as much as possible with the Great River Road and USBR45/MRT
 - j. Maintain separate trails for conflicting trail uses whenever possible
 - k. Avoid wetlands and other vulnerable or sensitive sites areas
 - l. Maintain 3–8% slope for handicapped accessibility wherever possible
 - m. Trails shall be the only structures permitted in the first 50 feet from the OHWM; other structures shall adhere to the building standards of this Comprehensive Plan.
4. Subject to the minimum standards outlined in this Comprehensive Plan, consideration shall be given to facilities required to support trail usage, including but not limited to, the following:
- a. Access points must have adequate parking and signage
 - b. Adequate and maintained trash receptacles
 - c. Shaded lighting where needed
 - d. Informational kiosks regarding safe and responsible recreation
 - e. GPS location for 911 emergency purposes
 - f. Public restrooms consisting of sealed systems
 - g. Picnic tables/shelters, benches, fire pits or grills, and telephones for emergency purposes.

All of the above must provide equivalent protection of the river/lakes. Equivalent protection may be achieved through mitigation of potential negative impact to the shoreline, wildlife habitat, and other river/lake values that are protected by the MHB.

D. Rerouting

A conditional-use permit shall be required for any realignment or re-routing of areas or segments of existing public trails located in the Wild River Classification in which formal review has determined these segments or areas may be creating or causing a negative impact to the Mississippi River Corridor.

Section P — Sand, Gravel, and Borrow Pits

P.1. Purpose

Regulation of extraction or extractive uses within the Corridor protects the hydrogeological connectedness of groundwater and surface water that may be drinking water sources.

P.2. Extraction

Extraction, processing of extracted materials, or accessory extractive uses are not allowed in the Wild sections of the Corridor or on Headwaters Lakes. Extraction, processing of extracted materials, or accessory extractive uses is a conditional use in the scenic sections of the Corridor, provided the standards in this section of this Comprehensive Plan and the

local zoning authority are met.

P.3. Site Development and Restoration Plan

The Zoning Authority shall prepare and approve a site development and restoration plan for each use developed after July 1, 1992. The plan must include an SP, which addresses the items in section III-G of this Comprehensive Plan, as well as the following points:

- dust abatement
- noise abatement
- discharge of materials and petroleum products that may be pollutants
- hours of operation, dates of operation, and duration of activity
- proposed mitigation of effects on wildlife
- erosion control and proposed mitigation for erosion
- identification of cultural sites
- consideration of alternate existing sites
- restoration of the land
- rehabilitation plans shall include clean fill only

Sites that have been in operation prior to July 1, 1992, must prepare rehabilitation plans for the site that include erosion controls.

Section Q — Cemeteries

Q.1. Cemetery Development is Conditional Use

Development of a cemetery within the Corridor is a conditional use in the Scenic River class provided the standards in this section of this Comprehensive Plan are met.

Cemeteries must be platted according to state law. Cemetery development is not allowed on Headwaters Lakes or in the Wild River class.

A. Site Plan (SP)

A plan shall be submitted to and approved by the Zoning Authority. The SP shall also address each of the following items:

1. Name of the cemetery
2. Legal description of the property affected
3. Names and addresses of applicant, owner, surveyor, and designer of the plan
4. Graphic scale
5. Arrow depicting north on the plan
6. Date of preparation
7. Total acreage of property
8. Square footage for each proposed site
9. Existing soil conditions and topographic contours
10. Roads and proposed roads showing right-of-way widths
11. Proposed location and type of on-site sanitary treatment facilities and domestic

water supply

12. Accessory facilities, existing or to be constructed, by type and location
13. All streams, creeks, ponds, wetlands, and swamps
14. Appropriate drainage provisions

B. Activities Allowed

Burial only is allowed on site. No embalming nor other related activities are allowed on site.

C. Flood Plain Restrictions

No placement of graves nor accessory facilities within the designated flood plain.

D. Grave Liner Approval Required

Each burial must be in a vault or grave liner approved by the MHB.

Section R — Campgrounds, Resorts, and Bed & Breakfasts

R.1. Campgrounds

A. Conditions for Expansion

Expansion of a campground by more than two units from the number normally in use prior to July 1, 1992, must comply with the standards in this subsection and requires a conditional-use permit.

B. Unified Site Plan (USP)

USP for all proposed new campgrounds, or expansions of existing campgrounds, shall be submitted to the Zoning Authority.

C. Density Requirements

Campgrounds must comply with the following density and length-of-stay requirements.

1. Campground: 8 units per acre; 4,000 square feet each site; 40 feet minimum width for each campsite.
2. Camping on an individual campsite per party is restricted to 14 consecutive days or less at one time without an RV.
3. Recreational Vehicle Park Campground: 4 camping vehicle units per acre; 8,000 square feet each camping site; 80 feet minimum width for each camping site.

D. Accessory Structures Prohibited

No accessory structures shall be permitted on any campsite.

E. Access Roads

All roads shall have a 50-foot minimum right of way. One-way roads within the campground must have a roadbed of at least 15 feet in width. Two-way roads within the campground must have a roadbed of at least 24 feet in width.

F. Setbacks and Sewage Treatment Systems

Each camping site must meet the building setback requirements of this Comprehensive Plan, the individual sewage treatment system standards, and the Minn. Rules 7080.

G. Licensing

Campgrounds shall be licensed by and shall meet all standards prescribed by the MDH and other state agencies with regulatory authority over such uses—as well as the standards set forth in this Comprehensive Plan.

H. Conditional-use Permit Considerations

When reviewing an application for a conditional-use permit for any campground, the Zoning Authority shall evaluate the effect of the proposed campground with regard to Minn. Stat. § 394.

1. Maintenance of safe and healthful conditions;
2. Prevention and control of water pollution, including sedimentation;
3. Existing topographic and drainage features and vegetative cover on the proposed site;
4. The location of the site with respect to the flood plains and the flood ways of the Mississippi River;
5. The erosion potential of the site based upon the degree and direction of slope, soil type, and vegetative cover;
6. The location of the site with respect to existing or future township, county, state or federal roads; and
7. The compatibility with uses on adjacent lands.

R.2. Resorts**A. Expansion**

Expansion of a resort shall not be allowed without the issuance of a conditional-use permit, with the following exceptions.

The expansion to an existing resort (PUD) involving six or fewer new units or sites, after the date of this Comprehensive Plan, shall be allowed as a permitted use, with the issuance of a building permit, provided that:

1. The total project density does not exceed the allowable densities prescribed in Minn. Stat. Chapter 103, Minn. Rules 6120.2500–6120.3900 as amended.
2. The septic system is assessed to be large enough for the increased units.
3. The work shall comply with the requirement of Minn. Stat. § 103F.227.

B. Review Criteria

When reviewing an application for a conditional-use permit for construction of a new resort or expansion of an existing resort, the Zoning Authority shall evaluate the effect of the proposed resort or resort expansion with regard to the criteria in each local zoning ordinance and meet the following criteria:

1. Maintenance of safe and healthful conditions
2. Prevention and control of water pollution—including sedimentation

3. Existing topographic and drainage features and vegetative cover on the proposed site and proposed alterations with mitigation
4. The location of the site with respect to the floodplains and the floodways of the River
5. The erosion potential of the site based upon the degree and direction of the slope, soil types, shoreline stability, and vegetative cover
6. The location of the site with respect to existing or future township, county, state, or federal roadways
7. The compatibility with land uses on adjacent lands
8. Appropriate density is determined on the lot
9. The septic system is up to code
10. Additional local restrictions may apply

C. Unified Site Plan (USP)

A USP for all proposed resorts and resort expansions and conversions that require a conditional use permit shall be submitted to the Zoning Authority.

D. Licensing

Resorts shall be licensed and shall meet all standards of the MDH. In the event of conflict between those regulations and the regulations of this Comprehensive Plan, the more restrictive standards shall apply.

E. Resort Conversions

Resort conversions require a conditional-use permit. Existing resorts or other land uses and facilities may be converted to residential PUDs provided that the land is properly zoned for residential use by the Zoning Authority to the appropriate residential land use category and all of the following standards are met.

1. Proposed conversions must be initially evaluated using the same procedures for residential PUDs involving all new construction. Inconsistencies between existing features of the development and these standards must be corrected. Proposals must also meet the conditional use criteria standards.
2. Deficiencies involving water supply and sewage treatment, structure color, impervious surface coverage, open space, and shore recreation facilities must be corrected as part of the conversion and shall be specified in any conditional-use permit issued.
3. Shore impact and bluff zone deficiencies must be evaluated and reasonable improvements made as part of the conversion. These improvements must include, where applicable, the following:
 - a. Removal of extraneous buildings, docks, or other facilities that no longer need to be located in shore impact or bluff zones
 - b. Remedial measures to correct erosion sites and improve vegetative cover and screening of buildings and other facilities as viewed from the water
 - c. If existing dwelling units are located in shore impact or bluff zones, conditions are attached to approvals of conversions that preclude exterior expansion in any dimension or substantial alterations. The conditions must also provide for

future relocation of dwelling units, where feasible, to other locations, meeting all setback and elevation requirements whenever they are rebuilt or replaced.

