

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS September 22, 2020 – BOARD AGENDA

Aitkin Public Library

- 9:00 1) Bill Pratt, County Board Chair
- A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
- 9:05 E) Health & Human Services (see separate HHS agenda)
- 9:55 Break
- 10:05 F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File September 8, 2020 to September 21, 2020
 - B) Approve September 8, 2020 County Board Minutes
 - C) Approve Electronic Funds Transfers
 - D) Approve Commissioner's Vouchers
 - E) Approve Auditor's Vouchers – August 2020 Sales & Use Tax
 - F) Approve Auditor's Vouchers – Road & Bridge Contracts
 - G) Approve Manual Warrants/Voids/Corrections – August Mtg. Reg & Deed Tax
 - H) Approve Manual Warrants/Voids/Corrections – Elan Pd 9/3/20
 - I) Approve Manual Warrants/Voids/Corrections – Returned Checks – Property Taxes
 - J) Approve Manual Warrants/Voids/Corrections – Camping Refunds
 - K) Approve Manual Warrants/Voids/Corrections – Credit Card Fees – LLCC
 - L) Approve Manual Warrants/Voids/Corrections – FSA Claims
 - M) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims
 - N) Approve Manual Warrants/Voids/Corrections – Elan pd 9/3/20 - Allocated
 - O) Approve Manual Warrants/Voids/Corrections – Camping Refunds
 - P) Approve Affidavit for Duplicate of Lost Warrant
 - Q) Approve Personnel Committee Recommendations
 - R) Approve Social Security Withholdings Information Only
 - S) Approve Transfer of Merchandise from LLCC to LLCF
 - T) Adopt Resolution Set Unorganized Township Levy for 2021

- 10:07 3) John Welle – County Engineer
A) Adopt Resolution: Support for MHFP Grant Application – Hwy 169
B) Adopt Resolution: Award Highway Department Office Addition –
Renovation Contract
- 10:32 4) Mike Dangers – County Assessor
A) Approve Public Access to Pictometry Ortho Photos
- 10:42 5) Bobbie Danielson – HR Director
A) Approve Personnel Committee Recommendations
B) Approve Personnel Committee Recommendations, Continued
- 11:00 6) Rich Courtemanche – Land Commissioner
A) Public Hearing – Monse – Class B Land Exchange at 11:00am
- 11:15 7) Ross Wagner – Economic Dev/Forest Ind. Coord
A) Approve Aitkin County CARES for Business Grants
- 11:45 8) Jessica Seibert – County Administrator
A) Approve 2021 Preliminary Levy
B) Approve 2021 Capital Improvement Plan
C) Approve 2021 Legislative Priorities
D) Fund Balance Discussion
- 12:15 9) Committee Updates
- 12:45 Adjourn

AITKIN COUNTY BOARD

September 8, 2020

The Aitkin County Board of Commissioners met this 8th day of September, 2020 at 9:03 a.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, Anne Marcotte, County Administrator Jessica Seibert, Administrative Assistant Angie Sahr, and Trainee Nikki Knutson.

Call to Order

Motion made by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all voting yes to approve the September 8, 2020 agenda.

Approved Agenda

**AITKIN COUNTY HEALTH
BOARD MEETING MINUTES
September 8, 2020**

Representative Dale Lueck gave an update on the Special Session, Line 3, and Budget.

Citizens' Public Comment

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows. A) Correspondence File September 8, 2020 to September 21, 2020; B) Approve August 25, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$1,211,011.89; D) Approve Commissioner Vouchers: General Fund \$102,679.95, Reserves Fund \$15,000.00, Road & Bridge \$89,542.24, Health & Human Services \$45,497.02, Special Revenue \$6,568.00, Trust \$6,142.61, Forest Development \$29,165.96, Capital Project \$297.01, Long Lake Conservation Center \$232.45, Parks \$21,735.04, Collaborative \$31,500.00 for a total of \$348,360.28; E) Approve Auditor's Vouchers – R&B Auditor Payment: R&B \$258,097.84; F) Approve Auditor's Vouchers – R&B Contract, IT COVID Expense: General Fund \$26,417.00, R&B \$399,837.75, for a total of \$426,254.75; G) Approve Auditor's Vouchers – Taconite Aid payment: Agency \$145,378.00; H) Approve Auditor's Vouchers – Contegritty Payments, Hwy Dump Truck: Road & Bridge \$28,675.14, Capital Project \$195,089.34, for a total of \$223,764.48; I) Approve Manual Warrants/Voids/Corrections – August Participant Fees: General Fund \$751.60; J) Approve Manual Warrants/Voids/Corrections – FSA Claims, MN CARE Tax: General Fund \$10.00, Health & Human Services \$190.35, for a total of \$200.35; K) Approve Manual Warrants/Voids/Corrections – ELAN Paid 8/20/20: General Fund \$10,355.83, for a total of \$10,355.83; L) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID): Parks \$100.00, for a total of \$100.00; M) Approve Manual Warrants/Voids/Corrections – ELAN Paid 8/20/20 - Allocated: General Fund \$-3,601.92, Reserves Fund \$2,632.87, Road & Bridge \$209.79, Health & Human Services \$889.23, Long Lake Conservation Center \$-129.97, for a total of \$0.00; N) Approve Manual Warrants/Voids/Corrections – General Fund \$1,268.94, for a total of \$1,268.94; O) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$3,410.96, for a total of \$3,410.96; P) Approve Easement for Access to Compost Site; Q) Approve Fairgrounds Deer Hunting Request; R) Adopt Resolution: Precision Pipeline LLCC – Lease Request; S) Adopt Resolution: Application to Repurchase Tax-forfeited Property; T) Adopt Resolution: Search & Rescue Donation – Libby Township; U) Adopt Resolution: County Assessor Reappointment; V) Adopt Resolution: Set Unorganized Township Levies for 2021; W) Adopt Resolution: Unorganized Township Special Legislation; X) Adopt Resolution: Accept CARES Act Grant Application/Agreement with Townships;

Consent Agenda

<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Easement for Access to Compost Site.</p>	<p>Easement for Access to Compost Site</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Fairgrounds Deer Hunting Request.</p>	<p>Fairgrounds Deer Hunting Request</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Precision Pipeline LLC – Lease Request.</p>	<p>Resolution #20200908-073 Precision Pipeline LLC – Lease Request</p>
<p>BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 1, the County Auditor be and is hereby authorized to issue to Precision Pipeline LLCC, with an office located at 3314 56th St, Eau Claire, WI 54703, a lease to use said described land, if consistent with the law, as in the special conditions set forth herein,</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Application to Repurchase Tax-forfeited Property</p>	<p>Resolution #20200908-074 Application to Repurchase Tax-forfeited Property</p>
<p>BE IT RESOLVED, That the application of Alexander W. Biros and Stormy A. Pike for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Search & Rescue Donation – Libby Township</p>	<p>Resolution #20200908-075 Search & Rescue Donation – Libby Township</p>
<p>BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution County Assessor Reappointment</p>	<p>Resolution #20200908-076 County Assessor Reappointment</p>
<p>BE IT RESOLVED, that Mike Dangers is hereby reappointed County Assessor of Aitkin County for a four-year term commencing January 1, 2021, pursuant to the provisions of Minnesota Statute, Section 273.061.</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Set Unorganized Township Levies for 2021</p>	<p>Resolution #20200908-077 Set Unorganized Township Levies for 2021</p>
<p>BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2021 for Fire Protection purposes:</p>	

Unorg Township	
52-22	\$16000
51-22	\$150
45-24	\$600
47-24	\$1850
52-24	\$1250
50-25	\$1600
51-25	\$300
52-25	\$1200
50-26	\$1600
48-27	\$2500
49-27	\$5000
50-27	\$350
51-27	\$1250
52-27	\$6000

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Unorganized Township Special Legislation

**Resolution
#20200908-078
Unorganized
Township Special
Legislation**

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve Minnesota Law Chapter 100, Section 29 by completing the Certificate of Approval of Special Law by Governing Body, granting Aitkin County authority to combine and expend road and bridge funds collected from unorganized townships.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Accept CARES Act Grant Application/Agreement with Townships

**Resolution
#20200908-079
Accept CARES
Act Grant
Application/
Agreement with
Townships**

BE IT RESOLVED that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved; and

BE IT FURTHER RESOLVED, that the Board hereby appropriates the required match amount as indicted in the application for the purposes set forth in the grant application [ALTERNATIVE: BE IT FURTHER RESOLVED that the Board directs the spending of existing county funds in an amount equivalent to the required match indicated in the application on the purposes for which the grant is received]

BE IT FURTHER RESOLVED, that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity; and

BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the county, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board; and

BE IT FINALLY RESOLVED, that the chief elections officer of the county is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution Unorganized Township Levies - Cemetery

**Resolution
#20200908-080
Unorganized
Township Levies
Cemetery**

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2021 for Cemetery (Revenue):

Unorganized Township Cemetery:

Shovel Lake Cemetery	
51-27	\$600
52-27	\$600

Hebron Cemetery	
50-25	\$1,500

Randy Quale – County Surveyor presented a County Surveyor Update.

**County Surveyor
Update**

Mike Dangers – County Assessor presented the Pictometry Aerial Photography Update.

**Pictometry Aerial
Photography
Update**

Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried, all members present voted to continue to next meeting.

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members present voted to approve the Disaster Abatements and Credits.

**Individual
Disaster
Abatements and
Credits**

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members present voted to approve Pine Haven Estates Final Plat.

**Pine Haven
Estates Final Plat**

Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried, all members present voted to approve Floor Coverings by ETS Health.

**Approval of Floor
Coverings by ETS
Health**

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

**County
Administrator
Updates**

- Administrator Updates
- Preparation of Legislative Priorities, Capital Improvement Plan, and Preliminary Budget
- Budget Committee Meeting
- Economic Development Meeting
- MACA CARES call w/MMB

- Touched base with Senator Carrie Ruud & Representative Dale Lueck in regards to a visit
- Phone call with Senator Klobuchar with Cynthia & Kim
- MACA Executive Committee Meeting
- Staff 1:1's

Jessica Seibert, County Administrator discussed 2021 Legislative Priorities Discussion with the Board.

2021 Legislative Priorities Discussion

Jessica Seibert, County Administrator discussed use of Con-Con Funds with the Board.

Con-Con Fund Discussion

Jessica Seibert, County Administrator discussed 2021-2025 Capital Improvement Plan with the Board.

2021-2025 Capital Improvement Plan Discussion

Jessica Seibert, County Administrator discussed 2021 Proposed Preliminary Budget Presentation with the Board.

2021 Proposed Preliminary Budget

Jessica Seibert, County Administrator discussed CARES Fund.

CARES Fund Discussion

The Board discussed: Budget Committee, Economic Development, HRA, AMC, One Watershed One Plan, Aitkin Airport, McGregor Airport Commission, HHS Advisory, N-Club.

Board Discussion

Motion by Commissioner Marcotte seconded by Commissioner Wedel and carried, all members voting yes to adjourn the meeting at 11:46 p.m. until Tuesday, September 22, 2020 at the Aitkin Public Library.

Adjourn

William Pratt, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 9/22/2020

Title of Item: Electronic funds transfers

<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: Lori Grams	Department: County Treasurer
------------------------------------	--

Presenter (Name and Title): N/A	Estimated Time Needed:
---	-------------------------------

Summary of Issue:
Electronic funds transfers thru 09/14/2020

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 TRANSFER

Thru September 14, 2020 Board Meeting September 22, 2020

Date	Amount	Reason
9/2/20	\$3,410.96	Manual Abstract
9/3/20	\$6,473.82	Manual Abstract
9/3/20	\$60.00	Manual Abstract
9/3/20	\$78.48	Manual Abstract
9/4/20	\$2,654.86	Auditor Warrants
9/4/20	\$54,687.97	Commissioner Warrants
9/4/20	\$4,172.75	Auditor Warrants
9/9/20	\$138,327.88	Manual Abstract
9/10/20	\$20,838.87	Commissioner Warrants
9/10/20	\$3,538.12	Manual Abstract
9/11/20	\$2,411.46	Auditor Warrants
9/11/20	\$567,981.00	Payroll Abstract
<hr/>		
	\$804,636.17	

2D

WLC1
9/15/20 2:22PM

Aitkin County



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

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
1	DEPT			Commissioners			
15240	AT&T Mobility						
	01-001-000-0000-6250		76.46	wireless	287298817699	Telephone	N
15240	AT&T Mobility		76.46	1 Transactions			
14289	Pratt/Bill						
	01-001-000-0000-6330		138.00	Aug Mileage		Transportation & Travel & Parking	N
14289	Pratt/Bill		138.00	1 Transactions			
1	DEPT Total:		214.46	Commissioners	2 Vendors	2 Transactions	
12	DEPT			Court Administration			
9323	Jill Avery						
	01-012-000-0000-6232		187.50	01-P4-99-194		Attorney Services	Y
9323	Jill Avery		187.50	1 Transactions			
9046	Loffler Companies						
	01-012-000-0000-6250		26.11	Court Admin	00001085	Telephone	N
9046	Loffler Companies		26.11	1 Transactions			
5176	Wetzel Law Firm						
	01-012-000-0000-6232		45.00	01-PX-99-99	15338	Attorney Services	Y
5176	Wetzel Law Firm		45.00	1 Transactions			
12	DEPT Total:		258.61	Court Administration	3 Vendors	3 Transactions	
40	DEPT			Auditor			
9046	Loffler Companies						
	01-040-000-0000-6250		31.33	Auditor	00001085	Telephone	N
	01-040-021-0000-6250		26.11	License Center	00001085	License Center- Phone	N
9046	Loffler Companies		57.44	2 Transactions			
8168	Pro Form Business Systems, Inc						
	01-040-000-0000-6405		1,054.85	BLANK COMMISSIONER WARRANTS	6563	Office & Computer Supplies	N
8168	Pro Form Business Systems, Inc		1,054.85	1 Transactions			
40	DEPT Total:		1,112.29	Auditor	2 Vendors	3 Transactions	

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
41	DEPT			Internal Audit		
	12780 CliftonLarsonAllen, LLP					
	01- 041- 000- 0000- 6231		25,000.00	PROGRESS BILLING #5- 2019 AUDIT	2600463	Services, Labor, Etc Y
	01- 041- 000- 0000- 6231		1,250.00	TECH AND CLIENT SUPPORT	2600463	Services, Labor, Etc Y
	12780 CliftonLarsonAllen, LLP		26,250.00	2 Transactions		
41	DEPT Total:		26,250.00	Internal Audit	1 Vendors	2 Transactions
42	DEPT			Treasurer		
	4173 Grams/Lori					
	01- 042- 000- 0000- 6405		10.12	Marriage License Paper		Office & Computer Supplies N
	4173 Grams/Lori		10.12	1 Transactions		
	9046 Loffler Companies					
	01- 042- 000- 0000- 6250		15.66	Treasurer	00001085	Telephone N
	9046 Loffler Companies		15.66	1 Transactions		
	4689 Metro Sales Inc					
	01- 042- 000- 0000- 6231		214.39	Ricoh/20515S Contract	1660117	Services, Labor, Contracts N
				06/07/2020 09/06/2020		
	4689 Metro Sales Inc		214.39	1 Transactions		
	86235 The Office Shop Inc					
	01- 042- 000- 0000- 6405		14.05	CLI protector	1084931- 0	Office & Computer Supplies N
	01- 042- 000- 0000- 6405		15.01-	Laminate return	C312274- 0	Office & Computer Supplies N
	86235 The Office Shop Inc		0.96-	2 Transactions		
	14330 US Bank					
	01- 042- 000- 0000- 6231		117.53	Copier Contract Ricoh 5054SP	423322270	Services, Labor, Contracts N
	14330 US Bank		117.53	1 Transactions		
42	DEPT Total:		356.74	Treasurer	5 Vendors	6 Transactions
43	DEPT			Assessor		
	10452 AT&T Mobility					
	01- 043- 000- 0000- 6250		395.43	wireless	287298660812	Telephone N
	10452 AT&T Mobility		395.43	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
4641	Holiday Credit Office 01-043-000-0000-6511		554.57	August Fuel	1400-000-147-4	Gas And Oil	N
4641	Holiday Credit Office		554.57	1 Transactions			
9046	Loffler Companies 01-043-000-0000-6250		62.66	Assessor	00001085	Telephone	N
9046	Loffler Companies		62.66	1 Transactions			
86235	The Office Shop Inc 01-043-000-0000-6405		24.79	Sticky notes, scotch tape	1084326-0	Office, Film & Computer Supplies	N
86235	The Office Shop Inc		24.79	1 Transactions			
43	DEPT Total:		1,037.45	Assessor	4 Vendors	4 Transactions	
44	DEPT			Central Services			
10452	AT&T Mobility 01-044-920-0000-6800		38.23	AUDITOR HOTSPOT	287298525602	COVID Related Expenditures	N
10452	AT&T Mobility		38.23	1 Transactions			
13725	Beartooth True Value 01-044-920-0000-6800		16.99	Covid-19 Shower Curtain 09/28/2020	B129652	COVID Related Expenditures	N
13725	Beartooth True Value		16.99	1 Transactions			
88628	Dalco Enterprises, Inc. 01-044-920-0000-6800		43.56	Sanitizer dispensers - ACLD	3650540	COVID Related Expenditures	N
	01-044-920-0000-6800		278.60	Face Shields/Hand San - ACLD	3654097	COVID Related Expenditures	N
	01-044-920-0000-6800		32.67	Foaming Sanitizer Dispensers	3654097	COVID Related Expenditures	N
	01-044-920-0000-6800		290.64	Alpha Disinfectant - C/H	3657864	COVID Related Expenditures	N
	01-044-920-0000-6800		290.64	Alpha Disinfectant - C/H	3661520	COVID Related Expenditures	N
	01-044-920-0000-6800		130.68	Sanitizer dispensers - C/H	3661525	COVID Related Expenditures	N
	01-044-920-0000-6800		53.70	TB- Cide C/H	3661549	COVID Related Expenditures	N
	01-044-920-0000-6800		279.96	OXIVIR WIPES	3665366	COVID Related Expenditures	N
	01-044-920-0000-6800		217.98	ALPHA DISINFECTANT	3665368	COVID Related Expenditures	N
	01-044-920-0000-6800		435.96	ALPHA DISINFECTANT	3665375	COVID Related Expenditures	N
	01-044-920-0000-6800		145.32	ALPHA DISINFECTED	3665384	COVID Related Expenditures	N
88628	Dalco Enterprises, Inc.		2,199.71	11 Transactions			
9046	Loffler Companies						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9046	Loffler Companies			26.11	Soil and Water	00001085	Telephone	N
				26.11				
89081	North Ambulance Brainerd							
	01- 044- 000- 0000- 6841			2,070.00	Aug 2020 Subsidy		Ambulance Appropriations	N
89081	North Ambulance Brainerd			2,070.00		1 Transactions		
3724	Performance Office Papers							
	01- 044- 000- 0000- 6405			1,040.00	copy paper	412110- 00	Office & Computer Supplies	N
3724	Performance Office Papers			1,040.00		1 Transactions		
13722	Quadient Finance USA, Inc.							
	01- 044- 048- 0000- 6405			258.10	Ink	16155254	Postage Supplies	N
13722	Quadient Finance USA, Inc.			258.10		1 Transactions		
9261	RTVision, Inc.							
	01- 044- 000- 0000- 6231			7,500.00	GOVAP SOFTWARE LICENSE	2020- 101185	Services, Labor, Contracts	N
					09/19/2020 09/18/2021			
9261	RTVision, Inc.			7,500.00		1 Transactions		
86235	The Office Shop Inc							
	01- 044- 920- 0000- 6800			210.93	Covid- 19 Divider Panels	1083406- 1	COVID Related Expenditures	N
					08/05/2020			
	01- 044- 000- 0000- 6231			203.30	Copy charges	312462- 0	Services, Labor, Contracts	N
86235	The Office Shop Inc			414.23		2 Transactions		
44	DEPT Total:			13,563.37	Central Services	9 Vendors	20 Transactions	
49	DEPT				Information Technologies			
9046	Loffler Companies							
	01- 049- 000- 0000- 6250			31.33	IT	00001085	Telephone	N
9046	Loffler Companies			31.33		1 Transactions		
49	DEPT Total:			31.33	Information Technologies	1 Vendors	1 Transactions	
52	DEPT				Administration			
15240	AT&T Mobility							
	01- 052- 000- 0000- 6250			50.26	wireless	287298817699	Telephone	N

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



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	
15240	AT&T Mobility					
		50.26	1 Transactions			
9046	Loffler Companies					
	01-052-000-0000-6405	36.55	Administration	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
36.55						
86235	The Office Shop Inc					
	01-052-000-0000-6405	6.73	Legal paper	1084659-0	Office & Computer Supplies	N
	01-052-000-0000-6405	15.90	Received date stamp	1084659-1	Office & Computer Supplies	N
86235	The Office Shop Inc		2 Transactions			
22.63						
52	DEPT Total:	109.44	Administration	3 Vendors	4 Transactions	
53	DEPT		Human Resources			
15240	AT&T Mobility					
	01-053-000-0000-6250	50.26	wireless	287299383308	Telephone	N
15240	AT&T Mobility		1 Transactions			
50.26						
9046	Loffler Companies					
	01-053-000-0000-6250	15.66	Human Resources	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
15.66						
12048	McDowell Agency, Inc./The					
	01-053-000-0000-6234	397.00	Background screenings	125314	Background Check Fees	N
12048	McDowell Agency, Inc./The		1 Transactions			
397.00						
53	DEPT Total:	462.92	Human Resources	3 Vendors	3 Transactions	
60	DEPT		Elections			
2992	APG Media of MN					
	01-060-000-0000-6230	225.00	AD# 1068240- MAIL BALLOT (GE)	791737	Printing, Publishing & Adv	N
2992	APG Media of MN		1 Transactions			
225.00						
9243	Command Central, LLC					
	01-060-000-0000-6405	38.75	ELECTION BOX SEALS	27604	Office & Computer Supplies	Y
9243	Command Central, LLC		1 Transactions			
38.75						

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
										On Behalf of Name	
60	DEPT Total:				263.75	Elections			2 Vendors		2 Transactions
90	DEPT					Attorney					
10452	AT&T Mobility	01-090-000-0000-6250			195.07	Cell phones - attorneys		287287384077		Telephone	N
10452	AT&T Mobility				195.07		1 Transactions				
10855	Culligan	01-090-000-0000-6213			59.20	Monthly water supplies		150X01154103		Drug & Forfeiture Ms387.213	N
10855	Culligan				59.20		1 Transactions				
9046	Loffler Companies	01-090-000-0000-6250			67.88	Attorney		00001085		Telephone	N
9046	Loffler Companies				67.88		1 Transactions				
9489	Redwood Toxicology Laboratory, Inc	01-090-000-0000-6213			86.71	testing pre- trial def		12289120207		Drug & Forfeiture Ms387.213	6
9489	Redwood Toxicology Laboratory, Inc				86.71		1 Transactions				
4260	St Louis Co Sheriff's Office	01-090-000-0000-6234			60.00	subpoena		2002399		Co Sheriff Services	N
4260	St Louis Co Sheriff's Office				60.00		1 Transactions				
86235	The Office Shop Inc	01-090-000-0000-6405			116.24	DVDs		1084720-0		Office & Computer Supplies	N
		01-090-000-0000-6405			26.70	Binders		1084734-0		Office & Computer Supplies	N
86235	The Office Shop Inc				142.94		2 Transactions				
10930	Tidholm Productions	01-090-000-0000-6405			174.00	Envelopes		1445 9267		Office & Computer Supplies	Y
10930	Tidholm Productions				174.00		1 Transactions				
90	DEPT Total:				785.80	Attorney			7 Vendors		8 Transactions
100	DEPT					Recorder					
9046	Loffler Companies	01-100-000-0000-6250			15.66	Recorder		00001085		Telephone	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9046	Loffler Companies		15.66		1 Transactions		
13850	NORTHSTAR						
	01- 100- 000- 0000- 6405		173.55	Security paper (276010- 28600)	49444357	Office & Computer Supplies	N
13850	NORTHSTAR		173.55		1 Transactions		
86235	The Office Shop Inc						
	01- 100- 000- 0000- 6231		777.22	Copier Contract	312355- 0	Services, Labor, Contracts	N
86235	The Office Shop Inc		777.22		1 Transactions		
10930	Tidholm Productions						
	01- 100- 000- 0000- 6230		253.60	#10 printed envelopes	1434 9265	Printing, Publishing & Adv	Y
10930	Tidholm Productions		253.60		1 Transactions		
6101	West Central Indexing, Llc						
	01- 100- 195- 0000- 6231		220.32	ICRS - Aug 2020	1596	Services, Labor, Contracts- Land Reco	N
6101	West Central Indexing, Llc		220.32		1 Transactions		
100	DEPT Total:		1,440.35	Recorder	5 Vendors	5 Transactions	
110	DEPT			Courthouse Maintenance			
15240	AT&T Mobility						
	01- 110- 000- 0000- 6250		50.26	wireless	287298817699	Phone	N
15240	AT&T Mobility		50.26		1 Transactions		
13725	Beartooth True Value						
	01- 110- 000- 0000- 6422		52.80	SUPPLIES	1027	Janitorial Supplies	N
13725	Beartooth True Value		52.80		1 Transactions		
88628	Dalco Enterprises, Inc.						
	01- 110- 000- 0000- 6422		28.54	Roll paper towel	3661549	Janitorial Supplies	N
	01- 110- 000- 0000- 6422		6.48	Toilet Swabs	3661549	Janitorial Supplies	N
88628	Dalco Enterprises, Inc.		35.02		2 Transactions		
1754	Garrison Disposal Company, Inc						
	01- 110- 000- 0000- 6255		584.50	SEPTEMBER BILL	140864	Garbage	N
1754	Garrison Disposal Company, Inc		584.50		1 Transactions		
9046	Loffler Companies						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9046	Loffler Companies		10.44	Maintenance	00001085	Phone	N
			10.44	1 Transactions			
3950	Public Utilities						
	01-110-000-0000-6254		4,235.44	New Addition	1430-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
	01-110-000-0000-6254		108.09	CH Building Coordinator	50109-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
	01-110-000-0000-6254		149.31	Glarco	50186-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
	01-110-000-0000-6254		268.65	LA Tool Bldg	50188-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
	01-110-000-0000-6254		38.10	Old County Garage	50202-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
	01-110-000-0000-6254		53.02	Utilities Courthouse	509-00	Utilities & Heating	N
				07/16/2020 08/16/2020			
3950	Public Utilities		4,852.61	6 Transactions			
110	DEPT Total:		5,585.63	Courthouse Maintenance	6 Vendors	12 Transactions	
120	DEPT			Service Officer			
14508	Janzen/Hugh						
	01-120-000-0000-6350		50.00	vet van driver 8/20 Brainerd		Per Diem	Y
14508	Janzen/Hugh		50.00	1 Transactions			
9046	Loffler Companies						
	01-120-000-0000-6250		15.66	Veteran Service	00001085	Telephone	N
9046	Loffler Companies		15.66	1 Transactions			
86235	The Office Shop Inc						
	01-120-000-0000-6405		72.60	Web Cam	1082711-0	Office & Computer Supplies	N
86235	The Office Shop Inc		72.60	1 Transactions			
6097	Verizon Wireless						
	01-120-000-0000-6250		13.13	Vet van phone	9861197174	Telephone	N
				07/21/2020 08/20/2020			
6097	Verizon Wireless		13.13	1 Transactions			
11970	Wikelius/Charles						

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-120-000-0000-6350			50.00	Vet Van driver - SCVA 8/25		Per Diem	Y
11970	Wikelius/Charles			50.00	1 Transactions			
	9255 Witt/Warren							
	01-120-000-0000-6350			50.00	Vet Van driver - Mpls 8/26		Per Diem	Y
9255	Witt/Warren			50.00	1 Transactions			
120	DEPT Total:			251.39	Service Officer	6 Vendors	6 Transactions	
122	DEPT				Planning & Zoning			
13066	Hargrave/Bryan							
	01-122-000-0000-6231			3,500.00	8/31-9/11		Services, Labor, Contracts, Programm	Y
13066	Hargrave/Bryan			3,500.00	1 Transactions			
	9046 Loffler Companies							
	01-122-000-0000-6250			26.11	Planning & Zone	00001085	Telephone	N
9046	Loffler Companies			26.11	1 Transactions			
122	DEPT Total:			3,526.11	Planning & Zoning	2 Vendors	2 Transactions	
123	DEPT				Coroner			
9151	River Valley Forensic Services PA							
	01-123-000-0000-6231			500.00	ME 20-1895	1216	Coroner Fees	6
	01-123-000-0000-6231			250.00	July Med Examiner Services	1216	Coroner Fees	6
9151	River Valley Forensic Services PA			750.00	2 Transactions			
	9385 Wenner Funeral Home							
	01-123-000-0000-6330			325.00	transport from RCMC	171	Transportation For Autopsy	Y
9385	Wenner Funeral Home			325.00	1 Transactions			
123	DEPT Total:			1,075.00	Coroner	2 Vendors	3 Transactions	
200	DEPT				Enforcement			
50	Aitkin Body Shop, Inc							
	01-200-000-0000-6302			2,668.43	#212 vs deer	12439	Car Maintenance	N
50	Aitkin Body Shop, Inc			2,668.43	1 Transactions			
9138	ASAP Towing							