R.3. Bed and Breakfasts

A. Residence Requirement

Bed and breakfasts must be contained within a single-family residence. An addition may be allowed to establish the use. A second building to establish the use is not allowed.

B. Rental Units

The number of rental units is limited to no more than four, or the standards prescribed by the County Public Health or locally delegated program, whichever is more restrictive.

C. Parking

Additional parking is limited to one vehicle per rental unit.

D. Septic Systems

Septic systems must be up to code to handle the additional units.

Section S – Docks and Signs

S.1. Signs

A. Signs Visible from Surface Water

Signs visible from the river or lake are not allowed with the exception of public health and/or safety, recreational use, and identification signs.

All signs must meet the following criteria:

1. Sign must be no larger than 6 square feet in area
2. Sign must be related to a permitted use within the Corridor
3. Aesthetics of the sign must be in relation to the surrounding area
4. No lighting of the sign is allowed

B. Signs Not Visible from Surface Water

Signs not visible or completely screened from view of the river or lake are permitted, but are subject to local regulations.

S.2. Docks

Docks are regulated by the State of Minnesota. Local restrictions may apply.

Section T – Subdivision, Platting, and Planned Unit Development

T.1. Purpose

Subdivision is the practice of dividing any land parcel that is contiguous in area and under common ownership into two or more smaller parcels. Subdivision shall be planned to provide green space to protect natural areas.

T.2. Suitability

Each lot created through subdivision must be suitable in its natural state for the proposed use with minimal alteration.

Suitability analysis by the Zoning Authority shall consider:

- A. 100-year floodplains and susceptibility to flooding
- B. Existence of wetlands and rankings for the wetlands as may be determined by the best available information and technology
- C. Inadequate drainage
- D. Soil and rock formations with severe limitations for development
- E. Severe erosion potential
- F. Unfavorable topography
- G. Inadequate water supply or sewage treatment capabilities
- H. Near-shore aquatic conditions unsuitable for water-based recreation, important fish or wildlife habitat, or proximity to significant identified cultural sites
- I. Any other feature of the natural land likely to be harmful to the health, safety, or welfare of the future residents of the proposed subdivision or the community

These considerations and potential BMPs must be addressed as part of a SP—for any subdivision of land.

T.3. Required Information

A plan must be submitted with proposed land subdivisions in order to evaluate the suitability of the land for this subdivision. A USP must be submitted with proposed land subdivisions in order to evaluate the suitability of the land for this subdivision.

T.4. Plat Review

Plats must conform to Minn. Stat. Chapter 505. Copies of all proposed plats within the Corridor shall be submitted to the MHB for review at least 15 days prior to the public hearing of such plats by the governing body on the suitability of the land for such subdivisions.

LGUs shall not grant final approval of a plat until the developer has:

1. filed a road development agreement with the LGU that has been signed by both the developer and the local road authority, and
2. complied with all the requirements imposed by the LGU.

T.5. Conservation Development,(CDs) Planned Unit Developments (PUDs), Common Interest Communities (CICs) and Cluster Housing Units (CHUs)

A. Purpose

CDs, PUDs, CICs, and CHUs may be allowed only when the proposed development provides a better means of preservation than traditional subdivision practices for agricultural land, open space, woodlands, scenic views, wetlands, and other features of the natural environment.

B. Preliminary Approval

USPs are required for review by the MHB.

C. Permits

CDs, PUDs, CICs, and CHUs are permitted as conditional-use permits. The Zoning Authority must have established and maintained ordinances and standards that have been certified by the MHB.

The following minimum elements are required for application and certification:

1. On-site impacts, including but not limited to:
 - a. Setbacks from lake and property lines; both existing and proposed
 - b. Vegetation: restoration, landscaping, and screening
 - c. Shore impact zones: alterations or uses allowed and restricted
 - d. Docking; mooring; boat access; shore stations
 - e. Buffer zones between development and adjacent property owners
 - f. Outside lighting as it impacts neighbors.
2. Surrounding Site Issues
 - a. Traffic: to, from, and within the development; possibility of requirements for turning lanes, improvements to existing roads and installation of new roads; access for emergency and service vehicles
 - b. Drainage: on and off property
 - c. Impervious surface coverage: roads, buildings, etc.
 - d. Minimization and mitigation of potential impacts
3. Layout and Design
 - a. Layout of units: a registered land survey of the parcel, and if applicable, blueprints showing number of bedrooms (to scale)
 - b. Density: existing and proposed; increases allowable and how much (formula for determining density)
 - c. Useable Land: identification of all wetlands, bluffs, steep slopes, etc.
 - d. Covenants; declarations; restrictions; type of enforcement (county or homeowner association)
 - e. Dedication of open space, location of open space (including who and what uses are allowed)
 - f. Type of CD/PUD/CIC/CHU: timeshare, lease, or ownership
 - g. Separate zoning permit required for units, septic system, shore alterations, etc.
 - h. As built: filed/recorded upon completion of structures
 - i. Grand-fathered-in resorts: different setbacks and/or densities
4. Septic System and Water Use
 - a. Water use and Management Plan

- b. Septic systems: existing, new, with alternate location; and type
- 5. Government Agencies
 - a. Emergency services: police, fire, ambulance, school district
 - b. Check list of agencies and/or associations who are notified of the development and their responses:
 - County (zoning, sheriff, engineer, surveyor, attorney)
 - Township(s) and/or commissioner
 - MN DNR
 - MDH
 - SWCD
 - ACE
 - Lake association
 - other

D. Altered Standards

Minimum setbacks and height limits may not be altered. Other dimensional standards may be altered as exceptions to the standards of this Comprehensive Plan, if the following criteria are met:

1. Central sewage treatment system facilities are installed which meet the standards, criteria, rules or regulations of the MN Dept. of Health (MDH) and the Minnesota Pollution Control Agency (MPCA).
2. There is not more than one centralized boat access facility for PUD residents only, and docking is provided by a centralized facility according to DNR standards.
3. Density shall not exceed two dwelling units per minimum lot size within the Corridor. Flexibility in density and dimensional standards can be petitioned with a study of Suitability and Material Adverse Effects that would provide greater vegetative buffers, improved wastewater collection and treatment, and a better means of preserving open space and natural areas.
4. Open space may be preserved through the use of restrictive deed covenants, public dedications, granting of scenic easements, conservation connections, or other alternative and innovative methods.

Section U — Management of Public Lands

U.1. Land Ownership

State or county lands within the Corridor may not be offered for sale or lease, “except for forest management, fish and wildlife habitat improvement, a veterans’ cemetery that complies with MS 102.369 subdivision 5, and open space recreational uses as defined in the Plan.” (See Minn. Stat. § 103F.369, (Subd. 2).) County tax-forfeited land in the Corridor should be retained.

County land commissioners will report to MHB annually on the status of public land ownership in the Corridor. MHB staff will work with the State of Minnesota, USFS, and LLBO to monitor holdings by those agencies in the Corridor.

U.2. Sale or Exchange of Public Lands

Sale or exchange of public land should be considered only if such action(s) will eliminate substandard non-conforming parcels, make private substandard non-conforming parcels more conforming, or if the sale or exchange is consistent with the goals and objectives of this Comprehensive Plan. (See Minn. Stat. § 282.01, (Subd. 7A.))

To protect unique shoreland areas, the counties will attempt to purchase scenic easements (conservation connections) or other interests in land from landowners who desire to sell them and where such purchases are desirable.

Where critical lands are acquired in fee title, from willing sellers, the county may wish to consider sale of other lands outside the management boundaries in order to offset any possible reduction in local tax base.

Local counties should be the decision maker on whether exchange of public lands are warranted based on local controls and processes.

To increase public land holdings along the Mississippi River and Headwaters Lakes, MHB member counties should initiate land exchanges with private landowners who want to exchange their land.

Land exchanges with the State of Minnesota should be undertaken to consolidate blocks of public lands in same ownership in order to develop more easily-managed public ownership.

Conservation connections and other incentives should be implemented on sensitive private lands requiring more protection than zoning can provide.

U.3. Acquisition of Lands

Acquisition is an option for those public and private lands requiring greater protection than zoning provides. Lands requiring greater protection will be identified through the river resources inventory, or on an as-needed basis, and according to the goals and objectives of this Comprehensive Plan.

The MHB will report on its land protection program to identify and develop guidelines for protection and protection strategies to the member counties and the Minnesota Legislature.

U.4. Non-recreational Leases

New non-recreational leases of public lands within the Corridor shall not be granted without review of the MHB for consistency with the goals and objectives of this Comprehensive Plan.

Existing non-recreational leases of public lands within the river management boundary shall be phased out wherever feasible and practical.

Existing recreational leases are allowed in the Corridor.

MHB staff shall meet with managers of leases on public lands to discuss the status of non-recreational and recreational leases within the Corridor.

U.5. Public Accesses with Boat Launches

A. Criteria

An MHB review is required for any public access with a boat launch. The Zoning Authority shall evaluate the proposed public access with regard to criteria established by the MN DNR and shall comply with the following standards:

1. Site can support the ramp without pilings, dredging, or special site preparation
2. Access shall be constructed only of gravel, natural rock, concrete, steel matting, or other durable organic matter
3. Boat launch shall be no more than 6 inches thick, 24 feet wide, extending 20 feet waterward or to a water depth not to exceed 4 feet, with no more than 30 cubic yards of fill and 60 cubic yards of excavation required
4. Boat launch site is not a posted fish spawning site
5. All soils disturbed during construction shall be stabilized by seeding or sodding in the same construction season and meet the standards for excavation, grading, and filling set forth in the Shoreland Alteration Section of this Comprehensive Plan.

U.6. Public Trails

MHB review is required for any new public trails within the Corridor. Standards and review criteria are listed under O.3 of this Comprehensive Plan.

U.7. Signs

Sign placement on public lands within the Corridor shall comply with Section S.1 of this Comprehensive Plan.

Section V — Administration

V.1. Authority

A. Administration

The provisions of this Comprehensive Plan shall be administered by the designated Zoning Authority.

B. Board of Adjustment or Planning Commission

The Board of Adjustment or Planning Commission of the county shall hear and decide appeals and applications for variances, CUP's, and review any order, requirements, decisions, or determination made by the Zoning Authority, who is charged with enforcing this ordinance in the manner prescribed by Minn. Stat. Chapter 394, as amended.

C. Fees

Permit fees and inspection fees as may be established by resolution of the county or township in support of MHB activities, shall be collected by the Zoning Authority for deposit with their treasurer and credited to the appropriate fund. Fees may be assessed

based on the annual funding estimates to prepare and implement this Comprehensive Plan and otherwise carry out the duties imposed on the MHB by Minn. Stat. § 103F.361–377.

V.2. Legal Non-Conforming Uses

A. Legal Non-Conforming Uses

Uses not permitted by this ordinance but which were in existence prior to the effective date of July 1, 1992, shall be legal nonconforming uses. Such uses may be continued but shall not be intensified, enlarged, or expanded beyond the permitted or delineated boundaries of the use of the activity as stipulated in the most current permit issued prior to July 1, 1992.

B. Change of Use

Such use shall not be changed to another nonconforming use or be reestablished if discontinued for a continuous twelve-month period.

C. Maintenance

Normal maintenance of a building or other structure containing or related to a lawful nonconforming use is permitted.

D. Existing Uses

All uses in existence prior to July 1, 1992 which are permitted, or conditional uses within the Mississippi Headwaters Corridor that do not meet the minimum lot area, setbacks, or other dimensional requirements of this ordinance are legal nonconforming uses and shall be allowed to continue provided that any structural alteration or addition to a substandard use which will increase the substandard dimensions shall not be allowed.

V.3. Conditional Uses

A. Standards

Prior to the granting of a conditional-use permit by the Zoning Authority the applicant must show the standards and criteria contained in this ordinance have been met. The MHB shall administratively review the conditional-use application and provide comments to the Zoning Authority prior to the local public hearing decision.

B. Material Adverse Effect

The Zoning Authority may request the conditional-use permit applicant to demonstrate the nature and extent of the effect on the environment if, in their opinion, a material adverse effect may be the result of granting of the permit.

C. Considerations

In reviewing a request for a conditional-use permit, the Zoning Authority shall review the standards and criteria of this ordinance and the following general criteria:

1. The prevention of soil erosion or other possible pollution of the Mississippi River and its Headwaters Lakes, before, during and after construction
2. The limited visibility of structures and other facilities as viewed from public

waters

3. The adequacy of the water supply and the on-site sewage treatment
4. The assessment and management of natural, cultural scientific, historic, and recreational values of the site
5. The compatibility of the of watercraft (types, uses, and numbers) that the project will generate in relation to the ability of the Mississippi River, its shorelands, and the Headwaters Lakes to accommodate the proposed changes.

V.4. Administrative Reviews

A. Purpose

The MHB may authorize its director to review and make recommendations for conditional-use applications, Forest Management Plans, Timber Harvest Plans and SPs, and any other plans affecting land management within the Corridor.

B. Administrative reviews are given in order to:

1. Facilitate a timetable due to the building season
2. Meet the 60-day rule for administratively complete applications
3. Adhere to the requirements of other agencies which are more restrictive than those of MHB.

C. Administrative reviews should be referred to the MHB when a request:

1. Does not meet the criteria
2. Does not adhere to the requirements of other agencies
3. Is not consistent with this Comprehensive Plan.

V.5. Variances

A. Purpose

The purpose of MHB variance review is to assure that this Comprehensive Plan is not nullified by unjustified exemptions in particular cases and to promote uniformity in the treatment of applications for exceptions. (Minn. Stat. § 103F.373, Subd. 1.)

B. Conditions

The granting of a variance requires the presence of all the following conditions:

1. The strict enforcement of county zoning controls will result in unnecessary practical difficulty.

“Practical Difficulty” as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.

2. Granting of a variance is not contrary to the purpose and intent of the zoning provision contained within the Mississippi Headwaters Management Plan, its

standards and criteria, and is consistent with the policies adopted by the MHB.

3. There are exceptional circumstances unique to the subject property which were not created by the landowner.
4. Granting of the variance shall not allow any use which is neither a permitted nor a conditional use within the Corridor established in this Comprehensive Plan, in which the subject property is located.
5. Granting of the variance will not alter the essential character of the Corridor.

C. Material Adverse Effect

The Board of Adjustments may request the applicant to demonstrate the nature and extent of the effect on the environment if, in the opinion of the board, a material adverse effect may be the result of the granting of the variance (or if it is inconsistent with any provisions of this Comprehensive Plan).

D. Certification Required

Notwithstanding any provision of Minn. Chapter 394 to the contrary, a certified action is not effective until the MHB has reviewed the action and certified that it is consistent with this Comprehensive Plan. (See Minn. Stat. § 103F.373, Subd. 2.)

All variances to the requirements of this Comprehensive Plan must be reviewed and certified in accordance with the Review and Certification Procedures Section of the Statute.

V.6. Amendments to Ordinance

A. Authorization

The provisions of this Comprehensive Plan shall be considered the minimum standard when determining consistency of ordinances and ordinance amendments. (See Minn. Stat. § 103F.373, Subd. 2.) County ordinances regulating land use within the Corridor may be amended whenever public necessity and the general welfare require such amendments by the procedure specified in this section. Amendments to ordinances must be reviewed and certified by the MHB as specified in the Review and Certification Procedures Section.

B. Amendment Initiation

Requests for amendments of this ordinance shall be initiated by a petition of the owner or owners of the actual property or by action of the county.

C. Filing

An application for an amendment shall be filed with the Zoning Authority.

D. Hearing

Upon receipt of the application and other requested materials, the Zoning Authority shall conduct a public hearing in the manner prescribed by Minnesota Statutes.

E. Certification Required

Following the public hearing, the Zoning Authority shall make a report of its recommendations on the proposed amendment and shall file a copy with the county

within 60 days after the hearing. MHB review and certification must be obtained as specified in the Review and Certification Procedures Section of this Comprehensive Plan before the proposed amendment becomes effective.

F. Fees

To defray the administrative costs of processing requests of an amendment to this ordinance, a fee not exceeding administrative costs shall be paid by the petitioners. Such fees shall be determined by the Zoning Authority and/or the MHB.

V.7. Amendments to, or Adoption of the MHB Comprehensive Land Use Plan

A. Purpose

Amend this Comprehensive Plan only when necessary, in such a way that it does not reduce the minimum standards set forth in the Plan, and in the most environmentally sound and cost-effective manner. (See Minn. Stat. § 103F.369, Subd. 2.)

B. Process

A schedule for review and/or possible revision of this Comprehensive Plan may be completed every 5 years by the MHB. Any revision shall be submitted to the eight participating counties for public hearings and approvals. Upon approval from all eight counties and complete compliance with the statute, the amendment shall be effective.

Adoption of amendments is optional for other government units. It is the responsibility of other government units to exercise their powers so as to further the purposes of the Statute and the MHB Plan. (Minn. Stat. § 103F. 371.)

In the event that proposed revisions are not approved, the existing plan will be maintained.

Section W — Review and Certification Procedures

W.1. Applicability

A. Actions Covered

The review and certification procedures are established for the following categories of land use actions directly or indirectly affecting land use within the area covered by this Comprehensive Plan:

1. Adopting or amending an ordinance regulating the use of land within the Corridor (including rezoning particular tracts of land)
2. Granting a variance from a provision of the local land-use ordinance which relates to the zoning dimension provisions of this Comprehensive Plan
3. Approve plats in accordance with M.S. 505 and PUD's and CIC's in accordance with M.S. 515B.