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>
9138 ASAP Towing		176.25 176.25	20- 1953 motorcycle 1 Transactions	7651	Wrecker Service Y
9203 AT&T Mobility					
9203 AT&T Mobility		804.16 804.16	deputy cell phones 1 Transactions	287297906116	Telephone N
15239 AT&T Mobility					
15239 AT&T Mobility		643.33 643.33	squad pc's 1 Transactions	28758495419	Telephone N
14568 Axon Enterprise, Inc					
14568 Axon Enterprise, Inc		6,528.00 6,528.00	4 tasers, holsters, warranty 1 Transactions	SI- 1677990	Equipment & Radios N
783 Canon Financial Services, Inc					
783 Canon Financial Services, Inc		164.95 164.95	admin copier lease 1 Transactions	21836508	Services & Labor (Incl Contracts) N
15144 Cellebrite					
15144 Cellebrite		3,700.00 3,700.00	Cellebrite UFED Touch 1 Transactions	INVUS221285	Services & Labor (Incl Contracts) N
9382 CentraCare Health - Monticello					
9382 CentraCare Health - Monticello		1,300.00 1,300.00	SANE exam 20- 2112 1 Transactions	08/18/2020	Services & Labor (Incl Contracts) 6
1775 Galls LLC					
1775 Galls LLC		286.95 286.95	2 pant, 2 shirt #225 1 Transactions	016344998	Clothing Allowance N
4641 Holiday Credit Office					
4641 Holiday Credit Office		43.16 43.16	#221 gas 1 Transactions	1400000288942	Gas And Oil N
2925 L & M Supply, Inc.					
2925 L & M Supply, Inc.		3.59 3.59	bisquits 1 Transactions	9888632	Supplies N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9046	Loffler Companies 01- 200- 000- 0000- 6250		151.43	Sheriff	00001085	Telephone	N
9046	Loffler Companies		151.43	1 Transactions			
13416	Nartec, Inc 01- 200- 000- 0000- 6405		518.40	meth test ampules	14821	Office Supplies	N
13416	Nartec, Inc		518.40	1 Transactions			
4681	Streichers 01- 200- 000- 0000- 6409		195.00	#202 outer carrier	11450380	Deputy Supplies	N
4681	Streichers		195.00	1 Transactions			
86235	The Office Shop Inc 01- 200- 000- 0000- 6405		76.04	Deb toner cartridge	1084644- 0	Office Supplies	N
	01- 200- 000- 0000- 6405		76.04	Deb toner cartridge	1084649- 0	Office Supplies	N
	01- 200- 000- 0000- 6405		15.20	#221 wireless mouse	312550- 0	Office Supplies	N
86235	The Office Shop Inc		167.28	3 Transactions			
13934	The Tire Barn 01- 200- 000- 0000- 6302		674.67	front/rear brakes #202	54405	Car Maintenance	N
	01- 200- 000- 0000- 6302		100.66	headlamp, socket #202	54480	Car Maintenance	N
13934	The Tire Barn		775.33	2 Transactions			
10930	Tidholm Productions 01- 200- 000- 0000- 6230		52.80	Pot Dangerous Dog Forms	1469 9311	Printing, Publishing & Adv	Y
10930	Tidholm Productions		52.80	1 Transactions			
11936	TJ Towing 01- 200- 000- 0000- 6359		512.50	20- 2294 forfeiture	39681	Wrecker Service	N
11936	TJ Towing		512.50	1 Transactions			
13848	WYATT'S TOWING 01- 200- 000- 0000- 6359		373.00	20- 2300 search warrant	09/07/20	Wrecker Service	Y
13848	WYATT'S TOWING		373.00	1 Transactions			
200	DEPT Total:		19,064.56	Enforcement	19 Vendors	22 Transactions	
202	DEPT 9203 AT&T Mobility			Boat & Water			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9203	AT&T Mobility		50.26	#208 cell phone	287297906116	Telephone	N
			50.26	1 Transactions			
15239	AT&T Mobility						
			32.98	#208 squad pc	287258495419	Telephone	N
15239	AT&T Mobility		32.98	1 Transactions			
3950	Public Utilities						
			34.30	Boat & Water	1345-00	Utilities	N
				07/16/2020 08/16/2020			
3950	Public Utilities		34.30	1 Transactions			
13934	The Tire Barn						
			49.00	AAHZZ283 trlr tires	54385	B&W Maintenance	N
			63.99	2010 Shorelander seal, bearing	54395	B&W Maintenance	N
13934	The Tire Barn		112.99	2 Transactions			
202	DEPT Total:		230.53	Boat & Water	4 Vendors	5 Transactions	
252	DEPT			Corrections			
50	Aitkin Body Shop, Inc						
			90.00	stop water leak xport Explorer	12469	Car Maintenance	N
50	Aitkin Body Shop, Inc		90.00	1 Transactions			
9203	AT&T Mobility						
			100.52	dispatch, transport cell phone	287297906116	Telephone	N
9203	AT&T Mobility		100.52	1 Transactions			
163	Charter Communications						
			197.52	inmate cable	6081082820	Prisoner Welfare	N
163	Charter Communications		197.52	1 Transactions			
5583	Crawford Supply Company						
			152.52	commissary supplies	1337572	Prisoner Welfare	N
5583	Crawford Supply Company		152.52	1 Transactions			
1775	Galls LLC						
			55.37	uniform pant Heather	016283840	Clothing Allowance	N
			133.36	uniform shirt Heather	016344999	Clothing Allowance	N

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



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	
		Amount				
	01- 252- 000- 0000- 6410	88.06	uniofrm shirt Toni	016345000	Clothing Allowance	N
1775	Galls LLC	276.79	3 Transactions			
1829	Goble's Sewer Service Inc.					
	01- 252- 000- 0000- 6231	300.00	08/24 jet booking area/clothin	19630	Services & Labor (Incl Contracts)	N
1829	Goble's Sewer Service Inc.	300.00	1 Transactions			
1880	Gravelle Plumbing & Heating, Inc					
	01- 252- 000- 0000- 6590	43.24	jail toilet repair	84237	Repair & Maintenance Supplies	N
1880	Gravelle Plumbing & Heating, Inc	43.24	1 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin					
	01- 252- 000- 0000- 6262	214.12	Acct #82	August	Medical Expenses & Supplies - Inmat	N
	01- 252- 000- 0000- 6262	2,449.05	Acct #30	August	Medical Expenses & Supplies - Inmat	N
15362	GuidePoint Pharmacy #114 Aitkin	2,663.17	2 Transactions			
2340	Hyytinen Hardware Hank					
	01- 252- 000- 0000- 6422	13.96	detergent	1601253	Janitorial Supplies	N
2340	Hyytinen Hardware Hank	13.96	1 Transactions			
5503	Keefe Supply Company					
	01- 252- 252- 0000- 6405	439.22	commissary supplies	1337571	Prisoner Welfare	N
	01- 252- 252- 0000- 6405	81.00	commissary supplies	1337610	Prisoner Welfare	N
	01- 252- 252- 0000- 6405	195.84	commissary supplies	1339125	Prisoner Welfare	N
5503	Keefe Supply Company	716.06	3 Transactions			
9046	Loffler Companies					
	01- 252- 000- 0000- 6250	73.10	Jail/Dispatch	00001085	Telephone	N
9046	Loffler Companies	73.10	1 Transactions			
13691	MENd Correctional Care, PLLC					
	01- 252- 000- 0000- 6262	150.00	8- panel urine drug test cards	5057	Medical Expenses & Supplies - Inmat	6
	01- 252- 000- 0000- 6262	2,250.00	Sept add'l nursing services	5071	Medical Expenses & Supplies - Inmat	6
	01- 252- 000- 0000- 6262	7,668.85	September healthcare services	7668.85	Medical Expenses & Supplies - Inmat	6
13691	MENd Correctional Care, PLLC	10,068.85	3 Transactions			
89765	Minnesota Elevator, Inc					
	01- 252- 000- 0000- 6231	184.53	September service	870771	Services & Labor (Incl Contracts)	N

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
89765 Minnesota Elevator, Inc			184.53				
				1 Transactions			
3789 Pan- O- Gold Baking Company							
01- 252- 000- 0000- 6418			88.38	groceries	10002420247013	Groceries	N
3789 Pan- O- Gold Baking Company			88.38				
				1 Transactions			
3950 Public Utilities							
01- 252- 000- 0000- 6254			8,869.00	New Jail 2	1431- 00	Utilities & Heating	N
				07/16/2020 08/16/2020			
01- 252- 000- 0000- 6254			57.57	Sheriff Emerg. Storage Garage	507- 00	Utilities & Heating	N
				07/16/2020 08/16/2020			
01- 252- 000- 0000- 6254			881.32	New Jail	512- 00	Utilities & Heating	N
				07/16/2020 08/16/2020			
3950 Public Utilities			9,807.89				
				3 Transactions			
4010 Rasley Oil Company							
01- 252- 000- 0000- 6330			70.99	transport gas	August	Prisoner Transportation & Travel	N
4010 Rasley Oil Company			70.99				
				1 Transactions			
9295 Reinhart Foodservice							
01- 252- 000- 0000- 6418			2,003.73	groceries	353974	Groceries	Y
9295 Reinhart Foodservice			2,003.73				
				1 Transactions			
86235 The Office Shop Inc							
01- 252- 000- 0000- 6231			119.97	Dispatch copy count	312448- 0	Services & Labor (Incl Contracts)	N
86235 The Office Shop Inc			119.97				
				1 Transactions			
252 DEPT Total:			26,971.22	Corrections	18 Vendors	27 Transactions	
253 DEPT				Sentence to Serve			
15239 AT&T Mobility							
01- 253- 000- 0000- 6250			32.98	STS air card	287258495419	Telephone	N
15239 AT&T Mobility			32.98				
				1 Transactions			
2340 Hyytinen Hardware Hank							
01- 253- 000- 0000- 6405			11.99	weed killer	1598449	Operating Supplies	N
01- 253- 000- 0000- 6405			12.99	screws	1601610	Operating Supplies	N
2340 Hyytinen Hardware Hank			24.98				
				2 Transactions			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9046	Loffler Companies							
	01- 253- 000- 0000- 6250			5.22	STS	00001085	Telephone	N
9046	Loffler Companies			5.22	1 Transactions			
4010	Rasley Oil Company							
	01- 253- 000- 0000- 6511			48.29	STS gas	August	Gas And Oil	N
4010	Rasley Oil Company			48.29	1 Transactions			
253	DEPT Total:			111.47	Sentence to Serve	4 Vendors	5 Transactions	
255	DEPT				General Crime Victim Grant			
9046	Loffler Companies							
	01- 255- 000- 0000- 6250			5.22	Crime Victims	00001085	Telephone	N
9046	Loffler Companies			5.22	1 Transactions			
255	DEPT Total:			5.22	General Crime Victim Grant	1 Vendors	1 Transactions	
257	DEPT				Community Corrections			
783	Canon Financial Services, Inc							
	01- 257- 000- 0000- 6342			104.86	Contract Charge	21863507	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc			104.86	1 Transactions			
4641	Holiday Credit Office							
	01- 257- 257- 0000- 6335			27.01	August Fuel	1400- 000- 155- 3	Gas/Vehicle Fuel Charges	N
	01- 257- 258- 0000- 6335			101.68	August Fuel	1400- 000- 155- 3	Gas/Vehicle Fuel Charges	N
4641	Holiday Credit Office			128.69	2 Transactions			
9046	Loffler Companies							
	01- 257- 000- 0000- 6220			52.22	Probation- Comm Corrections	00001085	Telephone	N
9046	Loffler Companies			52.22	1 Transactions			
11997	Minnesota Monitoring, Inc							
	01- 257- 267- 0000- 6341			2,053.50	EHM Rental	12997	Equipment Rental	N
11997	Minnesota Monitoring, Inc			2,053.50	1 Transactions			
87101	North Homes- Standard							
	01- 257- 255- 0000- 6204			190.00	JIT services	250867	Juvenile Detention	N

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
87101	North Homes- Standard		190.00		1 Transactions		
89269	Northwestern MN Juv Ctr- Primary Resid 01- 257- 255- 0000- 6204		6,576.00	Secure Det JT 08/08/2020	194- 89- 1	Juvenile Detention	N
	01- 257- 255- 0000- 6204		3,367.00	Non- Secure Det IB 08/19/2020	194- 89- 1	Juvenile Detention	N
89269	Northwestern MN Juv Ctr- Primary Resid		9,943.00		2 Transactions		
13062	Prairie Lakes Youth Programs - Secure 01- 257- 255- 0000- 6204		7,693.50	Juvenile Det Fees 08/01/2020	456- 178- 1	Juvenile Detention	N
13062	Prairie Lakes Youth Programs - Secure		7,693.50		1 Transactions		
3578	Skaj/Karen 01- 257- 267- 0000- 6283		49.00	Transcript fee	2020- 11	Professional Services	Y
3578	Skaj/Karen		49.00		1 Transactions		
6097	Verizon Wireless 01- 257- 257- 0000- 6215		164.47	Cell phone 08/24/2020	9861452367	Wireless Telephone Services	N
6097	Verizon Wireless		164.47		1 Transactions		
257	DEPT Total:		20,379.24	Community Corrections	9 Vendors	11 Transactions	
390	DEPT			Environmental Health (FBL)			
9046	Loffler Companies 01- 390- 000- 0000- 6250		26.11	Environmental Svcs	00001085	Telephone	N
9046	Loffler Companies		26.11		1 Transactions		
390	DEPT Total:		26.11	Environmental Health (FBL)	1 Vendors	1 Transactions	
391	DEPT			Solid Waste			
9046	Loffler Companies 01- 391- 000- 0000- 6250		10.44	Solid Waste	00001085	Telephone	N
9046	Loffler Companies		10.44		1 Transactions		

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
391 DEPT Total:			10.44	Solid Waste	1 Vendors	1 Transactions	
500 DEPT				Library And Historical Society			
90 Aitkin Co Historical Society							
01- 500- 501- 0000- 6801			9,250.00	2020 2nd 1/2 Appropriation		Historical Society Appropriations	N
90 Aitkin Co Historical Society			9,250.00		1 Transactions		
500 DEPT Total:			9,250.00	Library And Historical Society	1 Vendors	1 Transactions	
600 DEPT				Ag Society, Soil & Water, Ag Inspect			
89856 Aitkin Co Agricultural Society							
01- 600- 550- 0000- 6801			5,000.00	2020 2nd 1/2 Appropriation		Ag Society Appropriations	N
01- 600- 550- 0000- 6843			5,000.00	2020 2nd 1/2 Approp- Capital		Ag Society Capital Improvements	N
89856 Aitkin Co Agricultural Society			10,000.00		2 Transactions		
600 DEPT Total:			10,000.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	2 Transactions	
601 DEPT				Extension			
89471 Aitkin Co 4- H Council							
01- 601- 551- 0000- 5840			1,160.00	Plat book sales		4- H Plat Book Sales	N
89471 Aitkin Co 4- H Council			1,160.00		1 Transactions		
9046 Loffler Companies							
01- 601- 000- 0000- 6250			5.22	Extension	00001085	Telephone	N
9046 Loffler Companies			5.22		1 Transactions		
601 DEPT Total:			1,165.22	Extension	2 Vendors	2 Transactions	
700 DEPT				Promotion,AEOA Tran,Airport,RC&D,Tol			
5403 Aitkin Airport Commission							
01- 700- 903- 0000- 6800			7,053.50	2020 2nd 1/2 Appropriation		Aitkin Airport Appropriation	N
5403 Aitkin Airport Commission			7,053.50		1 Transactions		
175 City Of Mcgregor							
01- 700- 903- 0000- 6801			7,300.00	2nd 1/2 2020 Approp- McGregor A		Mcgregor Airport Appropriation	N
175 City Of Mcgregor			7,300.00		1 Transactions		

WLC1
 9/15/20 2:22PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
700 DEPT Total:		14,353.50	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors	2 Transactions	
711 DEPT			Economic Development			
9046 Loffler Companies						
01- 711- 000- 0000- 6250		5.22	Economic Development	00001085	Telephone	N
9046 Loffler Companies		5.22		1 Transactions		
711 DEPT Total:		5.22	Economic Development	1 Vendors	1 Transactions	
1 Fund Total:		157,897.37	General Fund		167 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
14577	Aitkin Woods 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
14577	Aitkin Woods		500.00		1 Transactions		
9386	BORSETH/DANIEL 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9386	BORSETH/DANIEL		500.00		1 Transactions		
15329	KRIESEL/DAVID WAYNE 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
15329	KRIESEL/DAVID WAYNE		500.00		1 Transactions		
9388	RINTA/ANTHONY 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9388	RINTA/ANTHONY		500.00		1 Transactions		
9387	ROBERTS/BRANDON 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9387	ROBERTS/BRANDON		500.00		1 Transactions		
0	DEPT Total:		2,500.00	Undesignated		5 Vendors	5 Transactions
301	DEPT			R&B Administration			
10855	Culligan 03-301-000-0000-6400		10.50	RENTAL- SEPT	STMT	Supplies And Materials	N
10855	Culligan		10.50		1 Transactions		
11406	Innovative Office Solutions, LLC 03-301-000-0000-6400		151.21	OFFICE SUPPLIES	IN3087625	Supplies And Materials	N
11406	Innovative Office Solutions, LLC		151.21		1 Transactions		
12002	Johnson/Carter 03-301-000-0000-6241		20.00	BOILER LICENSE	0-59180	Fees/Prof/Misc	N
12002	Johnson/Carter		20.00		1 Transactions		
9671	Pitney Bowes 03-301-000-0000-6205		74.04	LEASE	3104158914	Postage	N

WLC1
 9/15/20 2:22PM
 3 Road & Bridge

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9671 Pitney Bowes		74.04	1 Transactions		
301 DEPT Total:		255.75	R&B Administration	4 Vendors	4 Transactions
303 DEPT			R&B Highway Maintenance		
195 Aitkin Tire Shop					
03-303-000-0000-6590		83.00	REPAIR LABOR	0-060105	Repair & Maintenance Supplies Y
03-303-000-0000-6590		50.00	REPAIR LABOR	0-060116	Repair & Maintenance Supplies Y
03-303-000-0000-6590		162.00	TIRES	0-060130	Repair & Maintenance Supplies Y
03-303-000-0000-6590		88.00	REPAIR LABOR	0-060130	Repair & Maintenance Supplies Y
03-303-000-0000-6590		60.00	REPAIR LABOR	0060114	Repair & Maintenance Supplies Y
195 Aitkin Tire Shop		443.00	5 Transactions		
12106 Antoine Electric					
03-303-000-0000-6298		138.27	AITKIN SHOP	20203	Shop Maintenance Y
12106 Antoine Electric		138.27	1 Transactions		
86467 Auto Value Aitkin					
03-303-000-0000-6590		15.49	REPAIR PARTS	40162756	Repair & Maintenance Supplies N
03-303-000-0000-6590		656.72	REPAIR PARTS	40162764	Repair & Maintenance Supplies N
03-303-000-0000-6590		193.82	REPAIR PARTS	40162803	Repair & Maintenance Supplies N
03-303-000-0000-6590		129.57	FILTERS	40163646	Repair & Maintenance Supplies N
03-303-000-0000-6590		10.99	REPAIR PARTS	40163748	Repair & Maintenance Supplies N
03-303-000-0000-6590		546.45	REPAIR PARTS	40164463	Repair & Maintenance Supplies N
86467 Auto Value Aitkin		1,165.40	6 Transactions		
14887 Cintas Corporation					
03-303-000-0000-6298		17.72	SHOP LAUNDRY	4060136605	Shop Maintenance N
03-303-000-0000-6298		17.72	SHOP LAUNDRY	4060710232	Shop Maintenance N
14887 Cintas Corporation		35.44	2 Transactions		
15149 COLLINS BROTHERS TOWING OF ST CLO					
03-303-000-0000-6590		285.00	TOWING	20-56186	Repair & Maintenance Supplies N
15149 COLLINS BROTHERS TOWING OF ST CLO		285.00	1 Transactions		
1115 Contech Engineered Solutions					
03-303-000-0000-6515		2,147.80	15" ANNULAR CULVERT	21256604	Culverts N
1115 Contech Engineered Solutions		2,147.80	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2763	Countryside Sanitation						
	03-303-000-0000-6254		76.05	SEPT PALISADE	177756	Utilities	Y
	03-303-000-0000-6254		111.15	SEPT MCGREGOR	177852	Utilities	Y
2763	Countryside Sanitation		187.20	2 Transactions			
7935	East Central Energy						
	03-303-000-0000-6254		83.48	JUL/AUG POWER- MCGRATH	35018290	Utilities	N
	03-303-000-0000-6254		43.30	JUL/AUG POWER- STREET LIGHT	35018408	Utilities	N
7935	East Central Energy		126.78	2 Transactions			
11180	Fastenal Company						
	03-303-000-0000-6298		85.23	AITKIN SHOP SUPPLIES	MNBAX239109	Shop Maintenance	N
11180	Fastenal Company		85.23	1 Transactions			
8622	Frontier						
	03-303-000-0000-6254		71.79	JACOBSON	218-752-6591	Utilities	N
	03-303-000-0000-6254		71.79	MCGREGOR	218-768-4481	Utilities	N
	03-303-000-0000-6254		71.79	PALISADE	218-845-2607	Utilities	N
	03-303-000-0000-6254		91.79	MCGRATH	320-592-3580	Utilities	N
8622	Frontier		307.16	4 Transactions			
1754	Garrison Disposal Company, Inc						
	03-303-000-0000-6254		140.28	AITKIN SHOP	140954	Utilities	N
1754	Garrison Disposal Company, Inc		140.28	1 Transactions			
1818	Glen's Sign Dezine						
	03-303-000-0000-6590		62.00	TRUCK LETTERING		Repair & Maintenance Supplies	Y
1818	Glen's Sign Dezine		62.00	1 Transactions			
1880	Gravelle Plumbing & Heating, Inc						
	03-303-000-0000-6590		144.59	REPAIR PARTS	84107	Repair & Maintenance Supplies	N
1880	Gravelle Plumbing & Heating, Inc		144.59	1 Transactions			
2340	Hyytinen Hardware Hank						
	03-303-000-0000-6298		13.99	AITKIN SHOP SUPPLIES	1598759	Shop Maintenance	N
	03-303-000-0000-6298		84.96	AITKIN SHOP SUPPLIES	1601365	Shop Maintenance	N
	03-303-000-0000-6298		11.16	AITKIN SHOP SUPPLIES	1602516	Shop Maintenance	N
2340	Hyytinen Hardware Hank		110.11	3 Transactions			

Aitkin County



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	
91187	Lake Country Power					
	03-303-000-0000-6254		JUL/AUG CSAH 14	141979801	Utilities	N
	03-303-000-0000-6254		JUL/AUG CSAH 6	141979901	Utilities	N
91187	Lake Country Power					
		109.25			2 Transactions	
14776	Lange's Nursery & Landscaping Inc					
	03-303-000-0000-6521		HYDROSEEDING	20-314	Maintenance Supplies	N
14776	Lange's Nursery & Landscaping Inc					
		1,000.00			1 Transactions	
9046	Loffler Companies					
	03-303-000-0000-6254		Road & Bridge	00001085	Utilities	N
9046	Loffler Companies					
		93.99			1 Transactions	
3100	McGregor Oil					
	03-303-000-0000-6513		JACOBSON DIESEL	6167	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		SWATARA DIESEL	6177	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		SWATARA DIESEL	6224	Motor Fuel & Lubricants	N
3100	McGregor Oil					
		2,270.56			3 Transactions	
9692	Minnesota Energy Resources Corporation					
	03-303-000-0000-6297		NAT GAS: AITKIN SHOP	AUG	Shop Fuel	N
9692	Minnesota Energy Resources Corporation					
		50.42			1 Transactions	
3555	Newman Signs					
	03-303-000-0000-6516		RESIDENTIAL E- 911 SIGNS	TRFINV024498	Signs & Posts	N
3555	Newman Signs					
		645.59			1 Transactions	
9179	NORTH CENTRAL INTERNATIONAL, LLC					
	03-303-000-0000-6590		ANTIFREEZE INV	849014X1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		REPAIR PARTS	850167	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC					
		655.73			2 Transactions	
3950	Public Utilities					
	03-303-000-0000-6254		HWY 47 & CR 12	1686-00	Utilities	N
	03-303-000-0000-6254		HWY 210 W & CR 28	59455-00	Utilities	N
	03-303-000-0000-6254		AITKIN SHOP: WATER	63335-00	Utilities	N
	03-303-000-0000-6254		HWY 210/169 E & CR 12	63388-00	Utilities	N
3950	Public Utilities					
		238.87			4 Transactions	

Aitkin County



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	
9273	Reichert Enterprises, Inc					
	03-303-000-0000-6590		REPAIR PARTS	107405	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	707.90	REPAIR LABOR	107405	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	2,402.00	REPAIR PARTS	107471	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	22.25	REPAIR LABOR	107471	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	386.00				
9273	Reichert Enterprises, Inc	3,518.15				
			4 Transactions			
4070	Riley Auto Supply					
	03-303-000-0000-6590	180.25	REPAIR PARTS	618816	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	245.96	REPAIR PARTS	618832	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	37.99	AITKIN SHOP SUPPLIES	618846	Shop Maintenance	N
	03-303-000-0000-6590	272.70	REPAIR PARTS	618924	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	714.00	REPAIR PARTS	618946	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	158.97	REPAIR PARTS	618961	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	76.99	REPAIR PARTS	619101	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	44.99	PALISADE SHOP SUPPLIES	619166	Shop Maintenance	N
	03-303-000-0000-6590	166.00	REPAIR PARTS	619200	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	99.00	REPAIR PARTS	619312	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	91.98	REPAIR PARTS	619383	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	27.99	REPAIR PARTS	619399	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	10.57	REPAIR PARTS	619446	Repair & Maintenance Supplies	N
4070	Riley Auto Supply	2,127.39				
			13 Transactions			
9176	SPARKY'S TOOLS, LLC					
	03-303-000-0000-6590	299.99	REPAIR PARTS	D 79637	Repair & Maintenance Supplies	N
9176	SPARKY'S TOOLS, LLC	299.99				
			1 Transactions			
12125	Titan Machinery					
	03-303-000-0000-6590	893.14	REPAIR PARTS	14452177 GP	Repair & Maintenance Supplies	N
12125	Titan Machinery	893.14				
			1 Transactions			
8364	Towmaster, Inc					
	03-303-000-0000-6590	111.77	REPAIR PARTS	431264	Repair & Maintenance Supplies	N
8364	Towmaster, Inc	111.77				
			1 Transactions			
10431	Verizon Business					
	03-303-000-0000-6254	19.32	AUG- HWY OFFICE	4227948182008	Utilities	N
10431	Verizon Business	19.32				
			1 Transactions			

WLC1
 9/15/20 2:22PM
 3 Road & Bridge

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
6097	Verizon Wireless							
	03- 303- 000- 0000- 6254			439.70	DEPT CELL PHONES	9861948211	Utilities	N
6097	Verizon Wireless			439.70	1 Transactions			
4988	Viking Industrial Center							
	03- 303- 000- 0000- 6298			47.52	AITKIN SHOP SUPPLIES	3199758	Shop Maintenance	N
4988	Viking Industrial Center			47.52	1 Transactions			
10010	WHEELS NOW INC.							
	03- 303- 000- 0000- 6590			3,229.00	TIRES	76483	Repair & Maintenance Supplies	N
10010	WHEELS NOW INC.			3,229.00	1 Transactions			
303	DEPT Total:			21,128.65	R&B Highway Maintenance	31 Vendors	70 Transactions	
307	DEPT				R&B Capital Infrastructure			
8819	Mille Lacs Energy Coop- Aitkin							
	03- 307- 000- 0000- 6295			17,790.00	COST CONTRIBUTION	20200176	Utility Moves	N
8819	Mille Lacs Energy Coop- Aitkin			17,790.00	1 Transactions			
307	DEPT Total:			17,790.00	R&B Capital Infrastructure	1 Vendors	1 Transactions	
308	DEPT				R&B Equipment & Facilities			
5128	Widseth Smith & Nolting Inc							
	03- 308- 000- 0000- 6600			25,080.00	ACHD REMODEL	206357	Capital Outlay- Facilities	N
5128	Widseth Smith & Nolting Inc			25,080.00	1 Transactions			
308	DEPT Total:			25,080.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:			66,754.40	Road & Bridge		81 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
5 Health & Human Services

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099	On Behalf of Name
257	DEPT					Community Corrections						
8239	Ameripride Linen & Apparel Services	05- 257- 000- 0000- 6422			3.72	Cleaning Supplies		220666700		Janitorial Services/Supplies	N	
						09/08/2020						
8239	Ameripride Linen & Apparel Services				3.72		1 Transactions					
10855	Culligan	05- 257- 000- 0000- 6342			24.28	Cooler Rental Service		150- 10016285- 1		Office Equipment Rental/Contracts	N	
						09/01/2020	09/30/2020					
10855	Culligan				24.28		1 Transactions					
89765	Minnesota Elevator, Inc	05- 257- 000- 0000- 6300			20.50	Elevator Service - Sept '20		871322		Maintenance- Service Contracts	N	
						09/01/2020	09/30/2020					
89765	Minnesota Elevator, Inc				20.50		1 Transactions					
3950	Public Utilities	05- 257- 000- 0000- 6254			305.88	Electric Bill		1433- 00		Utilities- Gas and Electric	N	
						07/16/2020	08/16/2020					
3950	Public Utilities				305.88		1 Transactions					
257	DEPT Total:				354.38	Community Corrections		4 Vendors		4 Transactions		
400	DEPT					Public Health Department						
8239	Ameripride Linen & Apparel Services	05- 400- 440- 0410- 6422			4.74	Cleaning Supplies		220666700		Janitorial Services/Supplies	N	
						09/08/2020						
8239	Ameripride Linen & Apparel Services				4.74		1 Transactions					
10855	Culligan	05- 400- 440- 0410- 6301			30.90	Cooler Rental Service		150- 10016285- 1		Equipment Lease/Space Rental	N	
						09/01/2020	09/30/2020					
10855	Culligan				30.90		1 Transactions					
9046	Loffler Companies	05- 400- 440- 0410- 6250			10.02	HHS		00001085		Telephone	N	
		05- 400- 440- 0410- 6250			2.50	HHS/Accounting		00001085		Telephone	N	
		05- 400- 440- 0410- 6250			62.66	HHS/Public Health		00001085		Telephone	N	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
5 Health & Human Services