B. Review Required

No such local action shall be effective until the MHB has reviewed and certified the actions.

W.2. Procedures

A. Notice of Hearings

A copy of all notices of any public hearings (or where a public hearing is not required, a copy of the application) to consider zoning amendments, variances, or plats under the local ordinance shall be received by the MHB at least two weeks prior to the scheduled hearing or meeting.

The notice of an application shall include one of the following: 1) a copy of the proposed ordinance or amendment, **or** 2) a description of the requested variance, **or** 3) a copy of the proposed plat.

B. Administratively Complete Applications

Zoning Authorities will utilize existing SPs and Findings of Fact to present to the MHB. Applicants may authorize a waiver from the 60-day rule in order to continue a review process by the board and without needing to reapply.

C. Notification

The local authority shall notify the MHB of its final decision on the proposed action within 10 days of the decision, including copies of the Findings of Fact, minutes of the public hearing, and amendments or conditions to the action.

D. Certification Decision

The MHB shall communicate to the local authority with either a Certification of Approval (with or without conditions) or a Notice of Non-Approval within 60 days from the time they receive notice of the final decision.

E. Approval

The Certification of Approval becomes effective upon notification to the applicant and the Zoning Authority.

F. Non-Approval

Within 30 days of a Notice of Non-Approval (ordinance, variance, or plat) being issued, either the applicant or the Zoning Authority may file a demand for a hearing with the MHB. Also:

1. Notice and the conduct of the hearing and the allocation of costs of the hearing shall be accomplished in the same manner as provided in Minn. Stat. § 103G.311 as amended.
2. Within 30 days after the hearing, the MHB shall either certify its approval of the proposed action, or deny it. The decision shall be based upon findings of fact made on substantial evidence found in the hearing record.

If a demand for a hearing is not made within the 30 days of the Notice of Non-Approval, the notice becomes final.

G. Sunset Clause

The Certification of Approval shall expire after one year if no work has begun on the certified activity. With MHB notification, the Zoning Authority may allow an extension of the certification for up to 12 additional months. Certification shall not be

extended after the above-described 12-month extension.

Section X — Other Government Actions

X.1. Furtherance of Plan Required

Local and special governmental units, councils, commissions, boards and districts, and all state agencies and departments must exercise their powers to further this Comprehensive Plan and this ordinance as provided in Minn. Stat. § 103F.371. Land-use actions or activities directly affecting land use within the Corridor, including projects wholly or partially conducted, financed, permitted, assisted, regulated, or approved by governmental units or state agencies or departments must comply with this Comprehensive Plan or the governmental units or state agencies or departments must notify the MHB prior to approving the action or activities provided in this Comprehensive Plan.

X.2. Consistency Determination

The MHB shall determine whether a governmental action or activity furthers this Comprehensive Plan. Prior to approving an activity or action, a governmental entity that does not comply with the Plan must send a notice of any public hearings or meetings where the governmental action or activity will be considered to the MHB at least 15 days before the hearings or meetings. The MHB shall determine whether the activity or action is consistent with Minn. Stat. § 103F.371. If the MHB determines an action is not consistent, the governmental entity should work toward compliance with this Comprehensive Plan as outlined in the mutual agreements between the government entity and the MHB.

Section Y — Enforcement

Y.1. Violations

It is declared unlawful for any person to violate any of the terms and provisions of this Comprehensive Plan. Violation thereof shall be a misdemeanor. Each day that a violation is permitted to exist shall constitute a separate offense. Applications for an activity within the Corridor will be considered only if there are no outstanding violations on that property.

Y.2. Restraint of Violations

In the event of a violation or a threatened violation of this Comprehensive Plan, the Zoning Authority or the MHB (in addition to other remedies) may institute appropriate actions or proceedings to prevent, restrain, or abate such violations or threatened violations.

Y.3. Specific Performance

Any person or resident may institute mandamus proceedings in the District Court to

compel specific performance by the proper official or officials of any duty required by the Plan.

Y.4. Severability

The provisions of this Comprehensive Plan shall be severable, and the invalidity of any section, subsection, paragraph, subparagraph, subdivision, or any other part thereof shall not make void any section, subsection, paragraph, subparagraph, subdivision, nor any other part. If any court of competent jurisdiction shall adjudge invalid any provision of this Comprehensive Plan or the application of this Comprehensive Plan to a particular property, building, or other structure, the judgment shall not affect any other provision of this Comprehensive Plan or any other property, building, or structure not specifically included in the judgment.

Y.5. Effect

This Comprehensive Plan shall have full force and effect from and after its passage, approval, and publication by law.

Appendix 2.

GLOSSARY:

Definitions

Abbreviations and

Acronyms

GLOSSARY — Definitions

All of these terms may not be included in this Comprehensive Plan document text but may be defined herein for purposes of discussion.

Abrogation: abolish, annul, or repeal

Accessory Use or Structure: A use or structure which is incidental and subordinate to and on the same lot as the principal structure and does not include living quarters. Such structures include sheds, storage shelters, pole buildings, detached garages, cargo containers, in-ground pools and similar structures.

Agricultural Easement: a restrictive covenant placed on residential developments adjacent to agricultural land waiving all common law rights to object to normal and necessary agricultural management activities legally conducted on adjacent land

Agricultural: real or personal property used for the production of crops, tillage, husbandry, or farming including but not limited to: fruit and vegetable production, tree farming, livestock, poultry, dairy products or poultry products — **not** a facility primarily engaged in processing agricultural products. An agricultural operation shall also include certain farm activities and uses as follows: 1) chemical and fertilizer spraying; 2) farm machinery noise; 3) extended hours of operation; 4) storage and spreading of manure of biosolids under state permit; 5) open storage and spreading of manure and biosolids under state permit; 6) open storage of machinery; 7) odors produced from normal farm activities; 8) on-farm marketing of farm products

Agricultural Building or Structure: any building or structure, existing or erected, which is used principally for agricultural purposes

Alteration: any man-made change, addition, or modification of existing land use

Animal Unit: a unit of measure to compare differences in the production of animal wastes which has as a standard the amount of waste produced, on a regular basis, by a 1000 pound steer or heifer—see MPCA Guidelines

Aquifer: a geological unit in which porous and permeable conditions exist and thus are capable of yielding usable amounts of water

Bed and Breakfast: a single-family dwelling used in part as rental units for lodging and providing one or more meals as part of the rental fee

Best Management Practices (BMPs): a practice or combination of practices for preventing or reducing diffuse or non-point source pollution to a level compatible with water quality goals (BMPs are dependent on the best available technology or information for resource management.)

Bioengineering/ Biotechniques: the scientific and technological design methods by which natural vegetation is used in landscaping shorelands for the purposes of shoreline stabilization, erosion prevention, wildlife and fisheries habitat and diversity, run-off

buffer, aesthetics, privacy and cost effective maintenance
 (This may be done in conjunction with ecological restoration, supplemental planting to enhance an existing buffer or filter strip or combined with riprap.)

Bluff: a topographic feature such as a hill, cliff, or embankment having all of the following characteristics: 1) the slope rises at least 25 feet above the ordinary high water level of the water body for riparian lots or 25 feet above the toe of the bluff for non-riparian lots; 2) the grade of the slope from the toe of the bluff to a point 25 feet or more above the ordinary high water level for riparian lots or 25 feet above the toe of the bluff for non-riparian lots averages 30 percent or greater; 3) the slope must drain toward the waterbody; 4) part or all of the feature is located in a shoreland area

Bluff Impact Zone: a bluff (as described above) and the land located within 20 feet inland of the top of a bluff

Board of Adjustment: the MHB Member County's Board of Adjustment as described in Minn. Stat. § 394.27

Boat Access: a ramp, road, or other conveyance, which allows the launching and removal of a boat with a vehicle and trailer

Boat House: a structure designed and used solely for the storage of boats or boating equipment — see Water-oriented Structure

Buffer Strip: land area used to visibly separate one use from another or to shield or block structures, noise, lights, or other nuisances

Building: any structure used or intended for storage, shelter, or occupancy

Building Height: the vertical distance between the highest adjoining ground level at the building or ten feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hip roof

Building Line: a line parallel to the lot line or street right-of-way at any story level of a building and representing the minimum distance which all or any part of the building is set back from said lot line or right-of-way line

Cabin: see Dwelling

Campground: any area, whether privately or publicly owned, used on a daily, nightly, weekly, or longer basis for the accommodation of five or more tents or recreational vehicles free of charge or for compensation

Cemetery: public and private cemeteries as defined in Minn. Stat. Chapter 306

Clean Fill: uncontaminated soil, sand, gravel, rock, or concrete; clean fill does not consist of metal, drywall, asphalt, or any substance containing petroleum, heavy metals, chemicals, or any substance with potential to be soluble in water, migrate in water, or contaminate

water

Clearcut: a harvesting technique that removes all the trees (regardless of size) on an area in one operation

Cluster Housing Units (CHUs): the development pattern and technique whereby structures are arranged in closely related groups to make the most efficient use of the infrastructure and natural amenities of the land — see also Planned Unit Development

Commissioner: the Commissioner of the Minnesota Department of Natural Resources

Common Interest Communities (CICs): the contiguous or noncontiguous real estate within Minnesota that is subject to an instrument which obligates persons owning a separately described parcel of the real estate, or occupying a part of the real estate pursuant to a proprietary lease, by reason of their ownership or occupancy, to pay for 1) real estate taxes levied against; 2) insurance premiums payable with respect to; 3) maintenance of; or 4) construction, maintenance, repair, or replacement of improvements located on one or more parcels or parts of the real estate other than the parcel or part that the person owns or occupies — real estate subject to a master association, regardless of when the master association was formed, shall not collectively constitute a separate common interest community unless so stated in the master declaration recorded against the real estate pursuant to Minn. Stat. § 515B.2–121, subsection f-1 — see Minnesota Common Interest Ownership Act Section 515.1-103D 10

Communication Tower: structures erected and intended to support antennas for the transmission of wireless communications

Conditional Use: a land use or development as defined by Minnesota Statutes that would not be appropriate generally but may be allowed with appropriate restrictions as provided by official controls upon a finding that (1) certain conditions as detailed in the zoning permit exist; (2) the use or development conforms to the comprehensive plan of the county; and (3) the use is compatible with the existing neighborhood

Condominium: a form of individual ownership with a multi-family building or development with joint responsibility for maintenance and repairs; in a condominium, each apartment or townhouse is owned outright by its occupant, and each occupant owns a share of the land and other common property of the building

Conservation Connection: the voluntary and permanent transfer of specified development and land use rights from a landowner to a qualifying organization, as per Chapter 84C of Minnesota Statutes — see Easement

Conservation Development: a method of subdivision characterized by common open space and compact residential structure unit lots that may or may not be clustered
(The purpose of a conservation development is to create greater community value through open space amenities for homeowners and protection of natural resources, while allowing for the residential densities consistent with prevailing densities.)

Controlled Access Lot: any lot which is designated for the exclusive use by non-riparian

landowners within a subdivision as a means to gain access to a lake, river, or stream

County: one of the eight member counties of the MHB or the county's Board of Commissioners

County Board of Commissioners or County Board: the governing body of a county

Deck: a horizontal, unenclosed platform—which may or may not be permitted—having attached railings, seats, trellises, or other features—that is attached or functionally related to a principal use or site and at any point extending more than one foot above ground level

Density: the number of dwelling units residing upon, or to be developed upon, an acre of land

Designee: a person or agency that has been designated by the Zoning Authority

Development / New: a new use of land, or a change in the existing use of land, that requires the issuance of a permit or approval of a local zoning authority

Dock / Permanent: a fixed structure, attached to the shoreline with footings, providing access to waterbodies and watercraft for water-oriented recreational activities and that remains in the water year-around

Dock / Temporary: a structure providing access to waterbodies and watercraft for water-oriented recreational activities on a seasonal basis that is easily removed from the water for part of the year

Duplex: a dwelling structure on a single lot, having two, three, and/or four units, respectively being attached by common walls and having each unit equipped with separate sleeping, cooking, eating, living, and bathroom facilities

Dwelling: any structure or portion of a structure, or other shelter designed as short- or long-term living quarters for one or more persons—including rental or timeshare accommodations such as motel, hotel, and resort rooms and cabins (A dwelling unit may be a manufactured or mobile home.)

Easement: a grant by a property owner for the use of a strip of land for the purpose of constructing and maintaining utilities, including but not limited to sanitary sewers, water mains, electric lines, telephone lines, storm sewer or storm drainageways, and gas lines (An easement may also be granted for such uses as recreational trails, vehicular access, natural resource protection or management, limiting development, and similar uses.)

Essential Services: the provision of services to individual parcels by public utilities or municipal department or commissions, of underground or overhead gas, electrical, communication, steam or water transmissions or distribution systems, including poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, towers and other similar equipment, and accessories in connection therewith—not including buildings or transmission services—reasonably necessary for the furnishing of adequate service by such public utilities or entities for the public health, safety, or general welfare—does not include wireless communication

Excavate: to make a hole, cavity, or tunnel; the disturbance of soil that alters the natural hydrology, stratigraphy, or drainage patterns of a lot

Extraction: the removal of aggregate, soil, minerals, or similar materials

Extractive Use: the use of land for surface or subsurface removal of sand, gravel, quarried or loose rock, industrial minerals, other nonmetallic minerals, topsoil, and peat not regulated under Minn. Stat. § 93.44 to 93.51

Family: one or more persons, each related to the other by blood, marriage, adoption or foster care, or a group of no more than three persons not so related by maintaining a common household and using common cooking and kitchen facilities

Feedlot / Livestock: a lot or building, or a combination of lots and buildings, intended for the confined feeding, breeding, raising, or holding of animals and specifically designed as a confinement area in which manure may accumulate, or where the concentration of animals is such that a vegetative cover cannot be maintained within the enclosure — see MPCA Guidelines

Fence: for the purpose of this ordinance a fence is any addition, structure, wall, or gate erected as a divider marker, barrier, or enclosure and located along the boundary or within the required yard

Filling: the act of depositing any fill material

Filter strip: the use of land topography and native vegetation to provide runoff, erosion, and sedimentation control

Final plat: official plat to be filed in the office of the County Recorder according to Minnesota Statutes and the subdivision regulations of county

Flood Plain: the areas adjoining a watercourse which have been or hereafter may be covered by a regional flood

Floodway: the bed of a wetland or lake and the channel of a watercourse and those portions of the adjoining flood plain which are reasonably required to carry or store the regional flood discharge

Forest Land Conversion: the cutting of forested lands to prepare for a new land use other than re-establishment for a subsequent forest stand

Forestry: the management of land for forest, woodland, or plantation uses for one or more of the following purposes: 1) to establish and maintain timber resources; 2) to harvest timber, including the selling of firewood; 3) to establish and maintain healthy and well-balanced forest; 4) to establish and maintain wildlife diversity and habitat for game and non-game species; 5) to provide outdoor recreation activities; and 6) to protect soil and water resources

Gazebo: a freestanding accessory structure with no kitchen, sleeping, sanitary facilities, or

pressurized water intended as weather and insect protection for such activities as picnicking and lake viewing— see also Water-oriented Accessory Structure

Generally Accepted Silvicultural Techniques (or Forest Management Practices): those activities recommended for forest management by “Sustaining Minnesota Forest Resources,” Minnesota Forest Resources Council, 2012

Geographic Information System (GIS): a computerized mapping system for integrating different technologies used in gathering, analyzing, and assessing spatial data.

Grading: changing the natural or existing topography of land

Hazardous Substance: any material solid, semisolid, liquid, or gaseous which because of its quantity, concentration or chemical, physical or infectious characteristic may: 1) cause or contribute to an increase in mortality or illness; 2) pose a hazard to human health or the environment when improperly treated, stored, treated, used, or managed
Categories include explosive, flammable or combustibles liquids or solids infectious, compressed gas radioactive, oxidizers, poison or toxic liquid or solids, irritants, corrosives and miscellaneous. Or, the same as that defined in CFR (Codified Federal Register 49 (PCA 2000)

Hazardous Waste: any refuse, sludge, or other waste material or combinations of refuse, sludge or other waste materials in solid, semisolid, liquid, or contained gaseous form which, because of its quantity, concentration, or chemical, physical, or infectious characteristics may: 1) cause or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness; or 2) pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed (Categories of hazardous waste materials include, but are not limited to: explosives, flammables, oxidizers, poisons, irritants, and corrosives. Hazardous waste does not include source, special nuclear, or by-product material as defined by the Atomic Energy Act of 1954, as amended.)

Headwaters Lakes: these are the nine lakes within the Corridor: Carr, Cass, Irving, Bemidji, Stump (impoundment), Winnibigoshish, Little Winnibigoshish, Wolf, and Andrusia

Headwaters Lakes / General Development: large, deep lakes, or lakes of varying sizes and depths, with high levels and mixes of existing development—often extensively used for recreation and heavily developed around the shore (except for the very large lakes)

Headwaters Lakes / Natural Environment: small and often shallow lakes, with limited capacities for assimilating the impacts of development and recreational use—often have adjacent lands with substantial constraints for development such as high water tables and unsuitable soils (These lakes, particularly in rural areas, may be unsuitable for further development.)

Headwaters Lakes / Recreational Development: generally medium-sized lakes of varying depths and shapes with a variety of landform, soil, and groundwater situations on the lands around them (Development mainly consists of seasonal and year-around residences and recreationally-oriented commercial uses.)