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>
9046 Loffler Companies		75.18		3 Transactions	
89765 Minnesota Elevator, Inc 05- 400- 440- 0410- 6300		26.08	Elevator Service - Sept '20 09/01/2020 09/30/2020	871322	Maintenance/Service Contracts N
89765 Minnesota Elevator, Inc		26.08		1 Transactions	
3950 Public Utilities 05- 400- 440- 0410- 6254		389.30	Electric Bill 07/16/2020 08/16/2020	1433- 00	Utilities- Gas and Electric N
3950 Public Utilities		389.30		1 Transactions	
88859 Spee*Dee- St Cloud 05- 400- 430- 0408- 6231		112.74	FAP Service 08/03/2020 08/29/2020	4068015	Services/Labor/Contracts N
88859 Spee*Dee- St Cloud		112.74		1 Transactions	
86235 The Office Shop Inc 05- 400- 440- 0410- 6405		3.28	Agency - Hooks 08/06/2020	1083340- 0	Office Supplies N
05- 400- 440- 0410- 6405		8.50	Agency - Hooks designer 08/13/2020	1083340- 1	Office Supplies N
05- 400- 440- 0410- 6405		4.94	Agency - Pens 08/11/2020	1083859- 0	Office Supplies N
05- 400- 440- 0410- 6405		8.50	Agency - Hooks designer 08/21/2020	1083859- 1	Office Supplies N
05- 400- 440- 0410- 6405		10.36	Agency - Bell, Laser labels 08/13/2020	1083981- 0	Office Supplies N
05- 400- 440- 0410- 6405		8.38	Agency - Pencil lead 08/27/2020	1084382- 0	Office Supplies N
05- 400- 440- 0410- 6405		2.18	Agency - Hanging folders 08/31/2020	1084692- 0	Office Supplies N
05- 400- 440- 0410- 6300		187.11	Mailrm- Copier Contract IRC5560 08/25/2020	312451- 0	Maintenance/Service Contracts N
05- 400- 440- 0410- 6300		48.42	PH- Copier Contreact IRC5550III 08/25/2020	312451- 0	Maintenance/Service Contracts N
86235 The Office Shop Inc		281.67		9 Transactions	
10930 Tidholm Productions					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
	05- 400- 440- 0410- 6405		32.87	#10 Reg Security Envelopes 08/25/2020	1457 9264	Office Supplies	Y
10930	Tidholm Productions		32.87		1 Transactions		
400	DEPT Total:		953.48	Public Health Department	8 Vendors	18 Transactions	
420	DEPT			Income Maintenance			
8239	Ameripride Linen & Apparel Services 05- 420- 600- 4800- 6422		9.82	Cleaning Supplies 09/08/2020	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		9.82		1 Transactions		
10855	Culligan 05- 420- 600- 4800- 6301		64.01	Cooler Rental Service 09/01/2020	150- 10016285- 1 09/30/2020	Equipment Lease/Space Rental	N
10855	Culligan		64.01		1 Transactions		
9046	Loffler Companies 05- 420- 600- 4800- 6250		20.68	HHS	00001085	Telephone	N
	05- 420- 600- 4800- 6250		5.17	HHS/Accounting	00001085	Telephone	N
	05- 420- 600- 4800- 6250		57.44	HHS/IM or Financial Svcs	00001085	Telephone	N
	05- 420- 640- 4800- 6250		31.33	HHS/Child Support	00001085	Telephone	N
9046	Loffler Companies		114.62		4 Transactions		
89765	Minnesota Elevator, Inc 05- 420- 600- 4800- 6300		54.04	Elevator Service - Sept '20 09/01/2020	871322 09/30/2020	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		54.04		1 Transactions		
3950	Public Utilities 05- 420- 600- 4800- 6254		806.41	Electric Bill 07/16/2020	1433- 00 08/16/2020	Utilities- Gas and Electric	N
3950	Public Utilities		806.41		1 Transactions		
88859	Spee*Dee- St Cloud 05- 420- 600- 4800- 6205		45.36	IM Service 08/03/2020	4068015 08/29/2020	Postage	N
88859	Spee*Dee- St Cloud		45.36		1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86235	The Office Shop Inc							
	05- 420- 600- 4800- 6405			6.77	Agency - Hooks 08/06/2020	1083340- 0	Office Supplies	N
	05- 420- 600- 4800- 6405			17.53	Agency - Hooks designer 08/13/2020	1083340- 1	Office Supplies	N
	05- 420- 600- 4800- 6450			11.72	Name Plate - Laura 08/05/2020	1083444- 0	Small Equipment: Telephones,Chairs,	N
	05- 420- 600- 4800- 6405			10.18	Agency - Pens 08/11/2020	1083859- 0	Office Supplies	N
	05- 420- 600- 4800- 6405			17.53	Agency - Hooks designer 08/21/2020	1083859- 1	Office Supplies	N
	05- 420- 600- 4800- 6405			21.38	Agency - Bell, Laser labels 08/13/2020	1083981- 0	Office Supplies	N
	05- 420- 600- 4800- 6405			17.29	Agency - Pencil lead 08/27/2020	1084382- 0	Office Supplies	N
	05- 420- 600- 4800- 6405			24.56	IM- Planners (JG) 08/26/2020	1084509- 0	Office Supplies	N
	05- 420- 640- 4800- 6405			17.96	CS- Planner (DJ) 08/27/2020	1084516- 0	Office Supplies	N
	05- 420- 600- 4800- 6405			4.48	Agency - Hanging folders 08/31/2020	1084692- 0	Office Supplies	N
	05- 420- 600- 4800- 6300			385.92	Mailrm- Copier Contract IRC5560 08/25/2020	312451- 0	Maintenance/Service Contracts	N
86235	The Office Shop Inc			535.32				
					11 Transactions			
10930	Tidholm Productions							
	05- 420- 600- 4800- 6405			79.95	Business Cards - IM 08/26/2020	1456 9263	Office Supplies	Y
	05- 420- 600- 4800- 6405			67.82	#10 Reg Security Envelopes 08/25/2020	1457 9264	Office Supplies	Y
10930	Tidholm Productions			147.77				
					2 Transactions			
420	DEPT Total:			1,777.35	Income Maintenance	8 Vendors	22 Transactions	
430	DEPT				Social Services			
	8239 Ameripride Linen & Apparel Services							
	05- 430- 700- 4800- 6422			15.57	Cleaning Supplies 09/08/2020	220666700	Janitorial Services/Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>	
8239 Ameripride Linen & Apparel Services		15.57		1 Transactions		
10855 Culligan						
05- 430- 700- 4800- 6301		101.53	Cooler Rental Service	150- 10016285- 1	Equipment Lease/Space Rental	N
			09/01/2020	09/30/2020		
10855 Culligan		101.53		1 Transactions		
11051 Department of Human Services						
05- 430- 700- 4800- 6239		2,969.00	SSIS Fiscal Support - 2020	00000623616	Software Fees/License Fees	N
			01/01/2020	12/31/2020		
11051 Department of Human Services		2,969.00		1 Transactions		
9046 Loffler Companies						
05- 430- 700- 4800- 6250		31.96	HHS	00001085	Telephone	N
05- 430- 700- 4800- 6250		7.99	HHS/Accounting	00001085	Telephone	N
05- 430- 700- 4800- 6250		130.54	HHS/Social Service	00001085	Telephone	N
9046 Loffler Companies		170.49		3 Transactions		
89765 Minnesota Elevator, Inc						
05- 430- 700- 4800- 6300		85.71	Elevator Service - Sept '20	871322	Maintenance/Service Contracts	N
			09/01/2020	09/30/2020		
89765 Minnesota Elevator, Inc		85.71		1 Transactions		
3950 Public Utilities						
05- 430- 700- 4800- 6254		1,279.14	Electric Bill	1433- 00	Utilities- Gas and Electric	N
			07/16/2020	08/16/2020		
3950 Public Utilities		1,279.14		1 Transactions		
88859 Spee*Dee- St Cloud						
05- 430- 700- 4800- 6205		10.20	SS Service	4068015	Postage	N
			08/03/2020	08/29/2020		
88859 Spee*Dee- St Cloud		10.20		1 Transactions		
86235 The Office Shop Inc						
05- 430- 700- 4800- 6405		10.46	Agency - Hooks	1083340- 0	Office Supplies	N
			08/06/2020			
05- 430- 700- 4800- 6405		27.10	Agency - Hooks designer	1083340- 1	Office Supplies	N
			08/13/2020			
05- 430- 700- 4800- 6405		15.74	Agency - Pens	1083859- 0	Office Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>	
05- 430- 700- 4800- 6405		08/11/2020 Agency - Hooks designer	1083859- 1	Office Supplies	N
05- 430- 700- 4800- 6405		08/21/2020 Agency - Bell, Laser labels	1083981- 0	Office Supplies	N
05- 430- 700- 4800- 6405		08/13/2020 Agency - Pencil lead	1084382- 0	Office Supplies	N
05- 430- 700- 4800- 6405		08/27/2020 SS- Planners (KL, DF)	1084509- 0	Office Supplies	N
05- 430- 700- 4800- 6450		08/26/2020 SS- Task Chair (TJ)	1084526- 0	Small Equipment: Telephones,Chairs,	N
05- 430- 700- 4800- 6405		08/28/2020 Agency - Hanging folders	1084692- 0	Office Supplies	N
05- 430- 700- 4800- 6450		08/31/2020 Verizon Wireless Multi- Trac (R	312273- 0	Small Equipment: Telephones,Chairs,	N
05- 430- 700- 4800- 6300		08/18/2020 Mailrm- Copier Contract IRC5560	312451- 0	Maintenance/Service Contracts	N
08/25/2020					
86235 The Office Shop Inc					
			11 Transactions		
10930 Tidholm Productions					
05- 430- 700- 4800- 6405		08/25/2020 #10 Reg Security Envelopes	1457 9264	Office Supplies	Y
10930 Tidholm Productions					
			1 Transactions		
430 DEPT Total:		5,876.76	Social Services	9 Vendors	21 Transactions
5 Fund Total:		8,961.97	Health & Human Services		65 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
9 State

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>1099</u>
				<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT		Undesignated		
	4580 Mn Dept Of Finance		825.00		
	09-000-000-0000-2030				State Fees, Assessments & Surcharge: N
	4580 Mn Dept Of Finance		825.00		
				08/01/2020 08/31/2020	
				1 Transactions	
0	DEPT Total:		825.00	Undesignated	1 Vendors 1 Transactions
9	Fund Total:		825.00	State	1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
900	DEPT		Timber Permit Bonds			
943	Cook Logging					
	10- 900- 000- 0000- 2300		Bond Refund	13987	Timber Permit Bonds	N
943	Cook Logging					
		742.60				
		742.60		1 Transactions		
999999000	Fredrickson/Devin					
	10- 900- 000- 0000- 2300		Bond Refund	14208	Timber Permit Bonds	N
999999000	Fredrickson/Devin					
		1,528.00				
		1,528.00		1 Transactions		
5791	Sappi					
	10- 900- 000- 0000- 2300		Bond Refund	14124	Timber Permit Bonds	N
5791	Sappi					
		1,513.85				
		1,513.85		1 Transactions		
900	DEPT Total:	3,784.45	Timber Permit Bonds	3 Vendors	3 Transactions	
921	DEPT		Co. Development			
9046	Loffler Companies					
	10- 921- 000- 0000- 6250		GIS	00001085	Telephone	N
	10- 921- 000- 0000- 6250		Surveyor	00001085	Telephone	N
9046	Loffler Companies					
		5.22				
		5.22		2 Transactions		
5889	USDA, APHIS, General					
	10- 921- 000- 0000- 6231		Beaver Removal	3003261759	Services, Labor, Contracts	N
5889	USDA, APHIS, General					
		612.17				
		612.17		1 Transactions		
921	DEPT Total:	622.61	Co. Development	2 Vendors	3 Transactions	
923	DEPT		Forfeited Tax Sales			
170	Aitkin Motor Company					
	10- 923- 000- 0000- 6590		#185 2008 F150 - LOF, pinion s	30017	Repair & Maintenance Supplies	N
	10- 923- 000- 0000- 6590		#463 2012 F150 - LOF, brakes	30035	Repair & Maintenance Supplies	N
170	Aitkin Motor Company					
		219.64				
		324.35		2 Transactions		
170	Aitkin Motor Company					
		543.99				
195	Aitkin Tire Shop					
	10- 923- 000- 0000- 6590		Bobcat Trailer (2), Grader (1)	60142	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop					
		935.00		1 Transactions		
		935.00				
10452	AT&T Mobility					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
10 Trust

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
10452	AT&T Mobility			546.84	Cell phones - attorneys	287257204209	Telephone	N
				546.84	1 Transactions			
13725	Beartooth True Value							
	10- 923- 000- 0000- 6406			17.05	Staple, mouse killer, black wi	B129614	Field Supplies	N
	10- 923- 000- 0000- 6406			53.98	Handle Tamper, Spade	B130688	Field Supplies	N
	10- 923- 000- 0000- 6406			5.37	C- Clip Ring, Eye Bolt	B132963	Field Supplies	N
13725	Beartooth True Value			76.40	3 Transactions			
943	Cook Logging							
	10- 923- 000- 0000- 6820			1,871.93	Overappraised	13987	Refunds & Reimbursements	N
943	Cook Logging			1,871.93	1 Transactions			
10855	Culligan							
	10- 923- 000- 0000- 6254			76.26	Water Cooler Rental	150100464562	Utilities	N
10855	Culligan			76.26	1 Transactions			
999999000	Fredrickson/Devin							
	10- 923- 000- 0000- 6820			6,268.75	Overappraised	14208	Refunds & Reimbursements	N
999999000	Fredrickson/Devin			6,268.75	1 Transactions			
1754	Garrison Disposal Company, Inc							
	10- 923- 000- 0000- 6254			110.30	2 yd Garbage	140865	Utilities	N
1754	Garrison Disposal Company, Inc			110.30	1 Transactions			
2340	Hyytinen Hardware Hank							
	10- 923- 000- 0000- 6406			40.47	batteries - ATV	1598756	Field Supplies	N
	10- 923- 000- 0000- 6406			8.49	2 cycle oil - chainsaw	1602084	Field Supplies	N
2340	Hyytinen Hardware Hank			48.96	2 Transactions			
9046	Loffler Companies							
	10- 923- 000- 0000- 6250			73.10	Land- Trust- Not Quale	00001085	Telephone	N
9046	Loffler Companies			73.10	1 Transactions			
9692	Minnesota Energy Resources Corporation							
	10- 923- 000- 0000- 6254			46.35	Shop heat	0502544561	Utilities	N
					07/24/2020	08/21/2020		
9692	Minnesota Energy Resources Corporation			46.35	1 Transactions			

WLC1
 9/15/20 2:22PM
 10 Trust

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
1652	Northland Fire Protection, LLC		182.00	Extinguishers Service	41609	Repair & Maintenance Supplies	N
	10- 923- 000- 0000- 6590						
1652	Northland Fire Protection, LLC		182.00		1 Transactions		
3760	Palisade Cooperative Oil Assoc		117.41	Fuel - Aitkin County Parks		Gas And Oil	N
	10- 923- 000- 0000- 6511						
				07/27/2020	08/19/2020		
3760	Palisade Cooperative Oil Assoc		117.41		1 Transactions		
4010	Rasley Oil Company		636.07	Aug Fuel - Land & Parks	AITCOL&PS	Gas And Oil	N
	10- 923- 000- 0000- 6511						
				08/01/2020	08/31/2020		
4010	Rasley Oil Company		636.07		1 Transactions		
86235	The Office Shop Inc		43.45	Envelopes, stapler, paper pad	312513- 0	Office Supplies	N
	10- 923- 000- 0000- 6405						
86235	The Office Shop Inc		43.45		1 Transactions		
10930	Tidholm Productions		127.93	Foreclosure notices	1435 9235	Field Supplies	Y
	10- 923- 000- 0000- 6406						
10930	Tidholm Productions		339.00	Public Auction yard signs	1435 9235	Field Supplies	Y
	10- 923- 000- 0000- 6406						
10930	Tidholm Productions		466.93		2 Transactions		
9642	WEX BANK		2,482.88	Aug Fuel	67475995	Gas And Oil	N
	10- 923- 000- 0000- 6511						
				08/01/2020	08/31/2020		
9642	WEX BANK		2,482.88		1 Transactions		
923	DEPT Total:		14,526.62	Forfeited Tax Sales	17 Vendors	22 Transactions	
10	Fund Total:		18,933.68	Trust		28 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
924	DEPT			Forest Resource			
	7041 Ammala/Allen K.						
	11- 924- 000- 0000- 5150		50.00	Balance - Soo Line deposit		Sooline Rr Permits	Y
	7041 Ammala/Allen K.		50.00	1 Transactions			
924	DEPT Total:		50.00	Forest Resource	1 Vendors	1 Transactions	
925	DEPT			Resource Management			
	9280 4 Control Inc						
	11- 925- 000- 0000- 6405		160.00	Bark Oil	7190	Office Supplies	N
	9280 4 Control Inc		160.00	1 Transactions			
86467	Auto Value Aitkin						
	11- 925- 000- 0000- 6590		17.99		40157755	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		35.98		40157772	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		214.20	Delvac, HD oil, HD Air/Fuel Co	40163450	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		38.95	CMBK, Shop towels, cleaner, et	40163524	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		45.98	2 lift supports	40163760	Repair & Maintenance Supplies	N
86467	Auto Value Aitkin		281.14	5 Transactions			
2030	Hansen/Dale G.						
	11- 925- 000- 0000- 6231		2,675.30	Roadside mowing	170	Services, Labor, Contracts	S
	11- 925- 000- 0000- 6231		1,504.00	Roadside mowing- Soo line	170	Services, Labor, Contracts	S
2030	Hansen/Dale G.		4,179.30	2 Transactions			
11397	Holmvg Excavating, LLC						
	11- 925- 000- 0000- 6361		7,612.50	1000 yds gravel / 7.5 hrs CAT	7626	Road Construction Service	Y
	11- 925- 000- 0000- 6361		7,984.00	800 yds gravel / 54 yds tailin	7627	Road Construction Service	Y
11397	Holmvg Excavating, LLC		15,596.50	2 Transactions			
8436	Northland Parts						
	11- 925- 000- 0000- 6590		104.83	Oil filter	408478	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		39.99	Compact Tire Repair kit - grad	409318	Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590		49.49	Hydraulic Fluid - Axtell	409802	Repair & Maintenance Supplies	N
8436	Northland Parts		194.31	3 Transactions			
10412	O'Reilly Auto Parts						
	11- 925- 000- 0000- 6590		18.99	Galgear Lub	1878- 464532	Repair & Maintenance Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
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	
			Amount			
10412	O'Reilly Auto Parts		18.99	1 Transactions		
15370	Sullivan Jr/Barry D					
	11- 925- 000- 0000- 6231		2,700.00	Hand release TSI brushing	Services, Labor, Contracts	Y
15370	Sullivan Jr/Barry D		2,700.00	1 Transactions		
10930	Tidholm Productions					
	11- 925- 000- 0000- 6231		608.95	Bud Caps	1435 9235	Services, Labor, Contracts
10930	Tidholm Productions		608.95	1 Transactions		Y
925	DEPT Total:		23,739.19	Resource Management	8 Vendors	16 Transactions
939	DEPT			County Surveyor		
10452	AT&T Mobility					
	11- 939- 000- 0000- 6250		45.57	cell phone - surveyor	287257204209	Telephone
10452	AT&T Mobility		45.57	1 Transactions		N
12500	Frontier Precision, Inc					
	11- 939- 000- 0000- 6406		100.00	FPI Training - survey	217511	Supplies
	11- 939- 000- 0000- 6406		181.60	BIPOD, TRB 1/2- 13ss Universal	217512	Supplies
12500	Frontier Precision, Inc		281.60	2 Transactions		N
10930	Tidholm Productions					
	11- 939- 000- 0000- 6405		100.00	#10 window envelopes	1435 9235	Office & Computer Supplies
10930	Tidholm Productions		100.00	1 Transactions		Y
939	DEPT Total:		427.17	County Surveyor	3 Vendors	4 Transactions
11	Fund Total:		24,216.36	Forest Development		21 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
14 Capital Project

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			
13649	Aitkin Rental Center					
	14- 949- 000- 0000- 6630		Square Scrub - C/H floors	54265	Miscellaneous- Capital Expense	1
13649	Aitkin Rental Center					
			95.70			
			95.70	1 Transactions		
88628	Dalco Enterprises, Inc.					
	14- 949- 000- 0000- 6630		Floor stripper	3650540	Miscellaneous- Capital Expense	N
88628	Dalco Enterprises, Inc.					
			178.24	1 Transactions		
			178.24			
11522	Sherwin- Williams Company/The					
	14- 949- 000- 0000- 6630		PAINT FOR RECORDER'S TABLE	5560- 1	Miscellaneous- Capital Expense	N
11522	Sherwin- Williams Company/The					
			110.93	1 Transactions		
			110.93			
949	DEPT Total:		384.87	Courthouse Addition	3 Vendors	3 Transactions
14	Fund Total:		384.87	Capital Project		3 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
524	DEPT		LLCC Maintenance			
	3760 Palisade Cooperative Oil Assoc					
	19- 524- 000- 0000- 6511		34.53	Fuel - Long Lake Cons Center		Gas And Oil N
				08/06/2020 08/14/2020		
	3760 Palisade Cooperative Oil Assoc		34.53	1 Transactions		
524	DEPT Total:		34.53	LLCC Maintenance	1 Vendors	1 Transactions
19	Fund Total:		34.53	Long Lake Conservation Center		1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
9280	4 Control Inc					
	21- 520- 000- 0000- 6406		Garlon 4 Ultra Containers	7190	Field Supplies	N
9280	4 Control Inc		1 Transactions			
9075	Aardvark by On Site Companies					
	21- 520- 000- 0000- 6231		PortaToilet Service - Aug	020493	Services, Labor, Contracts	N
		1,275.00	08/01/2020 08/31/2020			
9075	Aardvark by On Site Companies		1 Transactions			
116	Aitkin Pet & Farm Supply Inc					
	21- 520- 000- 0000- 6406		5 gal Pearock (4)	326099	Field Supplies	N
116	Aitkin Pet & Farm Supply Inc		1 Transactions			
13649	Aitkin Rental Center					
	21- 520- 000- 0000- 6231	Q	Bobcat, Brushwolf 66" - ski tr	54517	Services, Labor, Contracts	1
13649	Aitkin Rental Center		1 Transactions			
10083	Cedarbrook Lumber Comp					
	21- 520- 000- 0000- 6231		Landscape block, tube sand	109475	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Garden block	109503	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		garden block adhesive block	109521	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Adhesive block, sand, garden b	109533	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Adhesive block, garden block	109550	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Treated posts	109815	Services, Labor, Contracts	N
10083	Cedarbrook Lumber Comp		6 Transactions			
2763	Countryside Sanitation					
	21- 520- 000- 0000- 6231		Berglund Monthly Garbage	177829	Services, Labor, Contracts	Y
2763	Countryside Sanitation		1 Transactions			
88628	Dalco Enterprises, Inc.					
	21- 520- 000- 0000- 6405		TP, PT, Mops	3650569	Office Supplies	N
88628	Dalco Enterprises, Inc.		1 Transactions			
11051	Department of Human Services					
	21- 520- 000- 0000- 6231		2 UV Digital Prints	15843	Services, Labor, Contracts	N
11051	Department of Human Services		1 Transactions			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
21 Parks

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	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>	
10618	Erik's Lawn Service						
	21- 520- 000- 0000- 6231		2,110.00	July Mowing	6834	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		1,892.00	Aug Mowing	6946	Services, Labor, Contracts	Y
10618	Erik's Lawn Service		4,002.00	2 Transactions			
1754	Garrison Disposal Company, Inc						
	21- 520- 000- 0000- 6231		100.00	2 yd Garbage - Aitkin Co Camp	140866	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		100.00	1 Transactions			
1829	Goble's Sewer Service Inc.						
	21- 520- 000- 0000- 6231		120.00	8/25 - Berglund Dump Station	19768	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		120.00	8/28 - Aitkin Camp Dump	19829	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		240.00	2 Transactions			
7525	Hometown Bldg Supply						
	21- 520- 000- 0000- 6406		97.89	3 2x10 treated	2008- 016036	Field Supplies	N
	21- 520- 000- 0000- 6406		84.68	2 12' 5/6, Concrete mix	2008- 018008	Field Supplies	N
	21- 520- 000- 0000- 6406		39.21	3 caulk saver, concrete patche	2008- 018525	Field Supplies	N
7525	Hometown Bldg Supply		221.78	3 Transactions			
2340	Hyytinen Hardware Hank						
	21- 520- 000- 0000- 6406		0.90	hardware - spare tires	1598080	Field Supplies	N
	21- 520- 000- 0000- 6406		4.99	hornet spray	1598838	Field Supplies	N
	21- 520- 000- 0000- 6406		22.99	Ratchet tie down	1601358	Field Supplies	N
	21- 520- 000- 0000- 6406		61.18	Chain, hooks, links, etc	1602094	Field Supplies	N
	21- 520- 000- 0000- 6406		5.99	Hardware	1602311	Field Supplies	N
	21- 520- 000- 0000- 6406		4.49	Socket Adapter Impact	1602887	Field Supplies	N
2340	Hyytinen Hardware Hank		100.54	6 Transactions			
9354	Kangas Enterprise, Inc						
	21- 520- 000- 0000- 6231		239.90	Jacobson	19521	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		239.90	1 Transactions			
3024	Kingsley/Russell Lee						
	21- 520- 000- 0000- 6802	Q	7,140.00	Blind Lake trail maint/repair		Trail Grants- State	Y
3024	Kingsley/Russell Lee		7,140.00	1 Transactions			
10337	Mille Lacs Driftskippers						
	21- 520- 000- 0000- 6802		20,385.83	Redtop ATV Trail		Trail Grants- State	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
9/15/20 2:22PM
21 Parks

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10337	Mille Lacs Driftskippers			20,385.83				
					1 Transactions			
14483	Norland Sanitary Services							
	21- 520- 000- 0000- 6231			137.19	Jacobson Dumpster- Aug	19140	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231			137.19	Jacobson Dumpster- Sept	20142	Services, Labor, Contracts	N
14483	Norland Sanitary Services			274.38				
					2 Transactions			
3950	Public Utilities							
	21- 520- 000- 0000- 6254			190.02	Miss Access	1670- 00	Utilities	N
					07/16/2020 08/16/2020			
	21- 520- 000- 0000- 6254			265.56	Parks Shower MS Access	1671- 00	Utilities	N
					07/16/2020 08/16/2020			
	21- 520- 000- 0000- 6254			238.81	Land Dept	348- 00	Utilities	N
					07/16/2020 08/16/2020			
3950	Public Utilities			694.39				
					3 Transactions			
15211	Quality Disposal Systems Inc							
	21- 520- 000- 0000- 6231			234.00	Snake River Garbage	1187622	Services, Labor, Contracts	N
15211	Quality Disposal Systems Inc			234.00				
					1 Transactions			
12718	Up North Riders							
	21- 520- 000- 0000- 6802			1,422.56	Lawler Loop - DNR trail grant		Trail Grants- State	N
12718	Up North Riders			1,422.56				
					1 Transactions			
520	DEPT Total:			40,787.91	Parks	20 Vendors	37 Transactions	
21	Fund Total:			40,787.91	Parks		37 Transactions	
	Final Total:			318,796.09	257 Vendors	404 Transactions		

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	157,897.37	General Fund
	3	66,754.40	Road & Bridge
	5	8,961.97	Health & Human Services
	9	825.00	State
	10	18,933.68	Trust
	11	24,216.36	Forest Development
	14	384.87	Capital Project
	19	34.53	Long Lake Conservation Center
	21	40,787.91	Parks
	All Funds	318,796.09	Total

Approved by,

.....

.....