Hydric Soils: soils that are saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part

Hydrophytic Vegetation: macrophytic plant life growing in water, soil, or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content

Impervious Surface: any material that substantially reduces or prevents the infiltration of stormwater into previously undeveloped land
(Impervious surface does not include graveled driveways and parking areas.)

Individual Sewage Treatment System (ISTS): a sewage treatment system, or part thereof, serving a dwelling, or other establishment, or group thereof, and using sewage tanks or advanced treatment followed by soil treatment and disposal— includes holding tanks and privies

Infrastructure: other services which may be included are fire, sheriff, school bus, water, fiber optics, and communications — see Related Essential Services

Intensive Vegetation Clearing: the substantial removal of more than 25 percent of trees or shrubs in a contiguous patch, strip, row, or block within 150 feet of the OHWM of the Mississippi River or the defined setback distance for the Headwaters Lakes

Landfill: a disposal site employing an engineering method of disposing of solid wastes in a manner that minimizes environmental hazards by spreading, compacting to the smallest volume, and applying cover material over all exposed waste

Lifts: a mechanical conveyance for access up and down a slope

Light Pollution: the upward and outward distribution of light either directly from fixtures or from reflection off the ground or other surfaces

Local Government Unit (LGU): any government unit subordinate to state government units

Lot: a parcel of land designated by plat, registered land survey, auditors plot, or other accepted means, and separated from other parcels or portions by said description for the purpose of sale, lease, or separation.

Lot Line: the property line bounding a lot except that where any portion of a lot extends into the public right-of-way shall be the lot line for applying this ordinance

Lot of Record: a lot that has been recorded in the office of the County Recorder prior to the date of adoption of this Comprehensive Plan

Lot / Substandard: a lot or parcel of land for which a deed has been recorded in the office of the County Recorder upon or prior to the effective date of this ordinance which does not meet the minimum lot area, structure setbacks, or other dimensional standards of this ordinance

Lot Width: the shortest distance between lot lines measured at the midpoint of the building line

Manufactured Home: — see Dwelling

Material Adverse Effect: the real or potential, acute or chronic negative impact of a use which, in the opinion of the jurisdictional government unit, may result in a negative effect on the environment

Mining Operation: the removal from the land of coal, salt, iron, copper, nickel, granite, petroleum products, or other minerals or materials for commercial, industrial, or governmental purposes

Mississippi Headwaters Board (MHB): a joint-powers board (pursuant to Minn. Stat. § 471.59 and § 103F.367, Subd.1) that is composed of one county commissioner from each of the following counties: Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing and Morrison

Mississippi Headwaters Corridor or “Corridor”: the lands and waters contained within the Mississippi River and Headwaters Lakes zoning districts and identified in the MHB Comprehensive Plan maps

Mississippi Headwaters Comprehensive Plan or “this Comprehensive Plan”: the comprehensive land-use plan adopted pursuant to Minn. Stat. § 103F.369

Mississippi River Resources Inventory or River Resources Inventory: the list of recreational sites, endangered species, and important archeological sites within the Corridor and made available at the MHB — see Part I

Mobile Home: — see Dwelling

Mobile Home or Trailer Coach Park: this term applies to any lot or tract of land upon which two or more occupied trailer coaches or mobile homes are harbored either with or without charge and including any building or enclosure intended for use as a part of the equipment of such park

Modular Home: — see Dwelling

Natural Drainageway: all land-surface areas which by nature of their contour or configuration collect, store, and channel surface or runoff water

Nonconforming Use (nonconformity): any legal use, structure, or parcel of land already in existence, recorded, or authorized before the adoption of official controls or amendments thereto that would not have been permitted to become established under the terms of the official controls as now written, if the official controls had been in effect prior to the date it was established, recorded, or authorized

Official Map: the MHB Corridor map established in the Appendices of this Comprehensive Plan

Open Space: land used for recreation, resource protection, amenities, and/or buffers
(In no event shall any area of a lot constituting the minimum lot area nor any part of an existing or future road or right-of-way be counted as constituting open space.)

Open Space Recreational Uses: any recreation use particularly oriented to and utilizing the outdoor character of an area including hiking and riding trails, primitive campsites, campgrounds, waysides, parks, and recreation areas

Ordinary High Water Mark (OHWM): the boundary of public waters and wetlands, which shall be an elevation delineating the highest water level which has been maintained for a sufficient period of time to leave evidence upon the landscape—commonly that point where the natural vegetation changes from predominantly aquatic to predominantly terrestrial—or for watercourses, the ordinary high-water mark is the elevation of the top of the bank of the channel

Outstanding Violation: any on-going or completed activity which is not permitted by the MHB Standards for the Management of Shoreland Areas or pursuant to the authorization and policies contained in Minn. Stat. § 103F.201–103F.221, Minnesota Regulations, Parts 6120.2500–6120.3900, and the planning and zoning enabling legislation in Minn. Stat. § 394

Parcel: — see Lot

Pasture: areas where grass or other growing plants are used for grazing of domestic livestock and where the concentration of animals is such that a vegetation cover is maintained during the growing season except in the immediate vicinity of temporary supplemental feeding, temporary holding facilities, or watering devices

Patio: an impervious surface adjoining to a structure located at ground level

Permanent Foundation: the structural supports of a building that allow the building to be physically attached to the ground

Permitted Use: a use which may be lawfully established in a particular district or districts, without a conditional-use permit, provided it conforms to all requirements, regulations, and performance standards of that district

Planned Unit Development (PUD): a type of development, by a unified site design, for a number of dwelling units or dwelling sites on a parcel (for sale, rent, or lease) usually involving clustering of these units or sites to provide such areas of common open space, density increases, and a mix of structure types and land uses; may be organized and operated as condominiums, time share condominiums, cooperatives, full-fee ownership, or any combination of these; cluster subdivisions of dwelling units, CICs, CHUs, residential condominiums, townhouses, apartment buildings, campgrounds, recreational vehicle parks, resorts, and conversions of structures and land uses to these uses

Planned Unit Development Subdivision (PUD/Subdivision): a subdivision that is designed using PDU standards in accordance with the pertinent requirements of this Comprehensive Plan

Planning Advisory Commission or Planning Commission (PAC): the MHB Member County's Planning Advisory Commission as described in Minn. Stat. § 394.30

Plat: the diagram, map, drawing, or chart drawn to scale and showing all the essential data pertaining to the boundaries and subdivisions of a tract of land, as determined by survey, that is required for a complete and accurate description of the land which it delineates

Practical Difficulty: as used in connection with the granting of a variance, the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property but not created by the landowner, and the variance, if granted, will not alter the essential character of the locality (Economic considerations alone do not constitute practical difficulties.)

Principal Use: the main use of land or buildings as distinguished from subordinate or accessory use—a "principal use" may be either permitted or conditional

Private Road: a roadway or strip of land reserved for the use of a limited number of persons or purposes as distinguished from a publicly dedicated road

Public Service District: a designated area which is served by a municipality with both water and sewer services

Property Line: the legal boundaries of a parcel of property

Protected Waters of the State or Public Waters: lakes, rivers, streams, and wetlands designated under Minn. Stat. § 103G.005, Subd. 15

Public Land: land owned or managed by a municipal, school district, county, state, federal, or other unit of government

Public Nuisance: a condition that unreasonably annoys, injures, or endangers the safety, health, morals, comfort, or repose of the neighborhood or any considerable number of members of the public

Public Road: any vehicular way which is an existing federal, state, county, or township roadway that is shown upon a plat approved pursuant to law as dedicated to public use, or is dedicated to public use

Public Uses: uses owned or operated by any governmental unit

Reach: a hydraulic engineering term to describe a longitudinal segment of a stream or river influenced by a natural or man-made obstruction
(In an urban area, the segment of a stream or river between two consecutive bridge crossings would most typically constitute a reach.)