2E

KMR1
9/14/20 2:34PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 1

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

August 2020 Sales & Use Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

KMR1
 9/14/20 2:34PM
 1 General Fund

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
1 01-040-021-0000-5840		0.13	Receipt Nbr 14496 08/04/2020	Misc Receipts	N
2 01-040-021-0000-5840		2.57	Receipt Nbr 14496 08/04/2020	Misc Receipts	N
3 01-040-021-0000-5840		1.61	Receipt Nbr 14597 08/25/2020	Misc Receipts	N
4 01-042-000-0000-5840		0.13	Receipt Nbr 14495 08/04/2020	Misc Receipts	N
5 01-049-000-0000-5525		7.23	Receipt Nbr 14520 08/11/2020	Label & Listing Sales	N
6 01-090-000-0000-5840		0.64	Receipt Nbr 14560 08/19/2020	Misc Receipts	N
7 01-090-000-0000-5840		0.96	Receipt Nbr 14560 08/19/2020	Misc Receipts	N
8 01-090-000-0000-5840		0.64	Receipt Nbr 14570 08/20/2020	Misc Receipts	N
9 01-090-000-0000-5840		0.64	Receipt Nbr 14611 08/28/2020	Misc Receipts	N
10 01-090-000-0000-5840		0.96	Receipt Nbr 14611 08/28/2020	Misc Receipts	N
11 01-090-000-0000-5840		1.29	Receipt Nbr 14611 08/28/2020	Misc Receipts	N
12 01-100-000-0000-5840		96.05	Receipt Nbr 311 08/06/2020	Misc Receipts	N
13 01-100-000-0000-5840		1.80	Receipt Nbr 332 08/11/2020	Misc Receipts	N
14 01-100-000-0000-5840		1.29	Receipt Nbr 361 08/17/2020	Misc Receipts	N
15 01-100-000-0000-5840		11.00	Receipt Nbr 380 08/18/2020	Misc Receipts	N
16 01-252-252-0000-5872		39.12	Receipt Nbr 14502 08/07/2020	Phone Card Prisoner Welfare(Taxabl	N
17 01-252-252-0000-5885		22.50	Receipt Nbr 14502 08/07/2020	Commissary Sales Taxable	N
18 01-252-252-0000-5885		22.21	Receipt Nbr 14544 08/14/2020	Commissary Sales Taxable	N
19 01-252-252-0000-5885		18.62	Receipt Nbr 14580 08/21/2020	Commissary Sales Taxable	N
20 01-252-252-0000-5885		16.19	Receipt Nbr 14616 08/28/2020	Commissary Sales Taxable	N
89991 Bremer Bank		245.58	20 Transactions		
1 Fund Total:		245.58	General Fund	1 Vendors	20 Transactions

KMR1
 9/14/20 2:34PM
 3 Road & Bridge

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank					
21 03-000-000-0000-5855		1.93	Receipt Nbr 14481 08/03/2020	Charges- Individuals	N
22 03-000-000-0000-5855		3.86	Receipt Nbr 14497 08/05/2020	Charges- Individuals	N
23 03-000-000-0000-5855		9.65	Receipt Nbr 14506 08/07/2020	Charges- Individuals	N
24 03-000-000-0000-5855		0.13	Receipt Nbr 14506 08/07/2020	Charges- Individuals	N
25 03-000-000-0000-5855		6.88	Receipt Nbr 14506 08/07/2020	Charges- Individuals	N
26 03-000-000-0000-5855		1.93	Receipt Nbr 14509 08/10/2020	Charges- Individuals	N
27 03-000-000-0000-5855		1.93	Receipt Nbr 14517 08/11/2020	Charges- Individuals	N
28 03-000-000-0000-5855		1.93	Receipt Nbr 14526 08/12/2020	Charges- Individuals	N
29 03-000-000-0000-5855		1.93	Receipt Nbr 14536 08/13/2020	Charges- Individuals	N
30 03-000-000-0000-5855		1.93	Receipt Nbr 14539 08/14/2020	Charges- Individuals	N
31 03-000-000-0000-5855		3.86	Receipt Nbr 14543 08/14/2020	Charges- Individuals	N
32 03-000-000-0000-5855		6.88	Receipt Nbr 14543 08/14/2020	Charges- Individuals	N
33 03-000-000-0000-5855		0.26	Receipt Nbr 14543 08/14/2020	Charges- Individuals	N
34 03-000-000-0000-5855		1.93	Receipt Nbr 14547 08/17/2020	Charges- Individuals	N
35 03-000-000-0000-5855		0.39	Receipt Nbr 14569 08/20/2020	Charges- Individuals	N
36 03-000-000-0000-5855		3.44	Receipt Nbr 14581 08/21/2020	Charges- Individuals	N
37 03-000-000-0000-5855		7.72	Receipt Nbr 14581 08/21/2020	Charges- Individuals	N
38 03-000-000-0000-5855		9.65	Receipt Nbr 14615 08/28/2020	Charges- Individuals	N
39 03-000-000-0000-5855		3.44	Receipt Nbr 14615 08/28/2020	Charges- Individuals	N
40 03-000-000-0000-5855		1.93	Receipt Nbr 14620 08/31/2020	Charges- Individuals	N
41 03-000-000-0000-5855		1.93	Receipt Nbr 14621 08/31/2020	Charges- Individuals	N
42 03-000-000-0000-5857		5.13	Receipt Nbr 14543 08/14/2020	Culverts	N
95 03-303-000-0000-6513		1,399.64	Diesel Tax - August 2020	Motor Fuel & Lubricants	N
			08/01/2020 08/31/2020		
89991 Bremer Bank		1,478.30	23 Transactions		
3 Fund Total:		1,478.30	Road & Bridge	1 Vendors	23 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
9/14/20 2:34PM
10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
89991 Bremer Bank					
43 10-923-000-0000-5260		7.40	Receipt Nbr 1706 08/14/2020	FTS- Leases/Easements	N
89991 Bremer Bank		7.40	1 Transactions		
10 Fund Total:		7.40	Trust	1 Vendors	1 Transactions

KMR1
 9/14/20 2:34PM
 11 Forest Development

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
89991 Bremer Bank					
44 11- 939- 000- 0000- 5840		0.96	Receipt Nbr 1710 08/14/2020	Misc Receipts	N
89991 Bremer Bank		0.96	1 Transactions		
11 Fund Total:		0.96	Forest Development	1 Vendors	1 Transactions

KMR1
 9/14/20 2:34PM
 19 Long Lake Conservation C

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
45 19-521-000-0000-5885		0.46	Receipt Nbr 14512 08/10/2020	Commissary Sales Taxable	N
89991 Bremer Bank		0.46	1 Transactions		
19 Fund Total:		0.46	Long Lake Conservation Center	1 Vendors	1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
9/14/20 2:34PM
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
89991 Bremer Bank					
46 21-520-000-0000-5510	24.44	Receipt Nbr 1690 08/03/2020		Co. Parks Campground Fees	N
47 21-520-000-0000-5510	5.15	Receipt Nbr 1690 08/03/2020		Co. Parks Campground Fees	N
48 21-520-000-0000-5510	27.98	Receipt Nbr 1690 08/03/2020		Co. Parks Campground Fees	N
49 21-520-000-0000-5510	3.86	Receipt Nbr 1695 08/04/2020		Co. Parks Campground Fees	N
50 21-520-000-0000-5510	9.65	Receipt Nbr 1695 08/04/2020		Co. Parks Campground Fees	N
51 21-520-000-0000-5510	7.72	Receipt Nbr 1695 08/04/2020		Co. Parks Campground Fees	N
52 21-520-000-0000-5510	2.57	Receipt Nbr 1699 08/07/2020		Co. Parks Campground Fees	N
53 21-520-000-0000-5510	12.87	Receipt Nbr 1699 08/07/2020		Co. Parks Campground Fees	N
54 21-520-000-0000-5510	3.86	Receipt Nbr 1699 08/07/2020		Co. Parks Campground Fees	N
55 21-520-000-0000-5510	12.87	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
56 21-520-000-0000-5510	4.07	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
57 21-520-000-0000-5510	11.90	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
58 21-520-000-0000-5510	13.51	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
59 21-520-000-0000-5510	1.16	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
60 21-520-000-0000-5510	0.32	Receipt Nbr 1700 08/07/2020		Co. Parks Campground Fees	N
61 21-520-000-0000-5510	10.29	Receipt Nbr 1701 08/11/2020		Co. Parks Campground Fees	N
62 21-520-000-0000-5510	7.72	Receipt Nbr 1701 08/11/2020		Co. Parks Campground Fees	N
63 21-520-000-0000-5510	7.72	Receipt Nbr 1701 08/11/2020		Co. Parks Campground Fees	N
64 21-520-000-0000-5510	3.86	Receipt Nbr 1701 08/11/2020		Co. Parks Campground Fees	N
65 21-520-000-0000-5510	6.43	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
66 21-520-000-0000-5510	8.23	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
67 21-520-000-0000-5510	2.89	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
68 21-520-000-0000-5510	3.86	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
69 21-520-000-0000-5510	7.72	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
70 21-520-000-0000-5510	1.93	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
71 21-520-000-0000-5510	0.32	Receipt Nbr 1702 08/12/2020		Co. Parks Campground Fees	N
72 21-520-000-0000-5510	2.89	Receipt Nbr 1708 08/14/2020		Co. Parks Campground Fees	N
73 21-520-000-0000-5510	9.01	Receipt Nbr 1712 08/17/2020		Co. Parks Campground Fees	N
74 21-520-000-0000-5510	4.82	Receipt Nbr 1712 08/17/2020		Co. Parks Campground Fees	N
75 21-520-000-0000-5510	9.01	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
76 21-520-000-0000-5510	4.12	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
77 21-520-000-0000-5510	12.54	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
78 21-520-000-0000-5510	4.82	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
79 21-520-000-0000-5510	2.57	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
80 21-520-000-0000-5510	1.54	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
81 21-520-000-0000-5510	0.32	Receipt Nbr 1713 08/19/2020		Co. Parks Campground Fees	N
82 21-520-000-0000-5510	25.73	Receipt Nbr 1714 08/19/2020		Co. Parks Campground Fees	N
83 21-520-000-0000-5510	1.93	Receipt Nbr 1714 08/19/2020		Co. Parks Campground Fees	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
9/14/20 2:34PM
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
84 21-520-000-0000-5510		Receipt Nbr 1717 08/21/2020		Co. Parks Campground Fees	N
85 21-520-000-0000-5510		Receipt Nbr 1717 08/21/2020		Co. Parks Campground Fees	N
86 21-520-000-0000-5510		Receipt Nbr 1717 08/21/2020		Co. Parks Campground Fees	N
87 21-520-000-0000-5510		Receipt Nbr 1731 08/26/2020		Co. Parks Campground Fees	N
88 21-520-000-0000-5510		Receipt Nbr 1731 08/26/2020		Co. Parks Campground Fees	N
89 21-520-000-0000-5510		Receipt Nbr 1731 08/26/2020		Co. Parks Campground Fees	N
90 21-520-000-0000-5510		Receipt Nbr 1731 08/26/2020		Co. Parks Campground Fees	N
91 21-520-000-0000-5510		Receipt Nbr 1733 08/31/2020		Co. Parks Campground Fees	N
92 21-520-000-0000-5510		Receipt Nbr 1733 08/31/2020		Co. Parks Campground Fees	N
93 21-520-000-0000-5510		Receipt Nbr 1733 08/31/2020		Co. Parks Campground Fees	N
94 21-520-000-0000-5510		Receipt Nbr 1733 08/31/2020		Co. Parks Campground Fees	N
89991 Bremer Bank		380.94	49 Transactions		
21 Fund Total:		380.94	Parks	1 Vendors	49 Transactions
Final Total:		2,113.64	6 Vendors	95 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	245.58	General Fund
3	1,478.30	Road & Bridge
10	7.40	Trust
11	0.96	Forest Development
19	0.46	Long Lake Conservation Center
21	380.94	Parks
All Funds	2,113.64	Total

Approved by,

.....
.....
.....

WLC1
9/10/20 12:21PM

Aitkin County



2F

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Road & Bridge Contracts

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 AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
307	DEPT			R&B Capital Infrastructure		
	7814 Kern & Tabery Inc					
	03-307-000-0000-6262		420,440.98	Partial Payment #7	20198	Contract Payments N
				08/17/2020 09/08/2020		
	7814 Kern & Tabery Inc		420,440.98	1 Transactions		
	9350 PCiRoads, LLC					
	03-307-000-0000-6262		185,249.81	Partial Payment #2	20201	Contract Payments N
				08/12/2020 09/04/2020		
	9350 PCiRoads, LLC		185,249.81	1 Transactions		
307	DEPT Total:		605,690.79	R&B Capital Infrastructure	2 Vendors	2 Transactions
3	Fund Total:		605,690.79	Road & Bridge		2 Transactions
	Final Total:		605,690.79	2 Vendors	2 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	605,690.79	Road & Bridge
All Funds	605,690.79	Total

Approved by,

.....
.....
.....

26

KMR1
9/9/20 1:32PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

August Mtg. Reg & Deed Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

KMR1
 9/9/20 1:32PM
 9 State

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
780 Bremer Bank					
2 09-000-000-0000-2025		74,471.25	Deed Tax - August		State's Share Of Deed Tax (97%) N
1 09-000-000-0000-2026		63,856.63	Mtg Reg - August		State Share Of Mortgage Registry (9 N
780 Bremer Bank		138,327.88		2 Transactions	
9 Fund Total:		138,327.88	State	1 Vendors	2 Transactions
Final Total:		138,327.88	1 Vendors	2 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	9	138,327.88	State
	All Funds	138,327.88	Total

Approved by,

.....
.....
.....

KMR1
9/3/20 2:27PM

Aitkin County



2H

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

Elan paid 9/3/20

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/3/20 2:27PM
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 5462 Bremer Bank (Elan ACH)		6,473.82	ELAN - Paid 09/03/2020	ELAN - Statement Payment	N
01-044-000-0000-6800					
5462 Bremer Bank (Elan ACH)		6,473.82	1 Transactions		
1 Fund Total:		6,473.82	General Fund	1 Vendors	1 Transactions
Final Total:		6,473.82	1 Vendors	1 Transactions	

KMR1
9/3/20

2:27PM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	6,473.82	General Fund
All Funds		6,473.82	Total

Approved by,

.....

.....

KMR1
9/14/20 2:16PM

Aitkin County



21

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Returned Checks - Property Taxes

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

KMR1
9/14/20 2:16PM
13 Taxes & Penalties

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8410 Bremer Bank					
1 13- 943- 000- 0000- 2001		448.00	Curr RE Period 2	Blocked Acct	Cur - Property Taxes N
8410 Bremer Bank		448.00	1 Transactions		
13 Fund Total:		448.00	Taxes & Penalties	1 Vendors	1 Transactions
Final Total:		448.00	1 Vendors	1 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	448.00	Taxes & Penalties
All Funds	448.00	Total

Approved by,

.....
.....
.....

KMR1
9/9/20 11:07AM

Aitkin County



25

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Camping Refunds

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/9/20 11:07AM
21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 8410 Bremer Bank		60.00	Camping Refund	3018 & 3243	Co. Parks Campground Fees N
1 8410 Bremer Bank		60.00	1 Transactions		
21 Fund Total:		60.00	Parks	1 Vendors	1 Transactions
Final Total:		60.00	1 Vendors	1 Transactions	

KMR1
9/9/20

11:07AM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	60.00	Parks
	All Funds	60.00	Total

Approved by,

.....

.....

KMR1
9/10/20 2:56PM

Aitkin County



ak

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Credit Card Fees - Ucc

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/10/20 2:56PM
19 Long Lake Conservation C

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank					
1 19- 522- 000- 0000- 6217		78.48	Credit Card- Acct & Service Fee	Credit Card Fees	N
8410 Bremer Bank		78.48	1 Transactions		
19 Fund Total:		78.48	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:		78.48	1 Vendors	1 Transactions	

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>
19	78.48
All Funds	78.48

Name

Long Lake Conservation Center

Total

Approved by,

.....
.....
.....

KMR1
9/10/20 3:00PM

Aitkin County



2L

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

FSA Claims

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
 9/10/20 3:00PM
 1 General Fund

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIOI

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8410 Bremer Bank					
1 01-044-904-0000-6360		3,260.00	Dep Care FSA Claims 2020	39546050	Flex Plan Withdrawals N
2 01-044-904-0000-6360		278.12	Med FSA Claims 2020	39546050	Flex Plan Withdrawals N
8410 Bremer Bank		3,538.12	2 Transactions		
1 Fund Total:		3,538.12	General Fund	1 Vendors	2 Transactions
Final Total:		3,538.12	1 Vendors	2 Transactions	

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIOI



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	3,538.12	General Fund
	All Funds	3,538.12	Total

Approved by,

.....
.....
.....

KMR1
9/16/20 8:52AM

Aitkin County



2M

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Medical FSA Claims

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



KMR1
9/16/20 8:52AM
1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank					
1 01- 044- 904- 0000- 6360		Med FSA Claims 2020	39553426	Flex Plan Withdrawals	N
8410 Bremer Bank		1 Transactions			
1 Fund Total:		General Fund	1 Vendors	1 Transactions	
Final Total:		1 Vendors	1 Transactions		

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	2,516.94	General Fund
All Funds	2,516.94	Total

Approved by,

.....
.....
.....

KMR1
9/15/20 2:24PM

Aitkin County



2N

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Elan Paid 9/3/20

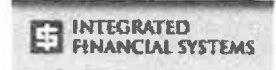
Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<u>Vendor No.</u>	<u>Name Account/Formula</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description Service Dates</u>	<u>Invoice # Paid On Bhf #</u>	<u>Account/Formula Descripti On Behalf of Name</u>	<u>1099</u>
5462	Bremer Bank (Elan ACH)						
52	01-043-000-0000-6302		167.78	Vehicle Battery		Car Maintenance	N
5	01-044-920-0000-6800		317.60	Covid-19 Blk Cty Facemasks 08/14/2020		COVID Related Expenditures	N
6	01-044-920-0000-6800		257.40	Covid-19 Measuring Rods for Sc 08/12/2020		COVID Related Expenditures	N
7	01-044-920-0000-6800		79.98	Covid-19 Webcam 08/12/2020		COVID Related Expenditures	N
8	01-044-920-0000-6800		101.60	Covid-19 Pens/Disp face masks 08/13/2020		COVID Related Expenditures	N
9	01-044-920-0000-6800		278.38	Covid-19 Headset & Adapter 08/12/2020		COVID Related Expenditures	N
10	01-044-920-0000-6800		25.98	Covid-19 Clear Tote Bags 08/13/2020		COVID Related Expenditures	N
14	01-044-920-0000-6800		119.95	Covid-19 Disinfecting Towelett 08/18/2020		COVID Related Expenditures	N
15	01-044-920-0000-6800		212.94	Covid-19 08/14/2020		COVID Related Expenditures	N
43	01-044-920-0000-6800		16.02	Zoom - Community Corrections 08/23/2020 09/22/2020		COVID Related Expenditures	N
53	01-044-920-0000-6800		15.98	Cisco Subscription(Webex) - P& 08/15/2020 09/14/2020		COVID Related Expenditures	N
31	01-060-920-0000-6800		106.05	Pack- N- Roll Folding Cart		Election Expenses - COVID Related	N
32	01-060-920-0000-6800		123.30	Black RTA Mobile Desk (ICC Mac		Election Expenses - COVID Related	N
35	01-200-019-0000-6231		60.42	Nationwide - K-9 Insurance		Services, Labor, Contracts	N
34	01-200-201-0000-6610		313.00	SafeVision - #209 Safety Lens		Equipment	N
51	01-252-000-0000-6424		172.72	Walmart- Jail TV, Blue Ray		Inmate Supplies	N
1	01-044-000-0000-6800		6,473.82-	ELAN - Paid 09/03/2020 Allocat		ELAN - Statement Payment	N
49	01-110-000-0000-6422		35.59	Air Filters for Boilers	03204	Janitorial Supplies	N
54	01-390-000-0000-6240		40.00	MEHA Membership Renewal 09/01/2020 09/30/2021	06222	Dues	N
55	01-200-019-0000-6409		29.88	Chewy.com- Loki Supplements	327830076	Supplies	N
24	01-049-000-0000-6402		48.99	Webcamera	4006639	Computer Supplies & Software	N
23	01-049-000-0000-6405		35.99	Printer Labels	6473866	Office Supplies (Non Computer)	N
48	01-110-000-0000-6422		155.70	Water Cooler Filters	64926	Janitorial Supplies	N
50	01-044-920-0000-6800		30.97	Shower Curtain and Pole	90727	COVID Related Expenditures	N
39	01-053-000-0000-6298		75.00	Employee Recognition- Walmart	A. Lundquist	Employee Recognition	N
38	01-053-000-0000-6298		75.00	Employee Recognition- Paulbeck'	B. Roden	Employee Recognition	N
40	01-053-000-0000-6298		75.00	Employee Recognition- Walmart	G. Smith	Employee Recognition	N

Aitkin County



KMR1
9/15/20 2:24PM
1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
26	01-044-920-0000-6800		COVID- 19 Printer (SD) 08/14/2020 08/14/2020	hhs-08142020	COVID Related Expenditures	N
25	01-049-000-0000-6402		Sphider- plus Search Engine	J4620942S	Computer Supplies & Software	N
42	01-053-000-0000-6298		Employee Recognition- Menards	P. White	Employee Recognition	N
46	01-044-920-0000-6800		COVID- 19 Printer (EM) 08/14/2020 08/14/2020	PH-08142020	COVID Related Expenditures	N
41	01-053-000-0000-6298		Employee Recognition- Cabela's	R. Blunt	Employee Recognition	N
36	01-053-000-0000-6298		Employee Recognition- Gander	R. Flier	Employee Recognition	N
28	01-120-000-0000-6231		CARE Transport- Special Transpo	St. Cloud	Services, Labor, Contracts	N
37	01-053-000-0000-6298		Employee Recognition- Amazon	T. Fistere	Employee Recognition	N
27	01-001-000-0000-6405		10.5 Ipad wi- fi 64GB	Westerlund	Office & Computer Supplies	N
5462	Bremer Bank (Elan ACH)		36 Transactions			
1 Fund Total:			1,760.97-	General Fund	1 Vendors	36 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/15/20 2:24PM
5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
4	5462 Bremer Bank (Elan ACH) 05-400-000-0000-6801		24.98	Covid- 19 White Cardstock (LPHG) 08/13/2020		Disaster Services - Expenditure	N
18	05-400-430-0408-6406		65.18	MCH Home Visit Supplies 08/12/2020		PH Program Related Supplies	N
3	05-400-430-0408-6416		429.00	Follow A Long Books 08/12/2020		Educational Supplies/Follow A Long	N
17	05-400-430-0408-6416		571.00	Follow A Long Books 08/12/2020		Educational Supplies/Follow A Long	N
11	05-400-440-0410-6405		6.74	Agency - USB Cables 08/18/2020		Office Supplies	N
12	05-400-440-0410-6405		6.31	Agency - Electric Stapler 08/18/2020		Office Supplies	N
16	05-400-440-0410-6405		4.23	Agency - Scotch Tabs 08/21/2020		Office Supplies	N
20	05-400-440-0410-6405		2.31	Admin- Gel Pens 08/26/2020		Office Supplies	N
21	05-400-450-0451-6231		2.99	SHIP- HC Website 08/21/2020		Services/Labor/Contracts	N
11	05-420-600-4800-6405		13.89	Agency - USB Cables 08/18/2020		Office Supplies	N
12	05-420-600-4800-6405		13.03	Agency - Electric Stapler 08/18/2020		Office Supplies	N
16	05-420-600-4800-6405		8.72	Agency - Scotch Tabs 08/21/2020		Office Supplies	N
20	05-420-600-4800-6405		4.79	Admin- Gel Pens 08/26/2020		Office Supplies	N
2	05-430-700-4800-6241		119.00	Plans with a Purpose Conf Reg 08/14/2020		Meeting/Conference Registration Fe	N
11	05-430-700-4800-6405		21.47	Agency - USB Cables 08/18/2020		Office Supplies	N
12	05-430-700-4800-6405		20.13	Agency - Electric Stapler 08/18/2020		Office Supplies	N
13	05-430-700-4800-6405		14.99	SS- Wall Calendar (KH) 08/18/2020		Office Supplies	N
16	05-430-700-4800-6405		13.47	Agency - Scotch Tabs 08/21/2020		Office Supplies	N
19	05-430-700-4800-6405		10.79	SS- Planner (KH) 08/24/2020		Office Supplies	N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/15/20 2:24PM
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	
20	05-430-700-4800-6405		Admin- Gel Pens 08/26/2020		Office Supplies	N
22	05-430-700-4800-6805		MH- Transportation Bus Ticket 08/24/2020		Mh Init - Transportation	N
29	05-400-440-0410-6405		Agency - Extension Cords 08/18/2020 08/18/2020	hhs-08182020	Office Supplies	N
29	05-420-600-4800-6405		Agency - Extension Cords 08/18/2020 08/18/2020	hhs-08182020	Office Supplies	N
29	05-430-700-4800-6405		Agency - Extension Cords 08/18/2020 08/18/2020	hhs-08182020	Office Supplies	N
30	05-420-600-4800-6405		Wireless Mouse (JH) 08/21/2020 08/21/2020	hhs-08212020	Office Supplies	N
5462	Bremer Bank (Elan ACH)		25 Transactions			
5 Fund Total:			1,185.97	Health & Human Services	1 Vendors	25 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/15/20 2:24PM
10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
44 10- 923- 000- 0000- 6405		377.98		Cell Phone Booster	Office Supplies N
47 10- 923- 000- 0000- 6405		0.99		Apple - Icloud 50 GB Storage	Office Supplies N
45 10- 923- 000- 0000- 6254		194.98		Spectrum Internet Bill	Utilities N
5462 Bremer Bank (Elan ACH)		573.95		3 Transactions	
10 Fund Total:		573.95		Trust	1 Vendors 3 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/15/20 2:24PM
19 Long Lake Conservation C

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
33 19- 521- 000- 0000- 6205		1.05	USPS - Change of Address LLCC	Postage	N
5462 Bremer Bank (Elan ACH)		1.05	1 Transactions		
19 Fund Total:		1.05	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:		0.00	4 Vendors	65 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-1,760.97	General Fund
5	1,185.97	Health & Human Services
10	573.95	Trust
19	1.05	Long Lake Conservation Center
All Funds	0.00	Total

Approved by,

.....

.....

KMR1
9/15/20 4:24PM

Aitkin County



20

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Camping Refund

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
9/15/20 4:24PM
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8410 Bremer Bank		Camping Refund	3134 Brodin	Co. Parks Campground Fees	N
1 21- 520- 000- 0000- 5510					
8410 Bremer Bank			1 Transactions		
21 Fund Total:		20.00	Parks	1 Vendors	1 Transactions
Final Total:		20.00	1 Vendors	1 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	20.00	Parks
	All Funds	20.00	Total

Approved by,

.....
.....
.....



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: *September 22, 2020*

Title of Item: *Approve Affidavit for Duplicate of Lost Warrant*

<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: Julie Hughes	Department: Treasurer
--------------------------------------	---------------------------------

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
---	--------------------------------------

Summary of Issue:

Approve affidavit for Duplicate of Lost Municipal Order or Warrant:
 Jessica Defoe warrant number 110575 dated December 10, 2019, in the amount of \$3,102.70
 Tiia Rengo warrant number 44962/106615 dated March 3, 2017, in the amount of \$685.56

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:*

STATE OF MINNESOTA,)
) ss.
County of Aitkin)

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

Dated the 10th day of December, 2019, Numbered 110575

Issued by Aitkin County Health and Human Services to
Jessica Defoc in the sum of

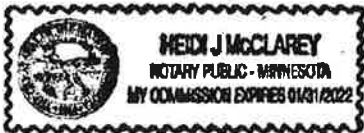
\$ 1,102.70, has been LOST in the manner following, to-wit:
~~("Lost" or "Destroyed")~~

Did not receive in the mail.

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

Client Signature* Jessica Defoc *

Subscribed and sworn to before me this 10th day of August, 2020.



Heidi J. McClarey
Notary Public Aitkin County, Minnesota

My Commission Expires 04/31/2022

RECEIVED
AUG 28 2020
Aitkin County H & HS

STATE OF MINNESOTA,)
) ss.
County of Aitkin)

Tiia Rengo

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

Dated the 3rd day of March 2017, Numbered 44962/106615,

Issued by Aitkin County Health and Human Services to

Tiia Rengo in the sum of

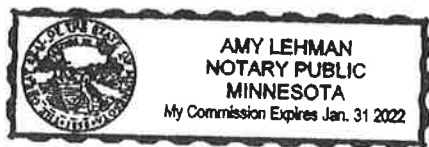
\$ 685.56, has been LOST in the manner following, to-wit:
(“Lost” or “Destroyed”)

Did not receive in the mail.

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

Client Signature* Tiia Rengo *

Subscribed and sworn to before me this 21 day of August 2020.



Amy Lehman
Notary Public Aitkin County, Minnesota

My Commission Expires Jan 31, 2022



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 9/22/2020

Title of Item: Personnel Committee Recommendations

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: Bobbie Danielson	Department: HR Department
--	-------------------------------------

Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 0
---	------------------------------------

Summary of Issue:
The Personnel Committee met on 8/11/2020 and unanimously recommends the following:

Authorize non-union lump sums for 2021, consistent with pattern settlement. \$339.88 each (1/2% lump sum payment 1/1/2021). This is included in the 2021 budget. The 2021 wage scale includes a 1/2% general adjustment.

The Covid preparedness plan has been updated to include:
Face Covering Exceptions, add:
Individuals engaged in physical work activity where the level of exertion makes wearing a face covering difficult or impracticable. Social distancing should be maintained to the extent possible. Informational only.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to authorize 1/2% general adjustment, plus a lump sum of \$339.88 each (representing the value of another 1/2%) on 1/1/2021, consistent with pattern settlement. Eligible employees below the wage scale maximum will also receive a step increase. This is a budgeted expense.

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

2R
Agenda Item #

Requested Meeting Date: 9/22/2020

Title of Item: Social Security Withholdings

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

Submitted by: Bobbie Danielson	Department: HR Department
--	-------------------------------------

Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 0
---	------------------------------------

Summary of Issue:
 The Personnel Committee met on 9/8/2020 and discussed the following. No action requested, informational only.

The IRS provided guidance in response to the Presidential Memorandum issued on August 8, 2020 deferring the withholding, deposit, and payment of certain payroll tax obligations. Although brief, the guidance provides the following:
 Employers are allowed but not required to suspend withholding of Social Security tax

Social Security tax deferral runs from September 1, 2020 through December 31, 2020

Applies to employees earning wages less than \$4,000 for a biweekly pay period

This is only a deferral

Deferred Social Security tax must be withheld and remitted during the period from January 1, 2021 through April 30, 2021

Aitkin County is proceeding to continue to withhold and deposit the taxes as usual (i.e. not use the deferral).

Alternatives, Options, Effects on Others/Comments:
 The Apscme union supports this method.

Recommended Action/Motion:
 No action requested, informational only. Aitkin County is proceeding to continue to withhold and deposit the taxes as usual (i.e. not use the deferral).

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

25
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Transfer of Merchandise from LLCC to LLCF

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

Submitted by: Rich Courtemanche	Department: Land / LLCC
---	-----------------------------------

Presenter (Name and Title):	Estimated Time Needed:
------------------------------------	-------------------------------

Summary of Issue:

Long Lake Conservation Center (LLCC) has an inventory of items that it would have sold in its "canteen"/gift store if schools were able to attend. The inventory consists of 1,896 items including wearables, books, gifts, and jewelry. Stock cost of the inventory is \$8,461 with a potential retail value of \$17,072. Operating an on-line store was explored and found to be cost prohibitive due to accounting and shipping costs.

As an alternative, the Long Lake Conservation Center Foundation (LLCF) desires to outright purchase \$4,000 of the inventory to be used for LLCF mission including being resold at a profit, gifted, or used a premium for donations to the foundation. LLCF would also like the option to purchase the remaining inventory at a later date.

It is the mission of the LLCF to support LLCC.

The County Auditor has no objections as long as the materials that are transferred and responsibility for transactions and funds are the responsibility of the LLCF.

Alternatives, Options, Effects on Others/Comments:

LLCC can hold stock for reopening of school in 11 months. However, the LLCF could use the materials now to promote gifting or profit to the LLCF and would provide much needed short term cash to LLCC.

Recommended Action/Motion:

Motion to allow the Long Lake Foundation to purchase Long Lake Conservation Center inventory at cost.

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:*

Provide LLCC \$4,000+ to offset revenue loss.

Items

							TOTAL STOCK	\$8,461.21	\$17,071.99	TOTAL POTENTIAL		
Token	Item Name	Description	Category	SKU	Variation Name	Price	VENDOR	COST/ITEM	TOTAL STOCK	TOTAL POTENTIAL	Current Quantity	Tax - MN Sales Tax (6.785%)
NGOMGSV	Aitkin County Naturally		Guides & Bc		Regular	3.00	-	\$0.00	\$0.00	\$15.00	5	N
QHMT6IYN	Amazing Agates by Scott F. \	Between the	Guides & Bc	97809792	Regular	9.95	Adventurek	\$4.98	\$14.93	\$29.85	3	Y
VIRJZRLM	Birds Of MN Field Guide by S	Learn to Ider	Guides & Bc	978159193	Birds of MN	14.95	Adventurek	\$7.48	\$44.85	\$89.70	6	Y
RPRUOZD	Cooking For The Birds		Guides & Bc	978159193	Regular	9.95	Adventurek	\$4.98	\$0.00	\$0.00	0	Y
PZC5EVGV	Finder Guides		Guides & Bc	978091255	Constellatic	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
B7GTKZWL	Finder Guides		Guides & Bc	978091255	Fern Finder	5.95	Adventurek	\$2.98	\$2.98	\$5.95	1	Y
RIEVPZM3	Finder Guides		Guides & Bc	978091255	Tree Finder	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
C47LEGGI	Finder Guides		Guides & Bc	978091255	Flower Finc	5.95	Adventurek	\$2.98	\$8.93	\$17.85	3	Y
X6JCNRYA	Fish Of MN Field Guide by D	Learn to Ider	Guides & Bc	978159193	Regular	14.95	Adventurek	\$7.48	\$44.85	\$89.70	6	Y
GPEXUU3F	Fish Of The Midwest		Guides & Bc	978159193	Regular	6.95	Adventurek	\$3.48	\$3.48	\$6.95	1	Y
CEJB6CLZ	Journals	Hardcover jc	Souvenirs	88707700	Agate	7.95	Adventurek	\$3.98	\$31.80	\$63.60	8	Y
DJ72VJYFM	Journals		Souvenirs	87077000	Nebula	7.95	Adventurek	\$3.98	\$23.85	\$47.70	6	Y
FXVF6443	Journals		Souvenirs	88707700	Sunflower	7.95	Adventurek	\$3.98	\$0.00	\$0.00	0	Y
K5TOYHW	Journals		Souvenirs	88707700	Monarch	7.95	Adventurek	\$3.98	\$0.00	\$0.00	0	Y
NDPCQ3F	Journals		Souvenirs	88707700	Wolf	7.95	Adventurek	\$3.98	\$31.80	\$63.60	8	Y
DYDGAQS	Journals		Souvenirs	88707700	Chipmunk	7.95	Adventurek	\$3.98	\$0.00	\$0.00	0	Y
YUOXUZU	Journals		Souvenirs	978193566	Fox Journal	7.95	Adventurek	\$3.98	\$15.90	\$31.80	4	Y
LPIHLTVHE	Journals		Souvenirs	978193247	Raccoon Jo	7.95	Adventurek	\$3.98	\$19.88	\$39.75	5	Y
5CONXTTE	Journals		Souvenirs	88707700	Moose Jour	7.95	Adventurek	\$3.98	\$39.75	\$79.50	10	Y
FIW3MEGJ	Kids Bird Guide To MN Stan	With fun act	Guides & Bc	978159193	Regular	13.95	Adventurek	\$6.98	\$13.95	\$27.90	2	Y
DJRXZBRIT	Mammals Of MN Field Guide	Identifying M	Guides & Bc	978159193	Regular	14.95	Adventurek	\$7.48	\$14.95	\$29.90	2	Y
HECOPOZI	Minnesota Playing Cards		Souvenirs	74009565	Regular	3.50	Adventurek	\$1.75	\$50.75	\$101.50	29	Y
3CSBYW6	MN Activity Book		Guides & Bc	978159193	Regular	6.95	Adventurek	\$3.48	\$3.48	\$6.95	1	Y
DPK66NKL	Mushrooms Of The Upper M A	Great Visu	Guides & Bc	978159193	Regular	16.95	Adventurek	\$8.48	\$33.90	\$67.80	4	Y
BGWV2QT	North woods Guides		Guides & Bc	97809673	Butterflies	9.95	Adventurek	\$4.98	\$14.93	\$29.85	3	Y
UKW6Z3EF	North woods Guides		Guides & Bc	97809792	Dragonflies	9.95	Adventurek	\$4.98	\$9.95	\$19.90	2	Y
OEQPW57I	North woods Guides		Guides & Bc	97809792	Moths	9.95	Adventurek	\$4.98	\$9.95	\$19.90	2	Y
WM3BZIGF	Note Cards		Souvenirs		Regular	3.25	Adventurek	\$1.63	\$11.38	\$22.75	7	Y
SOFUQ4B	Our Love Of Bees Book by J	Happy Bees:	Guides & Bc	978159193	Regular	9.95	Adventurek	\$4.98	\$14.93	\$29.85	3	Y
ZKVE6WZT	Our Love Of Loons Book by	Stunningly b	Guides & Bc	978159193	Regular	9.95	Adventurek	\$4.98	\$19.90	\$39.80	4	Y
WHIDEL6C	Playing Cards	Play games	Souvenirs	978159193	Animal Trac	5.95	Adventurek	\$2.98	\$11.90	\$23.80	4	Y
PKRZWZFN	Playing Cards		Souvenirs	978159193	Amazing Si	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
MISZGBS6	Playing Cards		Souvenirs	978159193	Night Sky	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
KWNGRU2	Playing Cards		Souvenirs	978159193	Northern Li	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
ZLJQVVED	Playing Cards		Souvenirs	978159193	Loons	5.95	Adventurek	\$2.98	\$23.80	\$47.60	8	Y

Items

OHNZZ6UI Playing Cards	Souvenirs	978159193	Wildflower:	5.95	Adventurek	\$2.98	\$11.90	\$23.80	4	Y
OWNXTFX Playing Cards	Souvenirs	978159193	Fish Of The	5.95	Adventurek	\$2.98	\$35.70	\$71.40	12	Y
IMXTBQDI Playing Cards	Souvenirs		Trees	5.95	Adventurek	\$2.98	\$0.00	\$0.00	0	Y
IJDQNPBU Pond Life Book	Guides & Br	978158238	Regular	6.95	Adventurek	\$3.48	\$3.48	\$6.95	1	Y
L7ANYTUX Rocks and Minerals of Minne Your Must-h	Guides & Br	978159193	Regular	14.95	Adventurek	\$7.48	\$29.90	\$59.80	4	Y
4J6VJAQKC Start Mushrooming	Guides & Br	978159193	Regular	14.95	Adventurek	\$7.48	\$7.48	\$14.95	1	Y
X4BFBR6G Tag Guides	Knots, tracks Guides & Br		Regular	6.95	Adventurek	\$3.48	\$27.80	\$55.60	8	Y
5WL76P53 Trees Of MN Field Guide by Make tree id	Guides & Br	97818850	Regular	12.95	Adventurek	\$6.48	\$19.43	\$38.85	3	Y
QVL4LSC4 What Eats That? Predators, F Animals are	Guides & Br	978159193	Regular	14.95	Adventurek	\$7.48	\$22.43	\$44.85	3	Y
VUMNXOR Whose Baby Butt? by Stan T Laugh while	Guides & Br	978159193	Regular	14.95	Adventurek	\$7.48	\$7.48	\$14.95	1	Y
RV2MZQ67 Wild Berries Field Guide by T Now you car	Guides & Br		Regular	14.95	Adventurek	\$7.48	\$14.95	\$29.90	2	Y
KX3DKKPN Wilderness Survival Pocket C Laminated f			Regular	7.95	Adventurek	\$3.98	\$47.70	\$95.40	12	N
EYR27JZ16C Wildflowers Of MN Field Gui	Guides & Br	97818850	Regular	16.95	Adventurek	\$8.48	\$0.00	\$0.00	0	Y
FX3AG6R5 D'ears Almond Blossom Earr	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
2PR43FIOX D'ears Aurora Feather Earring	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
TJF2XTQVI D'ears Autumn Streak Earring	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
3HEJMUL2I D'ears Blue Sunset Earrings	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$35.00	\$79.80	4	Y
MC3I3IMFS D'ears Blue Water Earrings	Made from c Accessories	70060075	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
2WILFVL5F D'ears Burnished Maple Earri	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
TOPHYRSL D'ears Compass Earrings	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
H3ARO2BL D'ears Dragonfly Wing Earrir	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$35.00	\$79.80	4	Y
4VLEB7AFE D'ears Green Dragonfly Earri	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
FOGNSXC D'ears Loon Earrings	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$35.00	\$79.80	4	Y
6AIFH36P6 D'ears MN Lumberjack Earrir	Made from c Accessories	63209658	Regular	19.95	D'ears	\$8.75	\$52.50	\$119.70	6	Y
24HXHPRJ D'ears MN Northern Lights E	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
V2TW7Q6 D'ears MN Skol Earrings	Made from c Accessories	63209658	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
UQRMW7A D'ears Monarch Earrings	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$26.25	\$59.85	3	Y
V76ZT6UI7 D'ears Monrach Wing Earring	Made from c Accessories	619960245	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
RWVZBME D'ears New Star Shed Earring	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
M2Z5V3ML D'ears Painted Turtle Earring	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
V6XX2L55 D'ears Redwood Earrings	Made from c Accessories	63209658	Regular	19.95	D'ears	\$8.75	\$17.50	\$39.90	2	Y
FYNMETEL D'ears Rusty Turquoise Earrir	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$8.75	\$19.95	1	Y
C73XYFZ2C D'ears Star Burst Earrings	Made from c Accessories	70060074	Regular	19.95	D'ears	\$8.75	\$26.25	\$59.85	3	Y
XR3AXEMC Daisy Drop Mandala Wood E	Handmade ii Accessories	63209658	Regular	15.99	D'ears	\$7.00	\$28.00	\$63.96	4	Y
OY2YOVV Framed Branch Mandala Wo	Handmade ii Accessories	63209658	Regular	15.99	D'ears	\$7.00	\$28.00	\$63.96	4	Y
Y7G2QO4F Leaves Mandala Wood Earrir	Handmade ii Accessories	63209658	Regular	15.99	D'ears	\$7.00	\$28.00	\$63.96	4	Y
AFKAWCEC Medallion Mandala Wood Ea	Handmade ii Accessories	63209658	Regular	15.99	D'ears	\$7.00	\$28.00	\$63.96	4	Y
OSZJRPBFL Weatherguide Calendar	Guides & Br	97818800	Regular	9.95	Freshwater	\$9.42	\$56.52	\$59.70	6	Y
EQY5UDKJ APPRECIATE Adventure Bun A Long Lake			Regular	30.00	In house		\$0.00	\$150.00	5	N

Items

EUJOLWFL Exploration Kit	Gear	Regular	4.50	In house		\$0.00	\$0.00	0	Y	
ZBSAADX2 EXPLORE Adventure Bundle A Long Lake		Regular	30.00	In house		\$0.00	\$150.00	5	N	
4C72WK7A Notecards-Large	5 x 7 Photog	Souvenirs	Regular	0.50	In house		\$0.00	\$94.50	189	Y
JWWO3MC Postcards		Souvenirs	Regular	0.30	In house		\$0.00	\$0.00		Y
XVLXJAVR4 Suet Feeder		Funds for C	Regular	8.00	In house		\$0.00	\$152.00	19	N
35JRBCIVA Backpack	Drawstring b	Gear	Regular	5.95	Shirts Plus	\$3.82	\$19.10	\$29.75	5	Y
PBTOP64X Bandana	Long Lake b	Accessories 552222677	Blue	4.95	Shirts Plus	\$2.50	\$100.00	\$198.00	40	N
SB5CNUMI Bandana		Accessories 552222677	Black	4.95	Shirts Plus	\$2.50	\$87.50	\$173.25	35	N
UUS4WQL Bandana		Accessories 552222677	Pink	4.95	Shirts Plus	\$2.50	\$127.50	\$252.45	51	N
BJI7TIUI6N Bandana		Accessories 552222677	White	4.95	Shirts Plus	\$2.50	\$82.50	\$163.35	33	N
W5IKWJ73I Bandana		Accessories 552222677	Orange	4.95	Shirts Plus	\$2.50	\$37.50	\$74.25	15	N
ZN6MQVIA Baseball Hat	A classic cap	Accessories 552224722	Camo	19.95	Shirts Plus	\$11.95	\$71.70	\$119.70	6	N
WSQAUGK Baseball Hat		Accessories 552224722	Blue	19.95	Shirts Plus	\$12.95	\$116.55	\$179.55	9	N
XI3PY2YOK Baseball Hat		Accessories 552224722	Black	19.95	Shirts Plus	\$12.95	\$77.70	\$119.70	6	N
ZW2R3R7P Baseball Hat		Accessories 552224722	Pink	19.95	Shirts Plus	\$12.95	\$116.55	\$179.55	9	N
OOSO2NTI Baseball Hat		Accessories 552224722	Orange	19.95	Shirts Plus	\$12.95	\$142.45	\$219.45	11	N
75MGV43N Beanie Hat	Soft, warm h	Accessories 552224947	Black/Grey	19.95	Shirts Plus	\$14.95	\$134.55	\$179.55	9	N
Y5N6CZIPF Beanie Hat		Accessories 552224942	Orange LLC	19.95	Shirts Plus	\$12.95	\$51.80	\$79.80	4	N
F2TKR3LXV Campfire Coffee Mug	This ceramic	Gear 552222676	Navy	8.95	Shirts Plus	\$4.53	\$45.30	\$89.50	10	Y
WP4RXHQ Campfire Coffee Mug		Gear 552222676	White	8.95	Shirts Plus	\$4.53	\$49.83	\$98.45	11	Y
RFHFO7UE Campfire Coffee Mug		Gear 552222676	Maroon	8.95	Shirts Plus	\$4.53	\$45.30	\$89.50	10	Y
J2JEAVCYT/ Can Koozies		Souvenirs	Purple	2.00	Shirts Plus	\$1.06	\$10.60	\$20.00	10	Y
6A2ISEABF Can Koozies		Souvenirs	Blue	2.00	Shirts Plus	\$1.06	\$10.60	\$20.00	10	Y
5ZT2JUUEI/ Can Koozies		Souvenirs	Green	2.00	Shirts Plus	\$1.06	\$10.60	\$20.00	10	Y
ZQLFZMPC Can Koozies		Souvenirs	Orange	2.00	Shirts Plus	\$1.06	\$10.60	\$20.00	10	Y
BVS6EOXF Can Koozies		Souvenirs	Yellow	2.00	Shirts Plus	\$1.06	\$0.00	\$0.00		Y
BPIXMR4Y/ Can Koozies		Souvenirs	Pink	2.00	Shirts Plus	\$1.06	\$0.00	\$0.00		Y
XRMQ2WE Carabiner		Gear	Regular	3.50	Shirts Plus	\$0.93	\$32.55	\$122.50	35	Y
JW6UU2PZ Lanyard		Souvenirs	Regular	3.95	Shirts Plus	\$1.72	\$147.92	\$339.70	86	Y
IFGHVOEG Mechanical Pencils		Souvenirs	Regular	0.95	Shirts Plus	\$0.48	\$63.36	\$125.40	132	Y
VZ7ZR2GN Metal Water Bottle	Stainless ste	Gear 552243279	Navy	17.95	Shirts Plus	\$12.00	\$240.00	\$359.00	20	Y
HNBH5BA Metal Water Bottle		Gear 552243279	Green	17.95	Shirts Plus	\$12.00	\$252.00	\$376.95	21	Y
GQ6OWIQ Metal Water Bottle		Gear 552243279	Gray	17.95	Shirts Plus	\$12.00	\$264.00	\$394.90	22	Y
3VMQQOM Metal Water Bottle		Gear 552243279	Black	17.95	Shirts Plus	\$12.00	\$240.00	\$359.00	20	Y
HLYBEW5/ Pens		Souvenirs	Regular	1.50	Shirts Plus	\$0.70	\$0.00	\$0.00		Y
ICMTU5L7E Sunglasses		Gear 552227864	Pink	2.75	Shirts Plus	\$1.23	\$22.14	\$49.50	18	Y
DTVHFGZ Sunglasses		Gear 552227864	White	2.75	Shirts Plus	\$1.23	\$72.57	\$162.25	59	Y
4E2BWMG. Sunglasses		Gear 552227864	Green	2.75	Shirts Plus	\$1.23	\$6.15	\$13.75	5	Y
JJN663H4W Sunglasses		Gear 552227864	Orange	2.75	Shirts Plus	\$1.23	\$2.46	\$5.50	2	Y

Items

CKYJ76URC	Sweatshirt Long Lake Logo	Standard sof	Clothing	552279235	X Small	34.95	Shirts Plus	\$19.95	\$0.00	\$0.00	0	N
3EZTV4VZI	Sweatshirt Long Lake Logo		Clothing	552279235	Small	34.95	Shirts Plus	\$19.95	\$359.10	\$629.10	18	N
SJLFL5LJGI	Sweatshirt Long Lake Logo		Clothing	552279235	Medium	34.95	Shirts Plus	\$19.95	\$159.60	\$279.60	8	N
HDOYSI63	Sweatshirt Long Lake Logo		Clothing	552279235	Large	34.95	Shirts Plus	\$19.95	\$159.60	\$279.60	8	N
TVPKPETT1	Sweatshirt Long Lake Logo		Clothing	552279235	X Large	34.95	Shirts Plus	\$19.95	\$139.65	\$244.65	7	N
ZE3XIFBHY	Sweatshirt Long Lake Logo		Clothing	552279235	XX Large	34.95	Shirts Plus	\$19.95	\$59.85	\$104.85	3	N
BF2GHI6QI	Sweatshirt Long Lake Logo		Clothing	552279235	XXX Large	34.95	Shirts Plus	\$19.95	\$0.00	\$0.00	0	N
2O4AAXX2	Sweatshirt Wood Cookie t	Standard sof	Clothing		Regular	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00		N
NILSZWXX	Sweatshirt Wood Cookie t		Clothing	552279922	Xsmall	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
S55U2TFY	Sweatshirt Wood Cookie t		Clothing	552279922	Small	29.95	Shirts Plus	\$18.25	\$109.50	\$179.70	6	N
QUXMDIZF	Sweatshirt Wood Cookie t		Clothing	552279922	Medium	29.95	Shirts Plus	\$18.25	\$73.00	\$119.80	4	N
UA7FFZKZI	Sweatshirt Wood Cookie t		Clothing	552279922	Large	29.95	Shirts Plus	\$18.25	\$109.50	\$179.70	6	N
E7EYL2ESV	Sweatshirt Wood Cookie t		Clothing	552279922	Xlarge	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
7XQGM5T2	Sweatshirt Wood Cookie t		Clothing	552279922	XX Large	29.95	Shirts Plus	\$18.25	\$18.25	\$29.95	1	N
T2TJ6RB3S	Sweatshirt Wood Cookie t		Clothing	552279922	XXX Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
FXVXA4QC	Sweatshirt Wood Cookie t	Standard sof	Clothing	552279924	X Small	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00		N
XGGMFPJK	Sweatshirt Wood Cookie t		Clothing	552279924	Small	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
PIM5HYOX	Sweatshirt Wood Cookie t		Clothing	552279924	Medium	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
NQYBUDTI	Sweatshirt Wood Cookie t		Clothing	552279924	Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
L2TE22ZBA	Sweatshirt Wood Cookie t		Clothing	552279924	X Large	29.95	Shirts Plus	\$18.25	\$36.50	\$59.90	2	N
MREE3G62	Sweatshirt Wood Cookie t		Clothing	552279924	XX Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
DEBX6RAE	Sweatshirt Wood Cookie t		Clothing	552279924	XXX Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
RT7NUIX3J	Sweatshirt Wood Cookie t	Standard sof	Clothing	552279927	X Small	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
QIZXLHEBj	Sweatshirt Wood Cookie t		Clothing	552279927	Small	29.95	Shirts Plus	\$18.25	\$36.50	\$59.90	2	N
OG62M46j	Sweatshirt Wood Cookie t		Clothing	552279927	Medium	29.95	Shirts Plus	\$18.25	\$182.50	\$299.50	10	N
QBOXQ54j	Sweatshirt Wood Cookie t		Clothing	552279927	Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
IEF5INWJG	Sweatshirt Wood Cookie t		Clothing	552279927	X Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
4A7j6QA6f	Sweatshirt Wood Cookie t		Clothing	552279927	XX Large	29.95	Shirts Plus	\$18.25	\$36.50	\$59.90	2	N
S4AK3Q6A	Sweatshirt Wood Cookie t		Clothing	552279927	XXX Large	29.95	Shirts Plus	\$18.25	\$0.00	\$0.00	0	N
T2WBNK7T	Thermal Travel Mug	Help nature	Gear		Orange	12.95	Shirts Plus	\$6.82	\$456.94	\$867.65	67	Y
DM7RTIRG	Thermal Travel Mug		Gear		Blue	12.95	Shirts Plus	\$6.82	\$218.24	\$414.40	32	Y
RSRL2Q4K	Thermal Travel Mug		Gear		Purple	12.95	Shirts Plus	\$6.82	\$347.82	\$660.45	51	Y
XQBVWH7	Thermal Travel Mug		Gear		Black	12.95	Shirts Plus	\$6.82	\$20.46	\$38.85	3	Y
CYOHTWB	Tshirt Long Lake Logo Gre	Super soft te	Clothing	552287235	X Small	14.95	Shirts Plus	\$8.40	\$33.60	\$59.80	4	N
WEXQDG4	Tshirt Long Lake Logo Gre		Clothing	552287235	Small	14.95	Shirts Plus	\$8.40	\$58.80	\$104.65	7	N
VBUMWZC	Tshirt Long Lake Logo Gre		Clothing	552287235	Medium	14.95	Shirts Plus	\$8.40	\$84.00	\$149.50	10	N
3WJCD3SK	Tshirt Long Lake Logo Gre		Clothing	552287235	Large	14.95	Shirts Plus	\$8.40	\$50.40	\$89.70	6	N
U6AMDIFA	Tshirt Long Lake Logo Gre		Clothing	552287235	X Large	14.95	Shirts Plus	\$8.40	\$50.40	\$89.70	6	N
NXTWS3Xf	Tshirt Long Lake Logo Gre		Clothing	552287235	XX Large	14.95	Shirts Plus	\$10.40	\$0.00	\$0.00	0	N

Items

KAX65YDD Tshirt Long Lake Logo Gre	Clothing	552287235 XXX Large	14.95	Shirts Plus	\$10.40	\$0.00	\$0.00	0	N
2IQ7XDMIY Tshirt Long Lake Logo Hea Super soft te	Clothing	552287957 X Small	14.95	Shirts Plus	\$9.00	\$27.00	\$44.85	3	N
CCHEZYOF Tshirt Long Lake Logo Hea	Clothing	552287957 Small	14.95	Shirts Plus	\$9.00	\$18.00	\$29.90	2	N
BAN4AHE5 Tshirt Long Lake Logo Hea	Clothing	552287957 Medium	14.95	Shirts Plus	\$9.00	\$0.00	\$0.00	0	N
4ODQEDT Tshirt Long Lake Logo Hea	Clothing	552287957 Large	14.95	Shirts Plus	\$9.00	\$27.00	\$44.85	3	N
JYJMGNUW Tshirt Long Lake Logo Hea	Clothing	552287957 X Large	14.95	Shirts Plus	\$9.00	\$27.00	\$44.85	3	N
53XHOPU€ Tshirt Long Lake Logo Hea	Clothing	552287957 XX Large	14.95	Shirts Plus	\$9.00	\$0.00	\$0.00	0	N
BR57ZYSM Tshirt Long Lake Logo Hea	Clothing	552287957 XXX Large	14.95	Shirts Plus	\$9.00	\$0.00	\$0.00	0	N
GDQP3OP Tshirt Long Lake Logo Hea Super soft te	Clothing	552287952 Xsmall	14.95	Shirts Plus	\$9.00	\$36.00	\$59.80	4	N
TGZ3BQJ3Z Tshirt Long Lake Logo Hea	Clothing	552287952 Small	14.95	Shirts Plus	\$9.00	\$9.00	\$14.95	1	N
VVNHTM3 Tshirt Long Lake Logo Hea	Clothing	552287952 Medium	14.95	Shirts Plus	\$9.00	\$9.00	\$14.95	1	N
AP2GCWS Tshirt Long Lake Logo Hea	Clothing	552287952 Large	14.95	Shirts Plus	\$9.00	\$18.00	\$29.90	2	N
LB4UCHM Tshirt Long Lake Logo Hea	Clothing	552287952 X Large	14.95	Shirts Plus	\$9.00	\$36.00	\$59.80	4	N
H76BLR76I Tshirt Long Lake Logo Hea	Clothing	552287952 XX Large	14.95	Shirts Plus	\$9.00	\$0.00	\$0.00	0	N
JJ5VLDALD Tshirt Long Lake Logo Hea	Clothing	552287952 XXX Large	14.95	Shirts Plus	\$9.00	\$0.00	\$0.00	0	N
SHXPJMMZ Tshirt Long Lake Logo TIE This fun and	Clothing	552287583 X Small	19.95	Shirts Plus	\$10.95	\$0.00	\$0.00	0	N
73FHHJMSI Tshirt Long Lake Logo TIE	Clothing	552287583 Small	19.95	Shirts Plus	\$10.95	\$175.20	\$319.20	16	N
XJGZGI3ZFI Tshirt Long Lake Logo TIE	Clothing	552287583 Medium	19.95	Shirts Plus	\$10.95	\$109.50	\$199.50	10	N
AS5FLPVAI Tshirt Long Lake Logo TIE	Clothing	552287583 Large	19.95	Shirts Plus	\$10.95	\$32.85	\$59.85	3	N
GRWLYKPM Tshirt Long Lake Logo TIE	Clothing	552287583 X Large	19.95	Shirts Plus	\$10.95	\$0.00	\$0.00	0	N
4B4SRWBI Tshirt Long Lake Logo TIE	Clothing	552287583 XX Large	19.95	Shirts Plus	\$10.95	\$0.00	\$0.00	0	N
MLPA7IFK7 Tshirt Long Lake Logo TIE	Clothing	552287583 XXX Large	19.95	Shirts Plus	\$10.95	\$0.00	\$0.00	0	N
GZCFXTAP Wooden Pencils		Regular	0.55	Shirts Plus	\$0.35	\$0.00	\$0.00		Y
BSOQNPVJ Compass	Gear	641708418 Regular	15.95	Suunto	\$10.50	\$147.00	\$223.30	14	Y
BWFZ6KO Animal Tracking Pocket Field	Laminated f	Regular	7.95	Waterford I	\$4.37	\$48.10	\$87.45	11	N
SVTCIGNS Bees and Other Pollinators P	Laminated f	Regular	7.95	Waterford I	\$4.37	\$21.86	\$39.75	5	N
7XZA3SSJB Birds of Prey Pocket Field Gu	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
TOO2IXKB Dragonflies and Damselflies	Laminated f	Regular	7.95	Waterford I	\$4.37	\$26.24	\$47.70	6	N
TJRZLV3MF Edible Wild Plants Pocket Fic	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
FTQQKGQ Family Nature Pocket Guide	Laminated f	Regular	7.95	Waterford I	\$4.37	\$8.75	\$15.90	2	N
6DATCCVX Field Dressing Game Pocket	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
VLV7OX5E Freshwater Fishes Pocket Gu	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
MYETORT4 Medicinal Plants Pocket Guic	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
ALAAF5JGK MN Trees and Wildflowers P	Laminated f	Regular	7.95	Waterford I	\$4.37	\$21.86	\$39.75	5	N
Y35ZTPPV7 Mushrooms Pocket Guide	Laminated f	Regular	7.95	Waterford I	\$4.37	\$52.47	\$95.40	12	N
3L5FYY42A Night Sky Pocket Guide	Laminated f	Regular	7.95	Waterford I	\$4.37	\$34.98	\$63.60	8	N
WPQOB67 Pocket guides	Guides & Bc	978158355 MN Butterf	6.95	Waterford I		\$0.00	\$0.00	0	Y
LLR2MOAC Pocket guides	Guides & Bc	978158355 Dragonflies	7.95	Waterford I		\$0.00	\$47.70	6	Y
ZMOBLHM Pocket guides	Guides & Bc	978158355 MN Wildlife	6.95	Waterford I		\$0.00	\$0.00	0	Y