Recreational Trail / non-motorized: a minimum impact path designed specifically for hiking, biking, horseback riding, or skiing for the purpose of enjoying the values of the Corridor

Recreational Trail / motorized: a trail designed specifically for the purpose of All Terrain Vehicles (ATVs)

Recreational Use: use that is primarily for the enjoyment of individuals and families, and is not party to commercial enterprise other than resorts, campgrounds, and bed and breakfasts

Recreational Vehicle (RV): any unit incorporated in, attached to, or intended to be attached to a motorized vehicle that provides living or sleeping facilities—includes, but is not limited to, travel trailers, campers, fifth-wheel campers, over-the-pickup cab campers, pop-up campers, fold-out campers, pickup topper campers, camper cars, bus campers, mini-homes, motor homes, and other similar units

Recreational Camping Vehicle Park Campground: an area accessible by vehicle, containing sites for travel trailers or recreational camping vehicles, and with central water supply and central on-site sewage treatment facilities connected to each site

Registered Land Survey. a survey meeting the requirements of a County Subdivision Ordinance prepared by a licensed professional surveyor

Related Essential Services: see Essential Services

Resort: any buildings, structures, or enclosures kept, used, maintained, or advertised as, or held out to the public to be an enclosure where sleeping accommodations are furnished to the public and primarily to those seeking recreation, for periods of one day, one week, or longer, and having for rent three or more cottages, rooms, or enclosures

Restoration: the process of returning a site to its normal, original, or previous state

Riparian Lot: a lot that abuts public waters

River Corridor or “River”: — see MHB Corridor

River Classification / Wild: river segments that are located in forested, sparsely populated areas; predominant land uses include: multiple-use forestry, some recreation facilities, seasonal residential, and some year-around residential within commuting distance of major towns; (Low intensity recreational uses of these rivers and adjacent lands are common.) — see Appendix 1, Section E

River Classification, Scenic: river segments that are generally located in the middle reaches of river systems—common land uses include forests with riparian development strips and mixtures of cultivated, pasture, and forested beyond; some seasonal and year-around residential development exists, particularly within commuting distances of major towns (The types and intensities of recreational uses within this class vary widely.) — see Appendix 1, Section E

Road: a public right-of-way affording primary access by pedestrians and vehicles to abutting properties, whether designated as a street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place, or however otherwise designated—ingress and egress easements shall not be considered roads

Sand and Gravel Borrow Pits: the removal of topsoil, sand, gravel, clay, rock, and surficial geologic deposits of unconsolidated material using shovels, loaders, trucks, and other similar equipment

Sanitary Facilities: accommodations such as toilet, bathroom, shower, and floor drains — see Individual Sewage Treatment System

Screening: fencing, an earthen berm, or vegetative growth that visually separates one object from another

Selective Cutting: the removal of single scattered trees

Setback: the minimum horizontal distance between a structure, ISTS, or other facility and the ordinary high-water mark, road, top of a bluff, highway, property line, or other facility

Setback Area: the area between the minimum building line and the ordinary high-water mark of the River or the Headwaters Lakes

Sewage Treatment System: — see Individual Sewage Treatment System

Sewered Area: the shoreland area of a lake or river area where the residents are served by a municipal wastewater-treatment system or Subordinate Service District (SSD) established by the Zoning Authority and the LGU for the purpose of sanitation

Shore Impact Zone: land located between the ordinary high-water level of a public water and a line parallel to it, at a setback of 50 percent of the structure setback

Shrub: a woody plant up to 4 inches in diameter and/or 1 foot to 8 feet in height

Sign: any letter, work, symbol, model, printed, projected, or affixed device, poster, picture, reading matter, or other representation in the nature of advertisement, announcement, direction, or informative device—including structural and component parts—that is located outdoors

Significant Cultural or Historic Site: any archaeological or historic site, standing structure or any other property that meets the criteria for eligibility to the National Register of Historic Places or is listed in the State Register of Historic Sites or is determined to be an unplatted cemetery that falls under the provisions of Minn. Stat. § 307.08

NOTE: A historic site meets this criterion if it is presently listed on either register or if it is determined to meet the qualifications for listing after review by the Minnesota State Archaeologist, the Director of the MHS, the Leech Lake Tribe, or the MHB.

(All unplatted cemeteries are automatically considered to be significant historic sites.)

Single Family Residence: a dwelling occupied by only one (1) family, and so designed and arranged as to provide cooking and kitchen accommodations and sanitary facilities for one (1) family only, together with such domestic help as may be necessary to service and maintain the premises and their occupants

Site Plan (SP): a Plan developed by the local zoning authority

Slope: the degree of deviation of a surface from the horizontal, usually expressed in percent

Solid Waste: garbage, refuse, and other discarded solid materials, including solid waste materials, resulting from industrial, commercial, agricultural operations, residential uses, and community activities, but does not include earthen fill, boulders, rock and other materials normally handled in construction operations, animal waste used as fertilizer, any permitted material disposed of as soil amendment, solids or dissolved material in domestic sewage or other significant pollutants in water resources, such as silt, wastewater effluent, dissolved materials, suspended solids in irrigation return flows, or other water pollutants

Stairways, Lifts, and Landings: any structure providing access up and down a slope — see Lift

Standards: the minimum standards under Minn. Stat. § 103F.369, Subd. 3

Steep Slope: land where agricultural activity or development is not recommended or described as poorly suited due to slope steepness and the site's soil characteristics, as mapped and described in available county soil surveys or other technical reports, unless appropriate design and construction techniques and farming practices are used in accordance with the provisions of this Comprehensive Plan—where specific information is not available, steep slopes are lands having average slopes over 12 percent, as measured over horizontal distances of 50 feet or more

Storage Building: — see Structure

Structure: any building, sign, or appurtenances to the building or sign, except aerial or underground utility lines, such as sewer, electric, telephone, telegraph, or gas lines, including towers, poles, and other supporting appurtenances

Structure Height: the vertical distance between the highest adjoining ground level at the building or ten feet above the lowest ground level, whichever is lower, and the highest point of a flat roof or average height of the highest gable of a pitched or hipped roof

Structure Setback: the line measured across the width of the lot at the point where a structure or campsite is placed in accordance with setback provisions

Subdivision: land that is divided for the purpose of sale, rent or lease, including PUDS, regulated by Subdivision Ordinances

Sub-standard Use: — see Nonconforming Use

Suitability Analysis: consideration by the responsible unit of government of the susceptibility to flooding, existence of wetlands, inadequate drainage, soil and rock formation with severe limitations for development, severe erosion potential, topography, inadequate water supply, sewage treatment capabilities, near-shore aquatic conditions unsuitable or water-based recreation, fish or wildlife habitat, significant cultural site, any other feature of the natural land likely to be harmful to the health, safety, or welfare of the future

residents of the proposed subdivision or the community (MHB 1992 Section 20.1)

Toe of the Bluff: the point on a bluff where there is, as visually observed, a clearly identifiable break in the slope from gentler to steeper slope above. If no break is apparent, the toe of bluff shall be determined to be the lower end of a ten foot segment, measured on the ground, with an average slope exceeding 18 percent

Top of the Bluff: the point on a bluff where there is, as visually observed, a clearly identifiable break in the slope from steeper to gentler slope above; if no break is apparent, the top of bluff shall be determined to be the upper end of a ten-foot segment, measured on the ground, with an average slope exceeding 18 percent

Top of Bank: for the purposes of determining setbacks, the point at the edge of a river where hydric (wetland) soils end and non-hydric (upland) soils begin

Travel Trailer or Camper: a unit no more than eight feet wide and less than forty feet in length—but not limited to—designed for short-term occupancy and designed to be pulled behind a vehicle, upon the frame of a truck, or self-propelled units

Tree: a woody plant 4 inches or more in diameter or 8 feet or more in height

Use: the purpose or activity for which the land or building thereon is designated, arranged, or intended, or for which it is occupied, utilized, or maintained

Utility Transmission Lines: main lines and connections of utility lines providing essential services

Variance: any modification or variation of official controls where it is determined that, by reason of exceptional circumstances, the strict enforcement of the official controls would cause unnecessary hardship

Vegetation: the sum total of trees and shrubs in an area

Vegetative Buffer: a strip of well-rooted, natural vegetation at least ten feet wide, consisting of a mixture of grasses, shrubs and tree — see Filter Strip

Water-Oriented Accessory Structure or Facility: a small, above ground building or other improvement, except stairways, fences, docks, and retaining walls, which because of the relationship of its use to a surface water feature, reasonably needs to be located closer to the public waters than the normal structure setback. Examples of such structures and facilities include equipment storage buildings, gazebos, screen houses, fish houses, pump houses, patios and detached decks.

Wetlands: land transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water—for purposes of this definition, wetlands must have the following three attributes: 1) have a predominance of hydric soils; 2) are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; 3) under normal circumstances

support a prevalence of such hydrophytic vegetation

Wetlands Conservation Act (WCA): an act of the Minnesota Legislature to provide comprehensive wetland protection

Zoning Authority: the entity designated by the county, LGU, or LLBO to administer zoning matters. Means counties, organized townships, local and special governmental units, joint powers boards, councils, commissions, boards, districts, and all state agencies and departments within the comprehensive management plan corridor, excluding statutory or home rule charter cities.