Items

V27AIRNCF Pocket guides	Guides & Bc	978158355 Medicinal P	7.95	Waterford I		\$0.00	\$95.40	12	Y
2FG76N3RI Pocket guides	Guides & Bc	978158355 Family Natu	5.95	Waterford I		\$0.00	\$11.90	2	Y
UHV2UHBI Pocket guides	Guides & Bc	978158355 The Night S	7.95	Waterford I		\$0.00	\$63.60	8	Y
VGIDWTCE Pocket guides	Guides & Bc	88468200 Wilderness	7.95	Waterford I		\$0.00	\$95.40	12	Y
4DGP3WJY Pocket guides	Guides & Bc	88468200 Mushroom:	7.95	Waterford I		\$0.00	\$95.40	12	Y
VMJXTS3PC Pocket guides	Guides & Bc	88468200 Animal Trac	7.95	Waterford I		\$0.00	\$87.45	11	Y
IBBE3X2PH Pocket guides	Guides & Bc	978158355 Edible Wild	7.95	Waterford I		\$0.00	\$95.40	12	Y
2CEXWVSE Pocket guides	Guides & Bc	978158355 MN Trees A	7.95	Waterford I		\$0.00	\$39.75	5	Y
METIWTKX Pocket guides	Guides & Bc	88468201 MN Birds	7.95	Waterford I		\$0.00	\$103.35	13	Y
3ZHWMTX Pocket guides	Guides & Bc	88468200 Bees And C	7.95	Waterford I		\$0.00	\$39.75	5	Y
OJTXT3GPL Pocket guides	Guides & Bc	88468200 Fish Of The	7.95	Waterford I		\$0.00	\$95.40	12	Y
C737WTIHI Pocket guides	Guides & Bc	88468200 Animal Trac	7.95	Waterford I		\$0.00	\$87.45	11	Y
2EXX7O2CI Pocket guides	Guides & Bc	88468200 Field Dressi	7.95	Waterford I		\$0.00	\$95.40	12	Y
EVAJN7BSC Pocket guides	Guides & Bc	978158355 Birds of Pre	7.95	Waterford I		\$0.00	\$103.35	13	Y
BBIHEYATL Pocket guides	Guides & Bc	978158355 Freshwater	7.95	Waterford I		\$0.00	\$0.00	0	Y
H4LNFUTT Pocket guides	Guides & Bc	88468201 Wilderness	7.95	Waterford I		\$0.00	\$95.40	12	Y
2B7P4BWX Pocket guides	Guides & Bc	97816200 Trout and S	7.95	Waterford I		\$0.00	\$7.95	1	Y
LFY2ATM6 Audubon Birds	Kids and adu Souvenirs	092389182 Eagle	7.95	Wild Reput	\$5.00	\$20.00	\$31.80	4	Y
6GEGJT4W Audubon Birds	Souvenirs	092389192 Snowy Owl	7.95	Wild Reput	\$5.00	\$0.00	\$0.00	0	Y
2VBDY33V Audubon Birds	Souvenirs	092389182 Robin 1822	7.95	Wild Reput	\$5.00	\$30.00	\$47.70	6	Y
4ND3Z64Z Audubon Birds	Souvenirs	092389182 Loon 18242	7.95	Wild Reput	\$5.00	\$50.00	\$79.50	10	Y
RLWDZ6LT Audubon Birds	Souvenirs	092389182 Downy Wo	7.95	Wild Reput	\$5.00	\$15.00	\$23.85	3	Y
R32FGJNF Audubon Birds	Souvenirs	092389182 Chickadee	7.95	Wild Reput	\$5.00	\$0.00	\$0.00	0	Y
67BI5OC4 Audubon Birds	Souvenirs	092389213 Pileated Wc	7.95	Wild Reput	\$5.00	\$0.00	\$0.00	0	Y
7CW6GU3I Audubon Birds	Souvenirs	092389182 Great Horn	7.95	Wild Reput	\$5.00	\$5.00	\$7.95	1	Y
JJALMXA56 Plush Animals	Animal plush Souvenirs	092389181 Bobcat 1815	8.95	Wild Reput	\$5.00	\$70.00	\$125.30	14	Y
XFNGKBM Plush Animals	Souvenirs	092389108 Wolf 10852	8.95	Wild Reput	\$5.00	\$45.00	\$80.55	9	Y
6LCOGV2 Plush Animals	Souvenirs	092389114 Red Fox 114	8.95	Wild Reput	\$5.00	\$20.00	\$35.80	4	Y
TR3OFJRU Plush Animals	Souvenirs	092389122 Brown Bat	8.95	Wild Reput	\$5.00	\$60.00	\$107.40	12	Y
E33XVYG2I Plush Animals	Souvenirs	09238920 Porcupine 2	8.95	Wild Reput	\$5.00	\$100.00	\$179.00	20	Y
M6LL57XJ4 Plush Animals	Souvenirs	092389108 Raccoon 10	8.95	Wild Reput	\$5.00	\$90.00	\$161.10	18	Y



Board of County Commissioners Agenda Request



Requested Meeting Date: September 22, 2020

Title of Item: Set Unorganized Township Levy for 2021

<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: Kirk Peysar, County Auditor		Department: Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Set Unorganized Township Road and Bridge Levy for 2021 at \$46,000.00. With the passage of legislation to combine unorganized township road and bridge funds it is no longer necessary to set individual town levies for road and bridge purposes. The levy will be spread across all taxable property in the unorganized town areas equally.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt 2021 levy for the unorganized township road and bridge funds		
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? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED September 22, 2020

By Commissioner: xxxx

20200922-xxx

Set Unorganized Township Road & Bridge Levy for 2021

BE IT RESOLVED, that the following sum of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2021 for Road and Bridge purposes: \$46,000.00.

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

FIVE MEMBERS PRESENT

All Members Voting

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 22nd day of September, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of September, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 9-22-20

Title of Item: Resolution of Support for MHFP Grant Application - US Hwy 169

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: John Welle	Department: Highway Department
------------------------------------	--

Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
--	---

Summary of Issue:
MnDOT is planning for resurfacing work on the 24-mile segment of US Hwy 169 from the Mississippi River bridge to TH 200 in Hill City in 2024 and 2025. Despite our efforts to have the scope of this project increased to widen the deficient narrow shoulders, funding parameters have determined that only resurfacing work will be done under this project.

The Minnesota Highway Freight Program (MHFP) provides federal funding for projects on public roads that provide measurable freight transportation benefits. Since US Hwy 169 is an important freight corridor for northern Minnesota, and given that this segment of highway has one of the highest fatal crash rates in the entire state, MnDOT Districts 1 and 3 have agreed to submit an application for MHFP funding to widen shoulders on the 24-mile segment of US Hwy 169 from the Mississippi River Bridge to TH 200 in Hill City. As part of the application packet, they have requested a resolution of support from Aitkin County.

Note that my office is also working to obtain the same resolution of support from Itasca County and the cities of Aitkin, Palisade, Hill City, and Grand Rapids.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt attached resolution of support.

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

By Commissioner: xxxx

20200922-xxx

Resolution of Support for MHFP Grant Application - US Hwy 169

WHEREAS, US Highway 169 in Aitkin County is part of the National Highway System (NHS) and is an important regional, statewide and national freight corridor serving the agricultural, forestry, mining, manufacturing, retail, and tourism industries, and

WHEREAS, the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 does not meet geometric safety standards primarily due to a lack of wide shoulders that are generally present on all other major NHS routes in Minnesota, and

WHEREAS, the lack of wide paved shoulders on the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 represents a severe freight safety gap in the US Highway 169 corridor, as the entire remainder of this NHS corridor has wide paved shoulders in place, or is programmed to receive such improvements, and

WHEREAS, the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200, based on available crash and traffic data, has a fatal crash rate of over 2.1 per 100 million vehicle miles traveled over the past ten years, which is one of the highest rates of any NHS highway segment in the northern half of Minnesota and 2.7 times the median crash rate for NHS routes in the northern half of Minnesota, and

WHEREAS, the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 was identified in the 2019 District 1 Freight Plan as one of only four segments in District 1 with an overlap between stakeholder-identified safety needs and data-identified safety needs, and

WHEREAS, the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 was identified in the 1998 Trunk Highway 169/210 Corridor Study prepared by MnDOT District 3 as needing wider shoulders to address freight movement and safety concerns, and

WHEREAS, the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 is currently programmed for resurfacing improvements beginning in 2024 and continuing into 2025, and

WHEREAS, the Minnesota Highway Freight Program (MHFP) exists to provide funding to construction projects on public roads that provide measureable freight transportation benefits, and

WHEREAS, an application for the MHFP program is being submitted by MnDOT Districts 1 and 3 to construct wide paved shoulders as part of the resurfacing projects currently programmed on the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 beginning in 2024 and continuing into 2025.

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners strongly supports the MHFP application being submitted for shoulder widening improvements on the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200.

BE IT FURTHER RESOLVED, in the event that the MHFP application is not successful, that the Aitkin County Board of Commissioners strongly requests that MnDOT Districts 1 and 3 continue to work to find other revenue sources to provide the long overdue shoulder widening improvements on the 24-mile segment of US Highway 169 from the Mississippi River bridge to Minnesota Trunk Highway 200 as part of the 2024 and 2025 resurfacing projects.

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

FIVE MEMBERS PRESENT All Members Voting

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 22nd day of September, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of September, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: 9-22-20

Title of Item: Award Highway Department Office Addition-Renovation Contract

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 15 minutes
Summary of Issue: Bids will be opened on Thursday, September 17, 2020 for the Highway Department Office Addition-Renovation Contract . An abstract of received bids will be presented with a resolution containing the award recommendation for this contract.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Recommend award of project by resolution presented at the meeting.		
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? \$ Estimated total cost: \$745,000 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Public Access to Pictometry Ortho Photos

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

**provide copy of hearing notice that was published*

Submitted by: Mike Dangers	Department: County Assessor
--------------------------------------	---------------------------------------

Presenter (Name and Title): Mike Dangers, County Assessor	Estimated Time Needed: 10 minutes
---	---

Summary of Issue:

At the September 8 meeting, the Board voted to request more information about the quality of the Pictometry aerial photos compared to the existing aerial photos and Google Maps photos. As a reminder, the ortho photos are photos taken at a straight down 90 degree angle to the ground and they do not provide the views of the sides of structures.

On pages 2 through 4 of this packet are examples of aerial photography of two different properties in Aitkin County. Page 2 has the view from the current public imagery on LINK GIS, page 3 has the Pictometry views of the same properties, and page 4 has the Google aerial photos of these properties. As you can see, the quality of Google photography is very similar to the Pictometry but older and taken with leaves on the trees.

On page 5 is an example of the current Google Street View of our courthouse property. This is to illustrate the type of data that is already out there and available to the public.

County staff would like the Board's permission to make the Pictometry standard "ortho" aerial photos available to the public through the LINK GIS mapping. This would not include any of the 3D photos since we know that the Board already decided that these will not be displayed to the public.

Please contact Mike with any questions.

Alternatives, Options, Effects on Others/Comments:

The aerial photography does not need to be made available to the public on the LINK GIS. However, the public will certainly use this photography since it is the best available.

Recommended Action/Motion:

Motion to approve public access to the "ortho" aerial photography provided by Pictometry.

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:

Current Public Aerial Photos on County Website



Pictometry Ortho Photos



Google Maps Photos



Google Street View





Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: 9/22/2020

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: HR Department
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 10-15 mins
Summary of Issue: The Personnel Committee met on 8/11/2020 and 9/8/2020 and unanimously recommends the following: 1. Create a new full-time Land Survey and Mapping Technician position in the Land Department. Rich Courtemanche, Land Commissioner, will be present for this discussion. Two survey division retirements are anticipated in 2021, only one will be refilled. This new L.S./ Mapping Technician will replace the other. So there will be some overlap for training purposes. A job description is attached. This position was included in the 2021 budget and it will not be a levy expense in 2021, per Rich. Grade 4 position. 2. Adopt the attached policy regarding reasonable suspicion drug and alcohol testing and require all members of the leadership team to complete online reasonable suspicion training by December 31, 2020. In addition to the personnel committee members, this policy has been reviewed by all department heads.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to create a new full-time Land Survey and Mapping Technician position and authorize filling the vacancy. Motion to adopt the reasonable suspicion drug and alcohol testing policy as proposed.		
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 Please Explain:		

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



LAND SURVEY AND MAPPING TECHNICIAN

Department Land Department
Grade To be determined by consultant.
Reports to County Surveyor
FLSA Status Non-exempt
Union Status AFSCME Courthouse Unit

Final Appointing Authority

This position shall not be filled until final approval of the County Administrator. All offers of employment are made in writing by the Human Resources Department.

Job Summary

To assist the County Surveyor in the daily operations of the County Surveyor Division and act as the first point of contact for community members and other county offices seeking survey related information. To develop, maintain and perform research of the existing land survey records database and GIS parcel information. To assist with establishing and maintain land boundaries and land corner monuments and prepare survey related documents. To perform other land survey related duties as directed by the County Surveyor.

Supervision Received

Employees working in this job class work under general supervision and usually receive some instruction with respect to details of most assignments, but are free to develop their own work sequences within established procedures, methods, and policies. They are often physically removed from their supervisor and are only subject to periodic supervisory checks.

Supervision Exercised

No formal supervisory authority, however, may serve as an occasional work leader as assigned.

Essential Functions

This position description is not intended to be all-inclusive. Employee may perform other essential and nonessential functions as assigned or apparent to meet the ongoing needs of the department and organization. Regular attendance and punctuality are essential requirements of this position.

1. Researches existing survey information prior to field survey work and for general public and county department inquiries.
2. Imports field data into CAD drafting system, performs analysis and prepares associated Certificate of Survey and Certificate of Location of Government Corner documents in accordance with federal regulations, state statutes and common law.
3. Reviews and maintains the database of current and historic survey information for completeness and accuracy.



Position Description

4. Performs mapping updates of all County tax system parcels as more accurate survey data becomes available.
 5. Enters, updates and maintains section corner information in GIS mapping application.
 6. Reviews submittal documents related to proposed subdivisions for completeness and accuracies.
 7. Confers with private land surveyors, firms or other county, state or federal departments on projects of mutual interest or prior experience in certain areas.
 8. Occasionally leads survey crew members in the field on land surveys, corner searches, and corner perpetuation program activities. Operates all land surveying equipment, i.e. Transit, total station, GPS sensors and receivers. Completes land surveys according to the rectangular land survey system for the determination of area and the monumentation of the same.
 9. Meets with adjacent landowners, general public, township officers, and other agencies regarding past, present and future surveys.
 10. Attends seminars and educational classes to improve knowledge and ability.
 11. Follows quality control procedures to assure data integrity and proper maintenance of computer files and backup files.
 12. Remains current with technological developments and advancements.
 13. Recommends purchase of equipment and supplies needed.
- Performs other related duties as assigned or apparent.

Minimum Qualifications

Associate's degree or equivalent in Land Surveying, GIS, Civil Engineering Technology, plus one or more years of experience using CAD software, or an equivalent combination of education and experience sufficient to perform the essential functions of the position.

Valid Minnesota driver's license required.

Licensed Professional Surveyor or LSIT (Land Surveyor in Training) preferred, but not required.

Employment reference checks, a criminal background check, and pre-employment physical will be performed as part of the pre-employment process.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. County and departmental policies, procedures, and practices.
2. State and local laws, rules, and regulations relevant to the work performed in this position, including legal aspects of land surveying and boundary control as established both by common and statute law.
3. Thorough knowledge of land surveying principles, methods and standards.
4. Thorough knowledge of mathematics, trigonometry, geometry and an understanding of physics as it applies to land surveying.
5. Thorough knowledge and understanding of state, county and local subdivision regulations.
6. Knowledge of ArcGIS Pro or Arc GIS Desktop software and the principals, methods and techniques associated with automated mapping. General understanding of GIS terms and techniques.



Position Description

7. OSHA safety standards and regulations.
8. General office work such as filing and recording information.

Skill in:

1. Written and oral communication skills sufficient to communicate the policies and procedures of the department to land owners and the general public.
2. Strong problem solving and critical thinking skills.
3. Operating global positioning systems and software packages such as AutoCad, Trimble Business Center, Trimble Access, ArcGIS Pro or Arc GIS Desktop software, and total stations and their related accessories.
4. Proficient GPS and compass orienteering.
5. Reading, writing, and speaking English proficiently.
6. Effectively organizing and prioritizing workload.

Ability to:

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat co-workers, supervisors, and subordinates with respect, honesty, and consideration.
2. Read and understand legal descriptions and several different types of maps.
3. Stay current and adapt to constantly changing equipment in the land surveying profession.
4. Read and write detailed real estate descriptions.
5. Establish lost corners when there are various options available.
6. Safely operate chainsaws, brush axes, ATVs, snowmobiles and pickup trucks.
7. Work in all types of weather and conditions
8. Physically traverse in treacherous conditions.
9. Communicate with land owners and the public using good judgment, integrity, and tact.
10. Demonstrate a high degree of self-motivation and the ability to work independently
11. Endure hazardous insect, animals, and plants.
12. Maintain accurate daily logs.
13. Motivate and direct assigned staff as they work.

Language Skills

Intermediate Skills - Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply



Position Description

mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.

Reasoning Skills

High Skills – Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills

To perform this job successfully, an individual should be proficient at using the following software.

County Payroll Software, E-time, County parcel mapping applications, Microsoft Word, Excel, Outlook, AutoCad, Trimble Business Center, Trimble Access, ArcGIS Pro or Arc GIS Desktop software, and other job-related software.

Ability to Travel

Infrequent travel required for errands, site visits or off-site trainings in and out of Aitkin County.

Competencies

To perform the job successfully, an individual should consistently demonstrate the following competencies (definitions attached or available upon request):

Ethics, attendance/punctuality, safety and security, dependability, analytical, problem solving, technical skills, customer service, interpersonal skills, oral communication, written communication, teamwork, leadership, quality management, cost consciousness, diversity, organizational support, judgment, motivation, planning/organizing, professionalism, quality, quantity, adaptability, and initiative.

Work Environment

The noise level in the work environment is usually quiet to moderate.

Works primarily in an office environment but will occasionally need to be outside and may be exposed to very hot summer or cold winter temperatures, depending on the weather. Hazardous terrain must be negotiated while transporting moderate to heavy loads. Exposure to industrial accidents caused by vehicles and sharp cutting tools, as well as environmental hazards such as animals, wood ticks, biting and stinging insects, poison ivy and other noxious plants. Fumes from welding and petroleum products along with hearing protection required for several activities. One other hazard is people who perceive they are being cheated or deprived of some aspect of their land or ownership rights may become offensive.

Equipment and Tools

Surveying, GIS and general office equipment - transit, total station, GPS sensors and receivers, computer, copier, fax, telephone, printer, and county-owned vehicles.

Physical Activities/Requirements



Position Description

Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, carrying, use of fingers, grasping, talking, hearing, seeing, and repetitive motions. Must have the ability to lift and/or carry up to 50 pounds.

While performing the duties of this job, the employee performs medium work, exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Position requires walking long distances in sometimes difficult terrain.

Working safely is a condition of employment. Aitkin County is a drug-free workplace.

Disclaimer

The above statements are intended to describe the general nature and level of the work being performed by employees assigned to this job classification. This is not an exhaustive list of all duties and responsibilities. Aitkin County reserves the right to amend and change responsibilities to meet organizational needs as necessary. This job description does not constitute an employment agreement between the employer and employee.

Reasonable Accommodation Notice

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

9/1/2020 - draft

Our Vision: *We strive to be a county of safe, vibrant communities that place value on good stewardship of local resources.*

Our Mission: *Aitkin County's mission is to provide outstanding service in a fiscally responsible manner through innovation and collaboration with respect for all.*

Our Core Values: *Collaboration, Innovation, Integrity, People-Focused, Professionalism*

Reasonable Suspicion Testing

1st Draft

DRUG AND ALCOHOL FREE WORKPLACE POLICY

(Article ____ of the Aitkin County Personnel Policy Manual)

ARTICLE ____: DRUG AND ALCOHOL FREE WORKPLACE POLICY

____00 Policy

Aitkin County is committed to protecting the safety, health and well-being of all employees and individuals in the workplace. The county recognizes that alcohol abuse and drug use pose a significant threat to job performance and the safety and security of county operations. The county has established a drug and alcohol free workplace program that balances respect for individuals with the need to maintain a drug and alcohol free environment.

____01 Prohibitions/Requirements

All employees are accountable for maintaining a drug and alcohol free workplace by adhering to the following during work hours, while on the county's premises, or wherever the county's work is being performed:

- No employee shall report to work under the influence of illegal drugs, alcohol, or controlled substances. No employee shall report to work under the influence of prescription drugs which adversely affect their alertness, reaction, response, judgment, decision-making, or safety.
- No employee shall operate, use, or drive any equipment, machinery, or vehicle of the county while under the influence of prescription drugs which adversely affect their alertness, reaction, response, judgment, decision-making, or safety, or while under the influence of illegal drugs, alcohol, or controlled substances. Such employee is under an affirmative duty to immediately notify his/her supervisor that he/she is not in an appropriate mental or physical condition to operate, use, or drive county equipment or his/her personal vehicle while on county business.
- During work hours, including rest and lunch breaks, or while on the county's premises, or while operating the county's vehicle, machinery or equipment, no employee shall use, sell, manufacture, possess, or transfer illegal drugs or alcoholic beverages.
- The required transportation or possession of illegal drugs, alcohol or controlled substances as a result of performing official peace officer duties or undercover operations by order of the Sheriff is not considered in violation of this policy.
- Supervisors shall notify the appropriate law enforcement agency when they have reasonable suspicion to believe that an employee may have illegal drugs in their possession during work hours, or on county premises, or while operating the county's vehicle, machinery or equipment.
- Any employee engaging in the off-duty manufacture, sale, transfer, use, or possession of illegal drugs or controlled substances is subject to discipline up to and including termination of employment.
- Any employee convicted of manufacturing, using, selling, distribution or possessing a controlled substance in the workplace shall notify the county via the Human Resource Director within five (5) days of the conviction. The county will take appropriate action within thirty (30) days of notification. Appropriate action may include (a) personnel action against the employee, up to and including termination, or (b) require the employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement or other appropriate agency.

- The county, as the employer, may be required to report any workplace drug crimes to a federal contracting agency within ten (10) calendar days of receiving notice of a conviction.

02 Drug and/or Alcohol Testing

Any drug and/or alcohol testing undertaken by the county shall be in accordance with Minnesota Statutes 181.950-.957, the Minnesota Drug and Alcohol Testing in the Workplace Act, as amended. Any employee who has a confirmed positive drug or alcohol test may be removed from their position pending review by the county and a decision regarding the employee's status. The first time an employee has a confirmed positive test result, said employee will be given an opportunity to participate in either drug or alcohol counseling or a rehabilitation program. The employee will be responsible for expenses incurred for the counseling or rehabilitation program. The employee may be subject to disciplinary action up to and including termination of employment. Any employee desiring information concerning drug or alcohol abuse counseling and/or rehabilitation programs is encouraged to contact the county's Employee Assistance Program (EAP).

For classifications requiring Commercial Driver's License (CDL), the drug and/or alcohol testing provisions are governed by the Omnibus Transportation Employee Testing Act of 1991 and the Federal Motor Carrier Safety Administration. Testing protocols that are unique to CDL classifications are referenced in [refer to existing policy for CDL holders].

03 Data Disclosure

The county will not disclose the drug and/or alcohol test result reports and other information acquired in the drug and alcohol testing process to another employer or to a third party individual, governmental agency, or private organization without the written consent of the employee tested, unless permitted by law or court order.

~~04 Removed Pre-employment (as standing policy will apply to all), renumber sections upon adoption~~

05 Post Incident Testing

All employees **will be** subject to drug and alcohol testing when the following conditions occur:

- an accident involving a citation for unsafe or unlawful operation of a county vehicle or county owned motorized equipment;
- an accident involving a fatality;
- an accident involving a county vehicle, county motorized equipment or county machinery requiring immediate medical treatment for any party, away from the accident site.

06 Reasonable Suspicion Testing

All employees **may be** subject to drug and alcohol testing if the county has a reasonable suspicion that the employee:

- is under the influence of drugs or alcohol;
- has violated the county's written work rules prohibiting the use, possession, sale, or transfer of drugs or alcohol while the employee is working or while the employee is on the county's premises or operating the county's vehicle, machinery, or equipment;
- has sustained a personal injury arising out of and in the course of employment, or has caused another person to sustain a personal injury; or
- has caused a work-related accident or was operating or helping to operate machinery, equipment, or vehicles involved in a work-related accident.

A reasonable suspicion referral for testing will be made on the basis of specific facts and rational inferences drawn from those facts.

07 Routine Physical Examination Testing

An employee may be required to undergo drug and alcohol testing as part of a routine physical examination which will occur not more than once annually. The employee will be given at least two (2) weeks written notice that a drug or alcohol test is being required as part of the physical examination.

08 Random Testing

Employees in safety-sensitive positions may be subject to drug and alcohol testing on a random selection basis. Employees in non-safety sensitive positions are not subject to random drug and alcohol testing procedures, except an employee who tests positive may be required to undergo random drug and alcohol tests pursuant to treatment program testing.

09 Treatment Program Testing

The county may request or require an employee to undergo drug and alcohol testing if the employee has been referred by the county for chemical dependency treatment or evaluation or is participating in a chemical dependency treatment program under an employee benefit plan. In this case, the employee may be requested or required to undergo drug or alcohol testing without prior notice during the evaluation or treatment period and for up to two (2) years following completion of any prescribed chemical dependency treatment program.

10 Employee Rights during Drug and/or Alcohol Testing

If an employee refuses to take an alcohol or drug test, no test shall be given. However, if an employee refuses a test, they will be considered insubordinate and will be subject to disciplinary action, up to and including termination of employment.

No employee who refuses to undergo drug or alcohol testing of a blood sample upon religious grounds shall be deemed to have refused unless the employee also refuses to undergo drug or alcohol testing of a urine sample.

Within three (3) working days after receipt of a test result report, the county will inform the employee of a negative test result on an initial screening test or of a negative or positive test result on a confirmatory test, and of the employee's right to request and receive from the county a copy of the test result report. An employee who tests positive for drug use will be given written notice of the right to explain the positive test, and the county may request that the employee indicate any over-the-counter or prescription medication that the individual is currently taking or has recently taken and any other information relevant to the reliability of, or explanation for, a positive test result.

An employee has a right to offer the county a written explanation of a positive test result on a confirmatory test within three (3) working days after notice of the positive test result. They also have the right to request within five (5) working days after notice of a positive test result a confirmatory retest of the original sample at another licensed testing laboratory at the employee's own expense.

11 Consequences of Violations

An employee violating this policy may be referred to treatment and/or be subject to disciplinary action up to and including termination of employment. Each situation will be reviewed on a case-by-case basis evaluating the severity and circumstances involved.

An employee will not be disciplined or discharged on the basis of a positive test result that has not been verified by a confirmatory test. An employee will not be discharged based on the employee's first confirmed positive test result unless: (1) the county has given the employee an opportunity to participate in either a drug or alcohol counseling or rehabilitation program, whichever is appropriate; and (2) the employee has either refused to participate in the counseling or rehabilitation program or has failed to successfully complete the program, as evidenced by withdrawal from the program before its completion or by a confirmed positive test result after completion of the program.

12 Employee Notification of this Policy

The county will post notice that this policy providing for drug and alcohol testing has been adopted, and the county will provide a copy of this policy to every employee currently employed by the county. New employees of the county will receive a copy of this policy with their orientation materials. Copies of this policy are available for inspection during regular business hours.

13 Non-Discrimination

The county's policy on work-related substance abuse is non-discriminatory in intent and application. In accordance with Minnesota Statutes, Chapter 363A, disability does not include any condition resulting from alcohol or drug abuse which prevents a person from performing the essential functions of the job or constitutes a direct threat to property or the safety of individuals. In accordance with the Americans with Disabilities Act, an individual who is currently engaging in the illegal use of drugs is not a "qualified individual with a disability" when the employer acts on the basis of such use.



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: 9/22/2020

Title of Item: Personnel Committee Recommendations, Continued

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: HR Department
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 10-15 mins
Summary of Issue: The Personnel Committee met on 8/11/2020 and unanimously recommends the following: 3. Adopt job abandonment policy (new). Add to Personnel Policy, Section K. Termination of Employment, Job abandonment: Aitkin County expects employees to report for work on time for every scheduled shift. An employee who is unable to report to work at the designated time is required to notify his or her supervisor as soon as practicable but no later than the employee's scheduled start time in accordance with the sick leave policy. Employees who fail to report to work for three consecutive business days without notifying their supervisor, department head, or HR of the absence will be considered as having voluntarily resigned as a result of job abandonment. If the employee is unable to make contact for any absence, he or she should ask a representative (such as a family member or friend) to do so on the employee's behalf. If the employee or a representative is unable to contact the employer due to extreme circumstances (such as a medical emergency or natural disaster that prohibits the employee or his or her representative from contacting the employer within three days), the employee or his or her representative must contact the employer as soon as practicable to explain the situation. In extreme circumstances, the employer will consider the explanation and its timing before determining if the voluntary resignation will be upheld.		
Alternatives, Options, Effects on Others/Comments: File note (not policy): No federal or state laws specify the number of days; however, 3 full business days is a common measure and provides employers with enough time to investigate the absence.		
Recommended Action/Motion: Motion to adopt the job abandonment policy as proposed.		
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>		

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



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Public Hearing - Monse - Class B Land Exchange

<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 checked="" type="checkbox"/> Hold Public Hearing*
Submitted by: Rich Courtemanche		Department: Land
Presenter (Name and Title): Rich Courtemanche		Estimated Time Needed: 15
Summary of Issue: William Monse of Aitkin is proposing a Class B land exchange of an 80 acre property on the Libby Branch of the Swan River in Section 7 of Unorganized T52R22 to acquire a 0.43 ac unsold tax forfeited lot in the Plat of Allie's Duck Pass (Lot 1 Blk 2) on Wladimiraf Lake (Section 10 Lake) in Nordland Township (T46R25). On April 28, 2020 County Board meeting, the County Board approved allowing ACLD to explore exchanging the above listed properties. On August 5, 2020, the Northeast MN DNR Regional approved the Class B land exchange (attachment). A public hearing and County Board approval is required before the exchange can go to the Land Exchange Board. On August 25, 2020, the Aitkin County Board of Commissioners set the Public Hearing for September 22, 2020 The appraisals attached and summarized as: Private = \$40,400 (80 acres) County = \$78,600 (0.43 acres) Mr. Monse has agreed to pay the difference in cash. MS 371.01 1.(3) defines the exchange process for County owned land. Statute states that a public hearing with two-weeks notice is required.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution for the land exchange		
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 Please Explain:		

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

Public Hearing - Land Exchange

The Aitkin County Board will be holding a public hearing per MN Statute 373.01 on September 22, 2020 at 11:00 AM in the Aitkin Library Meeting Room, regarding a land exchange proposal of County land Lot 1 Blk 2, Allies Duck Pass & PT vacated RD in Doc 453227 – 32529 355th Ave and Private land in N NE, 7-52-22.

Questions should be addressed to;
Rich Courtemanche, Land Commissioner at 218-927-7367

8/26/2020 rpc

Posted
Gov't Center
8/27/2020
Kathleen Ryan
CFO

8/27/2020

To Richard Courtemanche and to whom it may concern,

I William Monse am aware of the land exchange 3B-10015 and acknowledge that I will be paying the difference of appraised values of the sum of approximately \$38,200.00. Also I appreciate the time and effort you have spent working on this Exchange.

Sincerely,

William Monse

William J Monse
218,838,0417

m DEPARTMENT OF
NATURAL RESOURCES

Minnesota Department of Natural Resources
Division of Lands & Minerals
500 Lafayette Road
St. Paul, MN 55155-4045

August 5, 2020

Rich Courtemanche
Aitkin County Land Services Department
502 Minnesota Ave N.
Aitkin, MN 56431

RE: Land Exchange #: B-10015
Aitkin County - William & Cynthia Monse

Dear Mr. Courtemanche,

Minnesota DNR has reviewed the proposed exchange pertaining to the above-referenced land exchange, involving private land described as:

Legal Description (Private Land): The North Half of the Northeast Quarter of Section 7, Township 52 North, Range 22 West, Aitkin County, Minnesota.
Acres: 80

Legal Description (Tax-Forfeited Land): Lot 1, Block 2, Allies Duck Pass & Pt Vacated RD in Document 453227; Section 11, Township 46 North, Range 26 West, Aitkin County, Minnesota.
Acres: 0.43

Northeast DNR Regional approval was obtained for this project on August 4, 2020.

There are a few additional steps and documents that must be completed before the exchange can seek Land Exchange Board approval. I have received the signed application and appraisals, please remit the additional required items for processing of this exchange project.

Please don't hesitate to contact me by email if you have any questions.

Sincerely,

Katherine Giel, Realty Program Coordinator
MN DNR, Division of Lands & Minerals
katherine.giel@state.mn.us



AITKIN COUNTY ASSESSOR

Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 58431

assessor@co.aitkin.mn.us
Phone: 218-927-7327
Fax: 218-927-7379

COUNTY PARCEL

May 18, 2020

Rich Courtemanche, Land Commissioner
Aitkin County Land Department

Re: Valuation request for Parcel 24-1-085600 at 32529 355th Ave

Dear Rich:

Per your request, I have reviewed the valuation of this parcel in Nordland Township on Wladimiraf Lake also known as Section 10 Lake.

Eight similar property sales of lakeshore were analyzed from Nordland Township. Sales from Wladimiraf Lake, Section 12 Lake, and Elm Island Lake were considered. These transactions occurred between December 2017 and March 2020. The lot sizes varied but they were mostly between 100 and 150 front feet in size. Some of these sales were improved properties with relatively small building values where the building and site values were removed to match the condition of the subject. The adjusted prices ranged from \$61,000 to \$100,800 each.

The higher priced properties had more frontage and were located on Elm Island Lake. The lowest priced property at \$61,000 had more wetland and poorer road access than the subject.

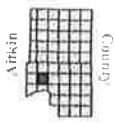
After considering this data and after visiting the property, I'm valuing the subject property at **\$78,600**.

This value estimate is intended for the purposes of the Aitkin County Land Department. It was prepared using the procedures and methods of licensed Minnesota assessors. This estimate is not intended to have the level of detail, scope of work, and level of accuracy found in a full narrative appraisal conducted by an appraiser licensed by the Department of Commerce.

Please contact me with any questions.

Sincerely,

Mike Dangers
Aitkin County Assessor



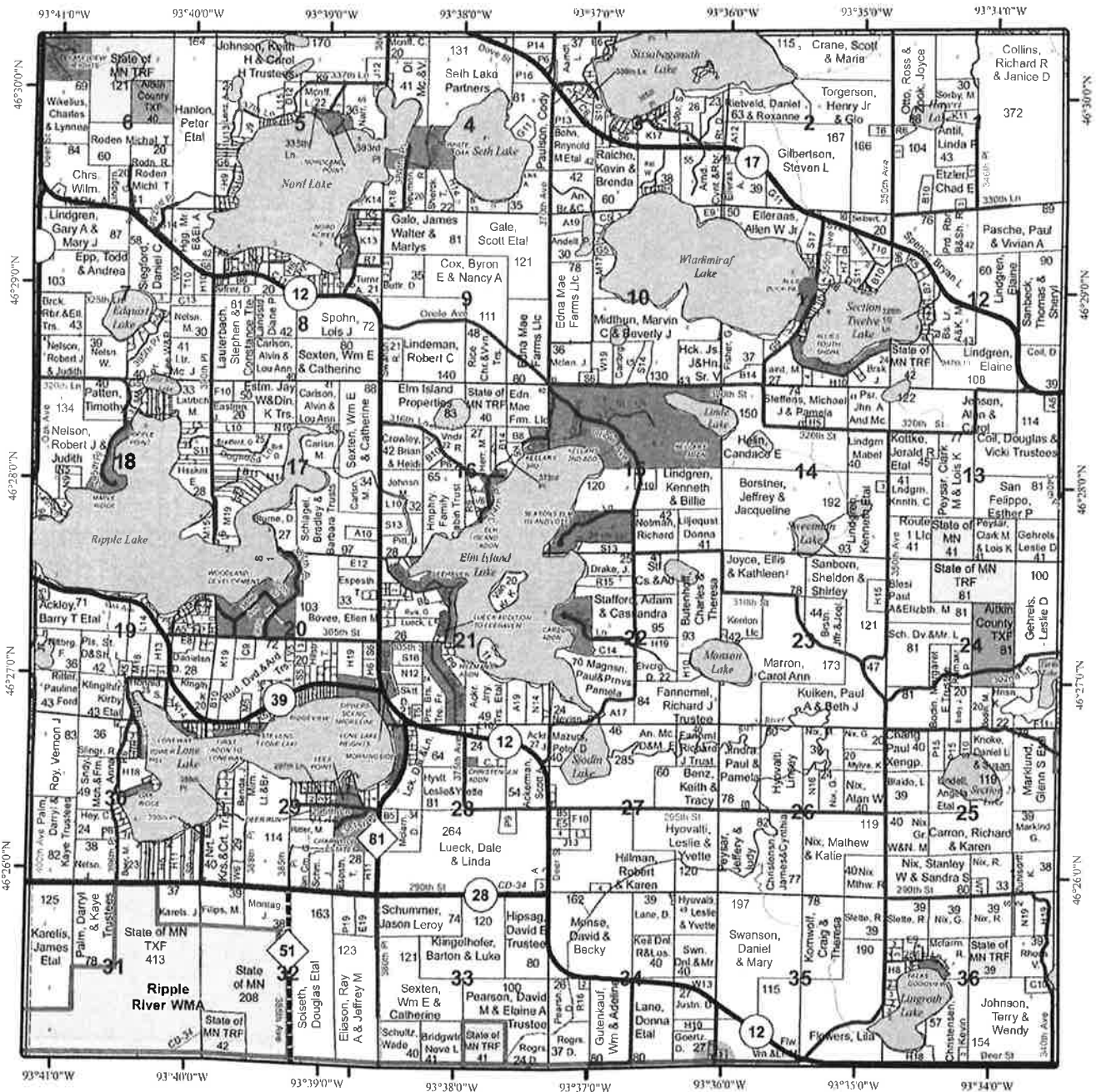
NORDLAND T46N-R26W



Acres shown are approximate.
©2020, Regents of the University of Minnesota. All Rights Reserved.



Sec (SPENCER T47N-R26W) Page 33



See (FARM ISLAND T46N-R27W) Page 26

See (GLEN T46N-R25W) Page 28

Sec (WEALTHWOOD T45N-R26W) Page 21

Dr. Paul Kuiken
Chiropractor
 104-4th Street NW
 Aitkin, MN 56431
 (218) 927-6383

Monday, Thursday, Friday 8 a.m. - 5 p.m.
 Wednesday 1 p.m. - 7 p.m.
 Saturday 8 a.m. - 10:30 a.m. (When Dr. Paul is in)

All State Drywall

BYRON COX
 32188 Oriole Ave.
 Aitkin, Minnesota 56431
 218-839-5586

218-927-3621



2017 Forfeitures

PIN #	Previous Owner	Sec	Twp	Rge	Legal	Street Address	Classified	GIS Acres	Value for Sale	Comments from Land Dept.
01-0-041201	Beekman, Taunee L	20	47	27	pt of NW-NW lying W of CSAH 15		non	5.5	6100	driveway to N property goes across property 271.8 east, 1073.55 N side, 1097.21 S & W, Jog -- 59.13 SE x 49.71 NW, 78.29 to W
03-0-024200	Thoen, Janfry & June	15	50	22	N 20 Rods of Lot 3		non	9.3	3800	Little Prairie Lake 330' no access
05-0-021702	Gruhler, Ruth & Jones, Rosemarie	17	48	22	E 1/2 of E 1/2 of E 1/2 of NE-SE less .38 ac and less BN RR ROW		non	4.3	6200	554x172 N side, 572 x 164 s side road - check field
07-0-005401	Stinchfield, Todd A	3	46	27	pt W200 ft of SW-SW as in Doc 350908		non	5	59700	Lake Four 610 feet front footage
08-0-055102	Mensche, Joshua	33	48	25	W 1/2 SW-Se		non	19.8	7000	all low no access
09-0-032507	Larsh, Larry	19	46	25	S 1/2 of N 1/2 of N 1/2 of Lot 6		non	6	5700	all low no access
15-1-064600	Schmidt, Raymond	14	47	25	Oppegads Original Townsite Kimberly S 75 ft Lots 1,2, 3 Blk 1	30015 380th Ave Aitkin	non	0.3	6600	
15-1-065500	Schmidt, Raymond	14	47	25	Oppegads Original Townsite Kimberly Lot 11 Blk 1	30015 380th Ave Aitkin	non	0.2	1200	
15-1-065600	Schmidt, Raymond	14	47	25	Oppegads Original Townsite Kimberly Lot 12 Blk 1		non	0.2	500	
20-0-016300	Haataja, Douglas	11	51	26	SW-NE		non	40.2	17800	SE corner on Willow River - touches it.
20-1-063200	Meyers, David & Roxanne	20	51	26	County Auditors Plat of Swatara Lot 3 Blk 4	38881 510th St Swatara	non	0.2	6000	
20-1-065900	Ohotto, Terrance	20	51	26	County Auditors Plat of Swatara Lot 12 Blk 5			0.1	900	
22-0-043801	Renner, Jerome	28	48	23	Part of SW-NW lying N of Hwy 210 less pt 5 of N 560 pt	19888 State Hwy 210 McGregor		18.1	12200	
22-0-043900	Renner, Jerome	28	48	23	Pt SE NW N of Hwy			2.3	800	
23-0-007600	Gallery, Shawn M	5	48	26	SE-NE		non	39.9	10600	
23-1-066801	England, Lewis	11	48	26	River Park W 200 ft of S 100 of N 400 ft of Outlot C		non	0.5	2000	
24-1-085600	Duchane, Owen	11	46	26	Allie's Duck Pass Lot 1 Blk 2	32529 355th Ave Aitkin	non	0.4	78600	WLADIMIRAF LAKE 100 feet frontage
24-1-123006	Johnson, Anthony	15	46	26	Kellars Addition Pt Lot 1 Blk 4 As in Doc 332705	36507 320th St Aitkin	non	3.5	13700	esement lakeshore on Linde Lake??
29-0-046905	Groth, Nacole	22	49	23	Part E 150 ft Lot 4 in Doc 224883			0.4	1000	adjacent to 29-1-508803
29-1-086800	Soltau, Donald L	20	49	23				0.2	3000	
29-1-086900	Soltau, Donald L	20	49	23				0.2	3000	
29-1-087000	Soltau, Donald L	20	49	23				0.2	3000	
29-1-088400	Soltau, Donald L	20	49	23				0.2	5700	
29-1-088500	Soltau, Donald L	20	49	23		46888 207th Ave McGregor		0.2	20200	
29-1-095000	Johnson, Donald	20	49	23	Indian Portage Lot 19 Blk 14			0.2	3000	
29-1-180400	Miller, Bruce	21	49	23	Plat 5, Lot 375		non	0.2	1500	FORF in 2018, req
29-1-180500	Miller, Bruce	21	49	23	Plat 5, Lot 376		non	0.2	1500	FORF in 2018, req
29-1-208800	Segal, Harold	22	49	23	Sheshebe Point 2nd Addition Lot 61		non	0.7	30900	Minnewawa Lake 50' frontage
29-1-208900	Segal, Harold	22	49	23	Sheshebe Point 2nd Addition Lot 62		non	0.7	30900	Minnewawa Lake 50' frontage
29-1-270900	Clasen, John	22	49	23	Sheshebe Point 3rd Addition Lot 18 Blk 32			0.2	1500	
29-1-508803	Groth, Nacole	22	49	23	Floes Addition Part Outlot A in Doc 224883			0.7	2000	adjacent to 29-0-046905
30-1-062500	Hafford, Charles	20	47	23	East Lake Lot 3 Block 10		non	0.1	500	FORF 2018, req by tribe, no auction
51-1-043100	Willis, Edna	16	48	27	Bon-Aire Estates Lot 4 Blk 1		non	0.6	3000	
58-1-004400 & 58-1-004300	Korpi, Ann	5	43	23	McGrath Lot 5 Blk 4	206 N 3rd St. McGrath	non	0.4	14000	house to the south forfeited already Well on this property?
58-1-005200	Unger, Stephen & Russel	5	43	23	McGrath, Plat 1, Lots 1-2 Block 5		non	0.3	9300	FORF 2018
58-1-007400	Wisneski, Dale	5	43	23	McGrath Lots 11 & 12 Blk 6	415 W Main St McGrath		0.2	6200	
59-1-026200	Osterman, Doris L	31	48	23	HESPER J NEWELLS ADDITION IN MCGREGOR, Lot 5 Block 3		non	0.2	14700	
59-1-026301	Osterman, Doris L	31	48	23	HESPER J NEWELLS ADDITION IN MCGREGOR, LOT 6 LESS W 12 FT OF N 100 FT BLK 3	255 N Maddy St, McGregor	non	0.1	4100	FORF 2018
61-1-014200	Church, Frederick	15	48	22	Tingdales Original Townsite of Tamarack Lot 22 Blk 3		non	0.1	900	
61-1-014300	Church, Frederick	15	48	22	Tingdales Original Townsite of Tamarack Lot 23 Blk 3		non	0.1	900	
61-1-014400	Church, Frederick W	15	48	22	Tingdales Original Townsite of Tamarack, Plat 2, Lots 24 & 25 Block 3		non	0.2	7000	FORF 2018
61-1-014600	Church, Frederick	15	48	22	Tingdales Original Townsite of Tamarack Lot 26 Blk 3		non	0.1	900	
61-1-014700	Church, Frederick	15	48	22	Tingdales Original Townsite of Tamarack Lot 27 Blk 3		non	0.1	900	



Detailed Parcel Report

Parcel Number: 24-1-085600

General Information

Township/City: NORDLAND TWP
Taxpayer Name: STATE OF MINNESOTA
Taxpayer Address: AITKIN COUNTY TREASURER
209 SECOND ST NW RM 203
AITKIN MN 56431
Property Address: 32529 355th Ave
Township: 46 **Lake Number:** 1011500
Range: 26 **Lake Name:** WLADIMIRAF LAKE
Section: 11 **Acres:** 0.43
Green Acres: No **School District:** 1.00
Plat: ALLIES DUCK PASS
Brief Legal Description: LOT 1 BLK 2 & PT VACATED RD IN DOC 453227

Tax Information

Class Code 1: Tax Forfeited-Real Estate/PILT or Sev Min
Class Code 2: Unclassified
Class Code 3: Unclassified
Homestead: Non Homestead
Assessment Year: 2020

Estimated Land Value:	\$78,500.00
Estimated Building Value:	\$100.00
Estimated Total Value:	<u>\$78,600.00</u>
Prior Year Total Taxable Value:	\$0.00
Current Year Net Tax (Specials Not Included):	\$0.00
Total Special Assessments:	\$0.00
**Current Year Balance Not Including Penalty:	\$0.00
Delinquent Taxes:	No

*** For more information on delinquent taxes, please call the Aitkin County Treasurer's Office at 218-927-7325.**

**** Balance Due on a parcel does not include late payment penalties.**



Detailed Parcel Report

Parcel Number: 24-1-085600

2020 CAMA Summary

Market Area Code: 24
Market Area Description: NORDLAND TWP
Neighborhood Code: 24
Neighborhood Description: NORDLAND
Scheduled Year of Improvement: 2020
Last Land Value Calculation Date: 03/16/2020
Last Building Value Calculation Date:
Last Appraisal Date: 10/02/2017
Appraiser Initials: DM

Estimated Land Value: \$78,500.00
New Improvement Land Value: \$0.00
Building Value: \$148.00
New Improvement Building Value: \$0.00
Total: \$78,648.00

2020 Land Detail Information

Code	Code Description	Unit Size	Unit Type	Acreage	Estimated Land Value
01-0115		100.00	FF	1.03	\$74,250.00
FSITE		1.00	AC	1.00	\$4,250.00
Totals:				2.03	\$78,500.00



Detailed Parcel Report

Parcel Number: 24-1-085600

Record #3

Class: RESIDENTIAL
Subclass: TRAVEL TRAILER
Year Built: 0
Effective Year: 0
Total Area: 1.00
Replacement Cost: \$100.00
CAMA Building Value: \$20.00
CAMA New Improvements Value: \$0.00

Improvement Areas

Rec #	Type	Units	Width	Length	Height	Rep Cost	CAMA Bldg
1	TR TRAILER	1	0	0.00		\$100.00	\$20.00



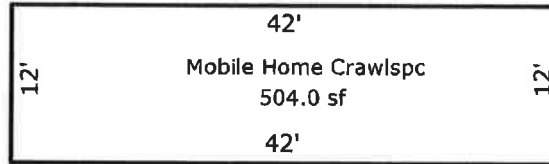
Aitkin County Sketches

Click the Image below to open in a new window

~~Lake~~

Select a Photo below

24-1-085600_s1.JPG ▾





AITKIN COUNTY ASSESSOR

Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 56431

assessor@co.aitkin.mn.us
Phone: 218-927-7327
Fax: 218-927-7379

May 15, 2020

PRIVATE PARCEL

Rich Courtemanche, Land Commissioner
Aitkin County Land Department

Re: Valuation request for Parcels 43-0-010100 and 43-0-010200

Dear Rich:

Per your request, I have reviewed the valuation of these parcels in Unorganized Township 52-22.

Six similar property sales of predominantly vacant land were analyzed from northern and central Aitkin County. These transactions occurred between March 2019 and February 2020. They were between 80 and 100 acres in size and their prices ranged from \$38,000 to \$80,000 each.

The higher priced properties had less wetland and more building value than the subject property. The lowest priced property at \$38,000 had more wetland and poorer road access than the subject.

After considering this data and after visiting the property, I'm valuing the subject property at **\$40,400**.

This value estimate is intended for the purposes of the Aitkin County Land Department. It was prepared using the procedures and methods of licensed Minnesota assessors. This estimate is not intended to have the level of detail, scope of work, and level of accuracy found in a full narrative appraisal conducted by an appraiser licensed by the Department of Commerce.

Please contact me with any questions.

Sincerely,

Mike Dangers
Aitkin County Assessor



10/15/2016

10'	1966 "Marshfield" Mfg Res	520.0 sf
		52'



Detailed Parcel Report

Parcel Number: 43-0-010100

General Information

Township/City: 52-22 UNORG
Taxpayer Name: MONSE, WILLIAM J & CYNTHIA
Taxpayer Address: 29249 CR 11
AITKIN MN 56431
Property Address:
Township: 52 **Lake Number:** 0
Range: 22 **Lake Name:**
Section: 7 **Acres:** 40.00
Green Acres: No **School District:** 698.00
Plat:
Brief Legal Description: NE OF NE

Tax Information

Class Code 1: Rural Vacant Land
Class Code 2: Unclassified
Class Code 3: Unclassified
Homestead: Non Homestead
Assessment Year: 2020

Estimated Land Value:	\$22,300.00
Estimated Building Value:	\$0.00
Estimated Total Value:	<u>\$22,300.00</u>
Prior Year Total Taxable Value:	\$24,100.00
Current Year Net Tax (Specials Not Included):	\$170.00
Total Special Assessments:	\$0.00
**Current Year Balance Not Including Penalty:	\$0.00
Delinquent Taxes:	No

*** For more information on delinquent taxes, please call the Aitkin County Treasurer's Office at 218-927-7325.**

**** Balance Due on a parcel does not include late payment penalties.**



Detailed Parcel Report

Parcel Number: 43-0-010100

2020 CAMA Summary

Market Area Code: 43
Market Area Description: UNORG 52 22
Neighborhood Code: 43
Neighborhood Description: UNORG 52 22
Scheduled Year of Improvement: 2020
Last Land Value Calculation Date: 03/16/2020
Last Building Value Calculation Date:
Last Appraisal Date: 10/20/2014
Appraiser Initials: DM

Estimated Land Value:	\$22,300.00
New Improvement Land Value:	\$0.00
Building Value:	\$0.00
New Improvement Building Value:	\$0.00
Total:	\$22,300.00

2020 Land Detail Information

Code	Code Description	Unit Size	Unit Type	Acreage	Estimated Land Value
LWD-O		12.00	AC	12.00	\$14,040.00
SWP-O		28.00	AC	28.00	\$8,260.00
Totals:				40.00	\$22,300.00



Detailed Parcel Report

Parcel Number: 43-0-010100

Sale History

Record #1

Seller: NELSON, DENNIS
Buyer: BREEN, ROBERT
Rejected Sale: No
Reason: N/A

Sale Date: 11/01/1999
Deed Type: Warranty Deed
Multi-Parcel Sale: Yes
Price: \$8,800.00
Personal Property: \$0.00
Adjusted Price: \$8,800.00

Record #2

Seller: NELSON, DENNIS
Buyer: HERMANN, CONRAD
Rejected Sale: No
Reason: N/A

Sale Date: 08/01/1997
Deed Type: Contract for Deed
Multi-Parcel Sale: Yes
Price: \$8,000.00
Personal Property: \$0.00
Adjusted Price: \$8,000.00



Detailed Parcel Report

Parcel Number: 43-0-010200

General Information

Township/City: 52-22 UNORG
Taxpayer Name: MONSE, WILLIAM J & CYNTHIA
Taxpayer Address: 29249 CR 11
AITKIN MN 56431
Property Address: 68844 154th Ave
Township: 52 **Lake Number:** 0
Range: 22 **Lake Name:**
Section: 7 **Acres:** 40.00
Green Acres: No **School District:** 698.00
Plat:
Brief Legal Description: NW OF NE

Tax Information

Class Code 1: Non-Comm Seasonal Residential Recreational
Class Code 2: Rural Vacant Land
Class Code 3: Unclassified
Homestead: Non Homestead
Assessment Year: 2020

Estimated Land Value:	\$17,300.00
Estimated Building Value:	\$800.00
Estimated Total Value:	<u>\$18,100.00</u>
Prior Year Total Taxable Value:	\$20,600.00
Current Year Net Tax (Specials Not Included):	\$158.00
Total Special Assessments:	\$0.00
**Current Year Balance Not Including Penalty:	\$0.00
Delinquent Taxes:	No

*** For more information on delinquent taxes, please call the Aitkin County Treasurer's Office at 218-927-7325.**

**** Balance Due on a parcel does not include late payment penalties.**



Detailed Parcel Report

Parcel Number: 43-0-010200

2020 CAMA Summary

Market Area Code: 43
Market Area Description: UNORG 52 22
Neighborhood Code: 43
Neighborhood Description: UNORG 52 22
Scheduled Year of Improvement: 2020
Last Land Value Calculation Date: 03/16/2020
Last Building Value Calculation Date:
Last Appraisal Date: 03/09/2020
Appraiser Initials: MB

Estimated Land Value: \$17,350.00
New Improvement Land Value: \$0.00
Building Value: \$760.00
New Improvement Building Value: \$0.00
Total: \$18,110.00

2020 Land Detail Information

Code	Code Description	Unit Size	Unit Type	Acreage	Estimated Land Value
SWP-R		5.00	AC	5.00	\$1,625.00
FSITE		1.00	AC	1.00	\$1,700.00
SWP-R		29.00	AC	29.00	\$9,425.00
ROAD		1.00	AC	1.00	\$0.00
LOP-R		4.00	AC	4.00	\$4,600.00
Totals:				40.00	\$17,350.00



Detailed Parcel Report

Parcel Number: 43-0-010200

2020 Improvement Information

Record #1

Class: RESIDENTIAL
Subclass: MOBILE HOME
Year Built: 1966
Effective Year: 0
Total Area: 520.00
Replacement Cost: \$22,342.00
CAMA Building Value: \$760.00
CAMA New Improvements Value: \$0.00

Improvement Areas

Rec #	Type	Units	Width	Length	Height	Rep Cost	CAMA Bldg
1	BASE AREA	520	10	52.00		\$22,230.00	\$756.00
2	DECK	112	8	14.00		\$112.00	\$4.00

Additional Improvement Information

USE: SEASONAL **COLOR-1:** BLUE
COLOR-2: WHITE **EXT WALL 1:** MET/STEEL
INT WALL 1: PLYWD PNL **FLR CVR 1:** VINYL
CENTRL AIR: NO **MAKE:** MARSHFIELD
BEDROOMS: ONE **BATHROOMS:** NONE
FIREPLACE: NO

Sale History

Record #1

Seller: AKKANEN, KENNETH & TODD **Sale Date:** 05/01/2008
Buyer: MONSE, WM & CYNTHIA & WM JR. **Deed Type:** Warranty Deed
Rejected Sale: No **Multi-Parcel Sale:** Yes
Reason: N/A **Price:** \$52,000.00
 Personal Property: \$0.00
 Adjusted Price: \$52,000.00

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

ADOPTED September 22, 2020

By Commissioner: xxxx

20200922-xxx

Public Hearing – Monse – Class B Land Exchange

WHEREAS, on August 25,2020 the Aitkin County Board of Commissioners set a public hearing for September 22,2020 at 11:00 AM to consider a Class B land exchange between William Monse of Aitkin and Aitkin County described as follows:

County Tax Forfeited Lands - 0.43 acres unsold tax forfeited lot in the Plat of Allie's Duck Pass (Lot 1 Blk 2) on Wladimiraf Lake (Section 10 Lake) in Nordland Township (T46R25)

Private Land - 80-acre property on the Libby Branch of the Swan River in Section 7 of Unorganized T52R22

WHEREAS, the necessary appraisals and public hearing notice as required by M.S 373.01 have been complied with, and

WHEREAS, William Monse has agreed to pay the difference in appraised values, and

WHEREAS, the Aitkin County Board of Commissioners held a public hearing on September 22th, 2020 at 11:00 AM for the purpose of hearing public comments regarding the proposed land exchange.

THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners authorizes the Land Commissioner's Office to proceed with the Application for Class B Land Exchange and title opinion on the privately owned parcels, and with the land exchange of the lands listed above.

BE IT FURTHER RESOLVED, that the lands exchanged are subject to zoning ordinances adopted by the County Board and that all lands are subject to highway and utility easements.

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

FIVE MEMBERS PRESENT

All Members Voting

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 22nd day of September, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of September, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Aitkin County CARES for Business Grants

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

**provide copy of hearing notice that was published*

Submitted by: Ross Wagner	Department: Economic Development & Forest Ind
-------------------------------------	---

Presenter (Name and Title): Ross Wagner, Economic Development & Forest Industry Coordinator	Estimated Time Needed: 30 Minutes
---	---

Summary of Issue:

At the July 28, 2020 Aitkin County Board meeting the County Board authorized the Aitkin County CARES for Businesses Grant program. Aitkin County contributed \$500,000 of Federal CARES Act funds and the City of Aitkin subsequently contributed \$30,000.00 for a total grant fund of \$530,000.00. Applications were accepted on a first come first serve basis and were due by August 31st. The Economic Development Committee has reviewed all of the applications for content and eligibility and recommend funding Applications as listed on the attached spreadsheet.

The Economic Development Committee also reviewed CARES Act funding requests from East Central Regional Library and North East Office of Jobs and Training. The recommendation is to grant \$13,800.00 to East Central Regional Library and \$12,495.00 to North East Office of Jobs and Training. From the Aitkin County CARES for Businesses grant funds.