Abbreviations and Acronyms

ACOE or USACE	(U.S.) Army Corps of Engineers
AHRI	American Heritage Rivers Initiative
BMP	Best Management Practices
BWSR	(Minnesota) Board of Water and Soil Resources
CHU and CIC	Cluster Housing Units and Common Interest Community
CWP	Clean Water Partnership
DNR or MN DNR	(Minnesota) Department of Natural Resources
DOT	(Minnesota) Department of Transportation
EPA	(U.S.) Environmental Protection Agency
EQB	(Minnesota) Environmental Quality Board
FRC	Forest Resources Council
GD	General Development (a DNR lake classification)
GIS	Geographic Information System
ISTS	Individual Sewage Treatment System
LCMR	Legislative Commission on Minnesota Resources
LGU	Local Governmental Unit
LLBO	Leech Lake Band of Ojibwe
MDH	Minnesota Department of Health
MHAC	Mississippi Headwaters Advisory Committee
MHB	Mississippi Headwaters Board
MFRC	Minnesota Forest Resource Council
MHS	Minnesota Historical Society
MPCA or PCA	Minnesota Pollution Control Agency
NE	Natural Environment (a DNR lake classification)
NRCS	(U.S.) Natural Resources Conservation Service
OEA	Office of Environmental Assistance
OHWM	Ordinary High Water Mark

PUD	Planned Unit Development
RD	Recreational Development (a DNR lake classification)
RM	River Mile
SP	Site Plan
SSD	Subordinate Service District
SWCD	Soil and Water Conservation District
USFS	United States Forest Service
WCA	Wetlands Conservation Act

Appendix 3.
Official Zoning Maps
of the MHB Corridor

Mississippi Headwaters Corridor Official Zoning Maps

Mississippi Headwaters Corridor

The MHB Interactive Map is defining the Corridor under the jurisdiction of the MHB on the Mississippi River and on the Headwaters Lakes of Carr, Irving, Bemidji, Stump, Wolf, Andrusia, Cass, Winnibigoshish and Little Winnie. The Map is provided for the length of the river for the unincorporated areas of the counties of Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison. There is no Corridor in areas incorporated as municipalities.

Map Delineation

The MHB Interactive map is only a representation of the Headwaters Corridor and is not meant as delineations or specifications for the purposes of Public Land Survey systems or methods. The MHB will continue to rely upon the zoning staff to determine if parcels are located in the Mississippi Headwaters Corridor.

<http://www.mississippiheadwaters.org/comprehensiveManagementPlan.asp>

Appendix 4.

County Board Resolution of Adoption

Appendix 5.

1980 Joint-Powers Board Agreement

<http://mississippiheadwaters.org/comprehensiveManagementPlan.asp>

Appendix 6.

Minnesota Statutes § 103F.361-377

<https://www.revisor.mn.gov/statutes/?id=103F.361>

Appendix 7

List of Partners

The following is a comprehensive list of past, present, and future MHB supporters and partners (not to be considered exclusive)

Mississippi Headwaters Board Partners

Federal

- Environmental Protection Agency
- US Army Corps of Engineers
- USFS Chippewa National Forest
- Department of Transportation
- National Park Service

State

- Board of Water and Soil Resources
- Department of Natural Resources
- Environmental Quality Council (EQB)
- Itasca State Park
- Legislative Citizens Commission on MN Resources
- Minnesota Historical Society
- Minnesota State Archeology
- MN Department of Health
- MN Department of Transportation
- Office of Environmental Assistance
- MN Pollution Control Agency

County

- County Commissioners
- Planning and Zoning Offices
- County Highway Departments
- County Historical Societies
- Land Commissioners
- Soil and Water Conservation Districts
- Local Water Planning Task Force
- Sentence to Serve

Regional

- American Heritage River Initiative
- Leech Lake Band of Ojibwe
 - Heritage Center
 - Dept. of Resource Management
- Mille Lacs Band of Ojibwe
- River Defense Network
- Mississippi River Parkway Commission
- Mississippi River Basin Alliance
- River Watch Network
- River Network

Other Local Governments

- City of Cass Lake
- City of Little Falls
- City of Baxter
- City of Brainerd
- City of Riverton
- City of Palisade
- City of Aitkin
- City of Grand Rapids
- City of Cohasset

City of La Prairie
City of Walker
City of Bemidji
Bemidji Township
Northern Township
Ten Lake Township
Greater Bemidji Area JPB
Schools

Organizations

Big Sandy Lake Assoc.
Economic Regional Groups
Great River/Great People
Lake Bemidji Watershed Project
Minnesota Power
Mississippi Headwaters Canoe Club
Ottertail Power
Pokegama Lake Assoc.
Tri-County Leech Lake Assoc.
Whitefish Area Property Owners Assoc.
Retired Senior Volunteer Program (RSVP)
Visitors Bureaus and Chambers of Commerce
Star Island Protective League
Enbridge

Foundations

Blandin Foundation
McKnight Foundation
Initiative Foundation



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: MCIT Report

<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*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Kevin Balfanz, MCIT Director of Field Services	Estimated Time Needed: 20 minutes
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Summary of Issue:

Kevin Balfanz, MCIT Director of Field Services will present the 2019 MCIT Report to the Board. He will bring copies of the report to the meeting.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
No action required.

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

4C
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Accept Henricksen Furniture Proposal

<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: 10 Minutes
Summary of Issue: Attached is a proposal from Henricksen to supply and install furniture in the Government Center and Judicial Center. The proposal meets all bidding requirements through the use of state contracts.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve/Accept proposal from Henricksen in the amount of \$459,744.13.		
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> \$ 459,744.13 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> \$223,380.87 currently remains in the project budget for FFE expenses. The difference will be paid using bond interest in the amount of \$184,354.00 and \$52,009.26 of Enbridge easement funds.		

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



Board of County Commissioners Agenda Request

4D
Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Discuss 2020 Commissioner's Budget

<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)	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 Minutes
Summary of Issue: A copy of the proposed 2020 Commissioner budget is attached for discussion and direction.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Discussion and direction for staff.		
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>		

Commissioners

AccountNumber	ACCOUNTDESCRIPTION	ACCOUNTTYPECODE	PERCENTAGE				
			2019 BUDGETED	2020 BUDGETED	INCREASE/ DECREASE	INCREASE/ DECREASE	
01-001-000-0000-6101	Salaries	6	156,559.00	162,822.00	6,263.00	4.00%	
01-001-000-0000-6108	Meals (Not Overnight)	6	100.00	100.00	0.00	0.00%	
01-001-000-0000-6124	Medicare-Employer 1.45%	6	2,270.00	2,361.00	91.00	4.01%	
01-001-000-0000-6148	Employer Deduct Contribution-HSA	6	8,760.00	9,270.00	510.00		
01-001-000-0000-6149	Employer Deduct Contribution-Veba	6	2,260.00	2,260.00	0.00	0.00%	
01-001-000-0000-6150	Health Insurance-Employer	6	33,934.00	35,861.00	1,927.00	5.68%	
01-001-000-0000-6152	Life Insurance-Employer	6	427.00	467.00	40.00	9.37%	
01-001-000-0000-6162	Pera-Dcp 5%	6	7,828.00	8,141.00	313.00	4.00%	
01-001-000-0000-6168	NACO Deferred Comp ER in Lieu Health Ins	6	2,750.00	2,750.00	0.00		
01-001-000-0000-6205	Postage	6	50.00	50.00	0.00	0.00%	
01-001-000-0000-6230	Printing, Publishing & Adv	6	2,500.00	2,750.00	250.00	10.00%	
01-001-000-0000-6241	Registration Fee	6	6,300.00	6,300.00	0.00	0.00%	
01-001-000-0000-6250	Telephone	6	2,420.00	2,000.00	(420.00)	-17.36%	
01-001-000-0000-6330	Transportation & Travel & Parking	6	14,400.00	12,000.00	(2,400.00)	-16.67%	
01-001-000-0000-6332	Hotel / Motel Lodging	6	6,704.00	6,500.00	(204.00)	-3.04%	
01-001-000-0000-6340	Meals (Overnight)	6	400.00	400.00	0.00	0.00%	
01-001-000-0000-6352	Insurance	6	930.00	950.00	20.00	2.15%	
01-001-000-0000-6353	Workers Compensation Insurance	6	533.00	553.00	20.00	3.75%	
01-001-000-0000-6405	Office & Computer Supplies	6	750.00	1,200.00	450.00	60.00%	
			REVENUE	0.00	0.00	0	0
			EXPENDITURES	249,875.00	256,735.00	6,860.00	2.75%
			NET	249,875.00	256,735.00	6,860.00	2.75%



Aitkin County Board of Commissioners

Agenda Request Form

5

Agenda Item #

Requested Meeting Date: July 9, 2019

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	3 rd 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	Monthly	3 rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 rd Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 st Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 rd or 4 th Thurs.	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	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 th Monday	Pratt and Land Cmr Courtemanche
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	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 rd Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 th Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Pratt and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 th Thursday	Marcotte, Alt. Sheriff
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	2 nd Tuesday	Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 th Monday	Pratt
Sobriety Court	Bi-Monthly	3 rd Thursday	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

6A

Agenda Item #

Requested Meeting Date: July 9, 2019

Title of Item: Closed Session Under MN Statute 13D.05 Subd 3(c)(3)

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

Re: Real estate purchase 01-0-051400

Closed Session Under MN Statute 13D.05 Subd 3(c)(3), to develop or consider offers or counteroffers for the purchase of real or personal property.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Reopen meeting after the Closed Session and authorize proceeding with acquisition of Parcel #01-0-051400

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:*