Lastly, the ED Committee recommends a second round of CARES for Businesses grants. With the remaining funds and the contributions committed to the grant fund from various City's and Townships there will be approximately \$200,000.00 remaining for a second round of Aitkin County CARES for Business Grants. The Economic Development Committee is recommending that a round 2 be offered with some modifications to the original grant application form and requirements. The modified application form will be sent out separately.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Aitkin County Cares for Business Grants Applications; Approve CARES Funds donations to the East Central Library for \$13,800 and the North East Office of Jobs and Training for \$12,495; Approve a second application period with funds from new contributions and remaining funds from round one.

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:*

CARES Act Funds are already awarded to Aitkin County. Aitkin County in turn awards the grants to Businesses.

Business Name	Contact	Grant Request \$	Back up information	Eligible	Location	City of Aitkin	Total
Voyager Press	John Grones	9,554.72	Y	Y	McGregor		
Minnesota Nat. Golf Course	Elisa Proulx	10,000.00	Y	Y	McGregor		
Superior Thermowood	John Bieganek	10,000.00	Y	Y	Palisade		
Lake Area Home Investments	Marc Hoffman	7,500.00	Y	Y	Mille Lacs Area		
Cornerstone Custom Homes	John Baker	6,000.00	Y	Y	Aitkin		
Larson's Barn	Kathy Larson	10,000.00	Y	Y	Palisade		
Sorenson Root Funeral Home	Jason Brezinsky		Y	Y	Aitkin	10,000.00	
Trails Inn Quadna Mountain	Renae Rasmusson	10,000.00	Y	Y	Hill City		
Rustic Trail	Dawn Quade	7,500.00	Y	Y	Palisade		
McGregor Thrifty White	Pauline Anderson	10,000.00	Y	Y	McGregor		
LemCo Hydraulics	Erin Boleman	10,000.00	Y	Y	Hill City		
Hill Lake Café	Pat Korst	10,000.00	Y	Y	Hill City		
McGregor Printing	Mike Kruse	10,000.00	Y	Y	McGregor		
The Joint, Tavern & Eatery	Cindy Chuhanic	10,000.00	Y	Y	Bennetville		
Rivers Edge Assisted Living	Scott Duffney		Y	Y	Aitkin	10,000.00	
40 Club Inn/Banquet Center*	Jerry Dagen		Y	Y	Aitkin	10,000.00	
40 Club Restaurant and Bar	Jerry Dagen	10,000.00	Y	Y	Aitkin		
The Red Door Resort	Brian Linne	10,000.00	Y	Y	Wealthwood		
Hillcrest Resort	Joel Carr	10,000.00	Y	Y	McGregor		
Country Meadows Inn	Dipal Patel	10,000.00	Y	Y	McGregor		
Ripple River Motel & RV Park	Dipal Patel	10,000.00	Y	Y	Aitkin		
Hair by Clair	Clair Taylor	1,797.80	Y	Y	Aitkin		
Coombs Cuts	Stephanie Coombs	4,060.00	Y	Y	Aitkin		
McGregor Lanes	Christina Williams	10,000.00	Y	Y	McGregor		
Roadside Restaurant	Peter Welshons	10,000	Y	Y	Aitkin		
Zorbaz of Big Sandy	Cole Hansen	10,000.00	Y	Y	McGregor		
Forester Pontoons	Chad Christenson	10,000.00	Y	Y	Hill City		
Memories and Milestones	Donelle Welch	2,452.00	Y	Y	Aitkin		
Knuckleheads	David Olson	10,000.00	Y	Y	Hill City		
Harry's Bar	Alan Hilton	10,000.00	Y	Y	Hill City		
Snap Fitness	Mark Filas	9,692.69	Y	Y	Aitkin		
Ruthies Restaurant	Randall Landrus	9,022.88	Y	Y	Hill City		
Village Laundromat	Kari Dragovich	5,000.00	Y	Y	Aitkin		
Lorries Hair Studio	Heather Duffney	10,000.00	Y	Y	Aitkin		
The Glen Store and Grill	Chris Hagman	10,000.00	Y	Y	Glen		



Headquarters: 111 Dellwood Street North
 Cambridge MN 55008
 Phone (763) 689-7390

*Branches in Aitkin, Chisago, Isanti,
 Kanabec, Mille Lacs, and Pine Counties*

August 27, 2020

Jessica Seibert, County Administrator
 Aitkin County
 307 2nd St. NW
 Aitkin, MN 56431

Dear County Administrator,

As East Central Regional Library has pivoted to provide safe, contactless service to your citizens during the COVID-19 pandemic, the library has incurred many unplanned expenses in order to protect our staff and our communities. The commissioners on the ECRL Finance Committee have directed me to reach out to each county to seek reimbursement for these expenses from your CARES funding as well as to ask for your county to consider funding some of the library's additional needs to provide safe, contactless services going forward.

As you are aware, ECRL operates as one library and does not generally designate items for one library or county. This allows us to provide consolidated services and save money by not duplicating overhead. It does however mean that it is more difficult to quantify some things for just one location or county. For items that were clearly for one location, the costs are allocated to the location's county. For regional items, the Commissioners on ECRL's finance committee agreed that the best way to divide costs for regional items was on a percentage based on number of libraries. See below for details on the calculated percentages:

County Share - based on locations (total locations 14)		
	# of library branches	Percentage
Aitkin	2	14.29%
Chisago	4	28.57%
Isanti	1	7.14%
Kanabec	1	7.14%
Mille Lacs	3	21.43%
Pine	3	21.43%

For each county, I have compiled a detailed list of expenses and the amount that ECRL is requesting in reimbursement. If you would like to see detailed invoices or quotes on any of these expenses, we are happy to provide them. ECRL hopes your County will consider utilizing its CARES funding to assist this organization in adapting our service model and remaining strong so that we are able to assist the region's citizens with healing and revitalization.

I am also including a list of proposed expenses that will allow us to continue safe operations going forward. Without county CARES funding, ECRL will be unable to make these changes at this time. Once we receive approval from your county that funding will be provided, ECRL will move forward and use the money by Dec. 1. In particular, with regard to the regional cost recovery project, if ECRL doesn't receive approval from all six counties, this important improvement will be put on hold. Details about each project are listed below.

Finally, I have been contacted by some counties requesting the library's assistance with new initiatives including more hotspot loans and video conferencing spaces. If your county is interested in exploring this in any of your county branches, please let me know. I provided some general information regarding these two options for your consideration. ECRL can move to provide these expanded services quickly and economically for you.

If you have questions, I'm happy to discuss with you individually or present to your County Board.

A handwritten signature in cursive script that reads "Carla Lydon".

Carla Lydon, Executive Director
clydon@ecrlib.org

Aitkin County Details

Incurring Expenses

Invoice is attached for incurred costs. Included are expenses for PPE, curbside delivery supplies, technology expenses for appointment system, online summer reading, curbside pickup, etc.

Also included is a subscription to Homework Help and Job Assistance Database which the library implemented in March 2020 based on anticipated need. The decision was made to cancel other databases to allow for this service. If County CARES funding is allocated for this purpose, the library can continue to provide the resources we had budgeted for. The Homework Help and Job Assistance databases are something the library would not have done but not for COVID and the resulting need for distance learning and employment assistance.

Payment for some or all of our incurred COVID-19 expenses is appreciated.

Proposed Projects (in priority order)

- Hand Sanitizing Stations – 5 total (2 McGregor, 3 Aitkin) at \$299 each - **\$1,495 total**

Locating stations at all entries and service points for easy use by library patrons to limit spread of virus

- Regional Cost Recovery System - cost \$120,017.50 – **\$17,145.36 Aitkin Share**

Allows for easy, contactless payment for printing, copying and faxing services as well as payment of fines and other fees. Added advantage of recovering organizational costs due to unpaid or unwanted printing/copying.

- Self checkouts (1 per location) – 2 at \$5500 each - **\$11,000 total**

Allows for easy, contactless self service at each library location

Optional Projects

- Hotspot loans – Funds for additional hotspots circulated region wide. Currently ECRL circulates 32 hotspots regionally that have been grant funded. Waiting lists for these devices are already long. Contributions in any amount will assist the library with adding devices for circulation and addressing some of the temporary need. If you would like to discuss a specific project, please feel free to reach out. Alternatively, the county can allocate an amount and the library will utilize it accordingly.

Amount: TBD

- Video conferencing equipment – Install video conferencing equipment in library study or conference room for public use.

Amount: ~\$5000 per room

Possible Aitkin County locations: Aitkin & McGregor – if interested, library will work to determine appropriate equipment and costs.



EAST CENTRAL REGIONAL LIBRARY
111 DELLWOOD STREET N
CAMBRIDGE, MN 55008
(763)689-7390

Invoice

Date	Invoice #
8/27/2020	2020-38

Bill To
Aitkin County Administrator Aitkin County Courthouse 209 2nd St NW Aitkin, MN 56431

Description	Amount
Sneezeguards - 2 at each Branch	840.00
Curbside Signs - 1 per Branch	262.76
Regional Costs based on your County's percentage	
PPE/Curbside Delivery Expenses	413.07
Technology Expenses	1,291.07
Databases - Homework Help & Job Search	2,957.14
Strengthen · Connect · Support	Total \$5,764.04

CARES Act Funds Mobilization

a proposal

Prepared for:

Aitkin County Board of Commissioners

Prepared by:



August 2020

Background

The Northeast Minnesota Office of Job Training (NEMOJT) is a local unit of county government and a well-established workforce development entity which serves Aitkin, Carlton, Cook, Itasca, Lake, Koochiching, and St. Louis counties – serving on average more than 1,500 individuals and families in Northeast Minnesota annually. We work with diverse populations to provide career planning and guidance to assist people in becoming empowered and economically self-sufficient. These populations include participants who are eligible for enrollment based on being disadvantaged, thus need as much support as possible to ensure long term career and personal success – and even more so during these unprecedented times. Our clientele are the individuals in your communities most in need of support during this national COVID-19 public health emergency.

Current Programs and Initiatives

We currently administer programs that aid in the areas of need that the CARES Act supports and look forward to securing CARES Act funding to assist us in continuing to administer these programs under the new conditions of the COVID-19 public health emergency.

- Diversionary Work Program (DWP)
- Minnesota Family Investment Program (MFIP)
- WIOA Adult
- WIOA Youth
- WIOA Dislocated Worker (DW)
- State Dislocated Worker (DW)
- Pre-Employment Transition Services (Pre-ETS)
- Incumbent Worker Program (IW)
- 218 Trades
- Career EdVenture
- Support Services
- Universal Customer Resources

Statement of Need

Due to the technological adaptations required by the COVID-19 public health emergency, we have found that our outreach is being diminished by our technology limitations and we are seeking CARES Act funding to modify our business practices. Like most organizations, the COVID-19 public health emergency has significantly altered how we can serve individuals and businesses. For decades, our budgets focused on providing high quality client services and only minimal investments were made to advancing technology. Since inception, we have administered these programs, exceeded federal and state performance measures, and provided excellent customer service. Now, the COVID-19 public health emergency requires us to quickly adjust our delivery methods by reimagining and transforming the way we interact with clients to deliver our programs and services in an effective, efficient, and secure manner while protecting our employee's health and safety.

As you can expect, this transformation has presented a number of challenges, first and foremost, is available technology. As a grant funded organization, we are limited in our capacity to meet the new technological demands thrust upon us by the COVID-19 public health emergency and are seeking opportunities to apply for technology grants or funding. We understand that the CARES Act was designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency and that allocated funds need to be dedicated expenditures incurred due to mitigating or responding to the COVID-19 public health emergency. We believe our need for enhanced technology is necessary, would result in demonstrable mitigation of the impacts the COVID-19 public health emergency has on those we serve, allow us to administer programs and services virtually, and would ensure access to our programming for the most vulnerable populations in a safe way. The costs incurred would significantly and immediately increase our capacity to meet the needs of those we serve.

With that said, we are interested in discussing the possibility of accessing CARES Acts funds from Aitkin County to support our need for increased technology resources to administer workforce development programs due to the impacts of the COVID-19 public health emergency. The project to accelerate the modernization of technology at NEMOJT is necessary as we are running on an outdated, slow system that is no longer supported, nor fully secure. To ensure the safety of our front-line counselors who serve our communities most in need individuals, we must provide them with the mobile technology to hold virtual meetings or offer safe face-to-face options. These meetings can no longer occur in the spaces utilized prior to the COVID-19 public health emergency and require access to mobile technology. Laptop options would accommodate meetings with clients that adhere to proper social distancing protocols or occur remotely. Additionally, these laptops could be transported to more remote locations where we do not have brick and mortar offices enabling us to expand our outreach efforts.

NEMOJT is an innovative, result driven organization that is made up of a team of individuals who have dedicated their lives to helping those most in need. This technology upgrade would allow for more efficiency and a greater reach to outlying communities and individuals – allowing us to expanded programs, reduce enrollment processing time, and ultimately enhance the overall services individuals, businesses, and communities receive. Without this funding, NEMOJT would need to complete this project over a period of more than 5 years. However, with support from the CARES Act, the project could be conducted in FY2020 as a single effort to replace the inadequate systems currently in place. The final outcome will be to have a modern, mobile case management system that will provide operational benefits of increased efficiency, cost savings, and improved client services. We believe these expenses are necessary to respond to and mitigate the impacts of the COVID-19 public health emergency and meet the eligibility requirements set forth in section 601(d) of the Social Security Act.

In addition, we would be thrilled to collaborate, share, and integrate our efforts and utilize the CARES Act funds on common COVID-19 response efforts – this can be done by first addressing NEMOJT’s needs for improved mobile technology to support the public assistance and employment and training programs we administer. We are fully engaged and ready to mobilize efforts to address these needs and utilize funds before December 30, 2020 as required by the statute to avoid returning much needed funds for our counties back to the Department of Treasury.

Objective

To fully update and modify our operations to a mobile platform to respond to the need for virtual programming and services due to the COVID-19 public health emergency which will increase our ability, organization-wide, to expand our services and reach the most vulnerable individuals, businesses, and communities.

Budget

Laptops	
31 Staff x \$2,500	\$77,500
Docking Stations	
31 Staff x \$250	\$7,750
Portable Printers	
31 Staff x \$200	\$6,200
Scanners	
31 staff x \$100	\$3,100
Mobile Signature Technology	
31 staff x \$200	\$6,200
Peripherals	\$11,000
Systems Deployment	\$14,000
Staff Training	\$1,500
Network Infrastructure Upgrades	\$15,000
Total	\$142,250

Organizational Structure

Local Elected Officials Board:

Donald Niemi - District 3 Aitkin County Commissioner
Thomas Proulx - District 3 Carlton County Commissioner
David Mills - District 3 Cook County Commissioner
Burl Ives - District 4 Itasca County Commissioner
Peter Walsh - District 1 Lake County Commissioner
Kevin Adee - District 2 Koochiching County Commissioner
Paul McDonald - St. Louis District 4 County Commissioner

Executive Director:

Marie Domiano

Northeast Minnesota Office of Job Training

BUILD THRIVING COMMUNITIES BY GUIDING AND EMPOWERING INDIVIDUALS



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Approve 2021 Preliminary Levy

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

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

Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 minutes
---	---

Summary of Issue:

The Board has received several budget presentations over the past two months outlining the details of each budget. The current preliminary 2021 budget results in a levy amount of \$16,006,913. The Board will have the opportunity to discuss this amount and pass the 2021 preliminary budget resolution,

State statute requires the Board to pass a preliminary levy no later than September 30th. The final levy may be reduced by December but cannot be raised higher than the preliminary levy.

Alternatives, Options, Effects on Others/Comments:

Adopt a preliminary levy other than the recommended amount.

Recommended Action/Motion:

Adopt the 2021 preliminary levy resolution in the amount of \$16,006,913.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 16,006,913

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED September 22, 2020

By Commissioner: xxxx

20200922-xxx

2021 Preliminary Levy

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2021 be set at
\$_____.

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

FIVE MEMBERS PRESENT

All Members Voting

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 22nd day of September, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of September, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

8B
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Approve 2021 Capital Improvement Plan

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

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

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

Summary of Issue:

The proposed 2021 Capital Improvement Plan has been previously discussed and reviewed by the Aitkin County Board. Formal approval is requested.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve the 2021 Aitkin County Capital Improvement Plan.

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 -- CAPITAL IMPROVEMENT PLAN: 2021 - 2025

DEPARTMENT	CATEGORY	DESCRIPTION	2021	2022	2023	2024	2025	5 Yr. Total
Assessor								
	Transportation							
		Appraiser Vehicle		17,000	18,000			35,000
Auditor								
	Equipment							
		AutoMARKS and M100's		10,000	10,000	10,000		30,000
Buildings & Facilities								
	Buildings							
		Courthouse Front Steps /IT Window Repair	55,000	100,000				155,000
		Fuel Tank Removal						0
		LED Lights outside of buildings	5,000					5,000
		Motor Pool Garages (2) - Replace			50,000	50,000	120,000	220,000
		Replace Rubber Roof (7500 sf)			60,000	60,000		120,000
Environmental Services								
	Transportation							
		Auto - Food, Beverage & Lodging		17,500				17,500
		Auto - Planning & Zoning						0
		Auto - Solid Waste/ P&Z - Shared	15,000					15,000
Health & Human Services								
	Buildings							
		Heating Controls at HHS - Replace	25,000					25,000
		HHS - Flat Roof	0	0	0			0
		HHS - three (3) new offices	20,000	0	0			20,000
		HHS Brick Repair				0		0
		HHS Exterior Doors (2) - Replace						0
		HHS HVAC - Upgrade		0	0		25,000	25,000
		HHS Windows - Replacement	0	80,000				80,000
		Lunchroom/Meeting Room Cabinets	10,000					10,000
		Lunchroom/Meeting Room Divider					10,000	10,000
		Replace Water Heater						0
		Replace Boiler Pumps						0
		Lighting Upgrade to LED				80,000		80,000
		Common Area Carpet Replacement			80,000			80,000
		Office Furniture Replacement	20,000		30,000	40,000	90,000	180,000
		Building re-model - FTI area		20,000				20,000
	Equipment							
		Security Key Card Access	20,000	0	0			20,000
Human Resources								
	Tech							
		Application/Onboarding Software	9,000	9,000	9,000			27,000
IT								
	Tech							
		AD Server x 2 - DC1 & DC2						0
		Assureon Replacement (storage for scanned documents)	61,000					61,000
		GIS Servers - Web & DB Sequel Server		19,000				19,000
		Highway Server					10,000	10,000
		Server - Cerberus	9,000					9,000
		Server - Coatty					10,000	10,000
		Server - Image						0
		Server - Tiamat				9,000	10,000	19,000
		ASA x 2				24,000		24,000
		Virtual Host Server - Medusa				10,000		10,000
		Mercury (hydra replacement)			10,000			10,000
		TRIGLAV			10,000			10,000
		Back up Device (Barracuda)			40,000	40,000		80,000
Land (LLCC)								
	Buildings							
		Fire, Safety, and Building Repairs at Land Office	17,500					17,500
		Restrooms - Jacobson and Snake River						0
	Equipment							
		ATV		6,300	6,500	6,700		19,500
		Snowmobile	8,800	8,900			9,000	26,700
		Survey Equipment						0
		Trailers			7,000			7,000
		Lawnmowers		3,500			3,700	7,200
		Groomer		26,000				26,000
		Bobcat	57,000				58,000	115,000

Land (LLCC)	Tech							
		Software - DMS	15,000					15,000
	Transportation							
		4x4 Pickups	27,000	54,500	55,000	55,500	28,000	220,000
		1-Ton Pickup						0
Motor Pool	Equipment							
		Replacement Vehicles (2/yr.)		50,000	50,000	50,000		150,000
Recorder	Technology							
		(blank)	0	0	0			0
Roads & Bridges	Buildings							
		Aitkin Area Maint Facility: Office Renovation/Addition	100,000	100,000	35,000			235,000
		Aitkin Fuel Tank Replacement			45,000	25,000		70,000
		McGrath Fuel Tank Replacement				45,000	15,000	60,000
		Palisade Cold Storage Building		45,000	15,000			60,000
		Swatara Shop Heating System Modification						0
		McGregor Fuel Tank Replacement					60,000	60,000
		Palisade Fuel Tank Replacement		25,000				25,000
		Aitkin Gate Improvements			10,000			10,000
	Equipment							
		Unit #019: 2006 Roscoe SweepPro						0
		Unit #029: 1991 Felling Trailer	8,000					8,000
		Unit #032 - Felling Trailer	30,000					30,000
		Unit #034: Towmaster Trailer				32,000		32,000
		Unit #066: 2003 Honda Water Pump	4,000					4,000
		Unit #126: 2000 Ford Single Axle	195,000					195,000
		Unit #127: 2000 Ford Axle Dump Truck						0
		Unit #128: 2001 Sterling LT9511	35,000	165,000				200,000
		Unit #131: 2001 Sterling LT9511		200,000				200,000
		Unit #133: 2007 Mack CV713						0
		Unit #134: 2007 Mack CV713						0
		Unit #136: International Tandem Axle Dump Truck			50,000	160,000		210,000
		Unit #137: 2012 International Tandem				195,000	15,000	210,000
		Unit #200: Capterpillar 120M Motor Grader	30,000					30,000
		Unit #211: Cat Motor Grader			230,000			230,000
		Unit #212: Cat 140G Motor Grader						0
		Unit #300: 2011 Terex Brush Machine			80,000			80,000
		Unit #304 - Ulrich Shoulder Mach						0
		Unit #350: John Deer Tractor/Mower		75,000				75,000
		Unit #370: Cat 312 Excavator						0
		Unit #389: Ford Loader/Backhoe						0
		Unit #391: Cat 938F Loader						0
		Unit #394: 2002 John Deere Tractor Mower						0
		Unit #498: Water Tanker Trailer	5,000					5,000
		Unit #499: Red River Belly Dump		20,000	50,000			70,000
		Unit #500: Ranco Belly Dump						0
		Unit #501: Red River Belly Dump						0
		Unit #732: Leica Total Station						0
		Unit #801: Hydraulic Hoist						0
		Unit #810: 2009 Husqvarna Zero Turn Mower	5,000					5,000
		Unit #138: 2012 International Tandem					210,000	210,000
		Unit #135: 2012 International Tandem					210,000	210,000
	Tech							
		Unit #644: Computer Maintenance Foreman						0
		Unit #786: Engineering Tech Desktop Computers - 4			7,000			7,000
		Unit #787: Engineering Tech Laptops - 4				7,000		7,000
		Unit #653: Computer				1,300		1,300
		Unit #657: Computer			1,300			1,300
		Unit #658: Computer	1,200					1,200
		Unit #659: Computer	1,200					1,200
		Unit #660: Computer	1,200					1,200
	Transportation							
		Unit #448: 2004 Ford F-150 4x4						0
		Unit #453 2008 Ford F-250 (with lift)		30,000				30,000
		Unit #454: 2008 Ford F-150		26,000				26,000
		Unit #456: 2008 Ford F-350 Flatbed			30,000			30,000
		Unit #458: 2010 Ford F150 CrewCab				26,000		26,000
		Unit #460: 2011 Ford F-350 SD				45,000		45,000
		Unit #462: Chevy 2500			22,000			22,000

Transportation	Unit #464: 2008 Ford F-150 Ext Cab				26,000		26,000
	Unit #467: 2007 Ford F-150 4x4 Styleside	24,000					24,000
	Unit #468: 2007 Ford F150			22,000			22,000
	Unit #469: 2005 Ford F150			22,000			22,000
	Unit #470: 2006 GMC 1500				22,000		22,000
	Unit #472: 2018 Ford F-250 SuperDuty					30,000	30,000
	Unit #473: 2018 Ford F-250 SuperDuty					30,000	30,000
	Unit# 465: 2012 Chevy Mechanic Truck	23,000					23,000
	Unit #459: 2010 Ford F150					26,000	26,000
Sheriff's Department							
Buildings							
	Vinyl Tile - Booking Area						0
	Vinyl Tile - Sheriff Lobby						0
	Roof Replacement				23,500	100,000	123,500
	Chiller Replacement		27,500	50,000	20,000	25,000	122,500
	Water Heater Replacement					15,000	15,000
	Boiler Replacement				35,000	120,000	155,000
	Jail Controls Replacement			20,000	10,000	10,000	40,000
	Dispatch Air Conditioning					9,000	9,000
Communications							
	Radio Fleet Upgrade - Enforcement	35,000	35,000	35,000	35,000	35,000	175,000
	Radio Fleet Upgrade - Jail	0	54,000	0			54,000
Equipment							
	ATV	0	0	0	7,000		7,000
	Jail Cameras						0
	Tazers	5,000	5,000				10,000
	Squad Cameras/Body Cameras	10,000	25,000		25,000		60,000
	Radars						0
	Computers		22,000			35,000	57,000
Transportation							
	Annual Squad Car	140,000	160,000	165,000	170,000	175,000	810,000
	STS Van						0
Grand Total		1,026,900	1,436,200	1,324,800	1,345,000	1,493,700	6,626,600



Board of County Commissioners Agenda Request

8C
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Approve 2021 Legislative Priorities

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: <p>Attached is the draft 2021 Aitkin County Legislative Priorities. Changes have been made based on Board comments. The Board will have an opportunity to review, discuss, and edit the priorities.</p> <p>This information will not only guide Aitkin County advocacy efforts during the upcoming legislative session, but will be provided to both the Association of MN Counties and MN Rural Counties to aid in their development of legislative platforms.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve the 2021 Aitkin County Legislative Priorities.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

2021 Aitkin County Legislative Priorities by Department

Administration

1. Aitkin County and the Association of MN Counties support the state of Minnesota providing financial compensation to all units of local government for court ordered refunds due to state determined values or state required assessment practices.
2. Aitkin County supports promoting legislation that preserves tax base in response to increased property tax appeals, utility tax refunds, and potential "dark store" assessing practices.

Assessor

1. Repeal of the Statute that requires field appraisers to have the AMA license. This is Minnesota Statute 270C.9901. Requiring all appraisers to be AMA certified creates an additional hardship to find qualified appraisers in rural counties. The county supports appraisers who are not AMA licensed to be restricted from assessing income producing commercial industrial properties. They would be allowed to assess all other classifications of property. This will improve the pool of candidates for rural Minnesota counties
2. Simplification of the property tax system. We should support legislation that would reduce the number of classifications of property in Minnesota. When assessors spend lots of time classifying property, they have less time available to value property. The complexity makes the system difficult for most people to understand. After recent legislative changes, Minnesota now has a total of 68 classifications which is the most of any State in the US.
3. Increased safety of field employees. Change State Law to grant assessors access to location data of more predatory offenders. Field staff are required to do physical inspections of all real estate in the county. Not knowing where dangerous criminal live puts staff in the field at risk.
4. Change the Disabled Veterans Market Value Exclusion to a state administered refund program. If this change would take place, the costs of the program would be spread over the whole State instead of shifting the tax burden on local governments.
5. Any new program mandated by the State should be funded by the State.

Attorney's Office

1. Additional sustainable (on-going) funding for County Attorneys for child protection.
2. Additional sustainable (on-going) funding for County Attorneys for the state judiciary's shift of a substantial amount of court administration duties to the County Attorneys' Offices.
3. Increased penalties for damage to pipelines.

Community Corrections

Aitkin County supports the following MN Association of Community Corrections Act Counties (MACCAC) legislative policy positions:

1. Long term, Minnesota needs a clear vision for correctional services that addresses the role of prisons, community supervision and the state's role in funding. This is particularly important since counties provide local jail incarceration and the vast majority of community supervision, which are key alternatives to prisons. The legislature is chronically underfunding Minnesota community supervision. Action is required this session to preserve effective community supervision that protects Minnesota citizens. Minnesota Community Correction Act counties are in need of a supplemental budget appropriation of 4% for each year of the current biennium to address the state's share of their operating adjustment.
2. Community Corrections Act (CCA) Jurisdictions - Supporting the expansion of CCA counties with state funding and the removal of systemic/statutory requirements that act as barriers to counties in choosing the delivery system that best meets their individual needs.
3. Structural Change in Distribution of Funds - Future funding should be allocated using an equitable and transparent model that considers the need of each county.
4. Justice Reinvestment - bring the Justice Reinvestment Initiative of the Council of State Governments to the state of Minnesota.
5. Juvenile Justice Reform - Juvenile reform should continue and focus on: eliminating racial and ethnic disparities, reducing collateral consequences facing justice-involved youth; and modifying the current requirement for juvenile sex offenders to register as predatory offenders.

Economic Development

1. Funding for the Border to Border Grant fund be set at \$1,000,000.00. For communities that are un-served by the State of MN definition, the current 50/50 match be lowered to a 30/70 match. This would allow more Border to Border Broadband grant funds to be utilized in areas that are most in need.
2. Increased funding for the State Grant In Aid (GIA) trails for ATV use. ATV riding is a fast growing family activity and current GIA funding is not keeping up for trail construction or maintenance.

Environmental Services

1. Aitkin County and MACPZA support increased Natural Resources Block Grant (NRBG) funding and continued flexibility for the use of the funding. Aitkin County and MACPZA also support administering and allocating current NRBG funding for mandated state programs through the Minnesota Department of Revenue, similar to County Program Aid. Allocations for mandated state programs through the NRBG should not be considered grants.
2. Aitkin County and MACPZA support modifications to the SSTS licensing programs to ensure tests are consistent with course materials and Minnesota Rules 7080-7083.

3. Aitkin County and SWAA support allocating 100 percent of the revenue generated by the Solid Waste Management Tax (SWMT) to state and county waste management activities, including increased funding for SCORE (Governor's Select Committee on Recycling and the Environment) grants to counties.
4. Aitkin County and SWAA support efforts to make improvements that would maximize the e-waste recycling program. Additionally, SWAA supports the use of manufacturer payments to fully reimburse county collection and recycling costs. Furthermore, SWAA supports reducing end-of-life costs to consumers through increased manufacturer responsibility.
5. Aitkin County and SWAA support requiring the MPCA to issue, and/or reissue all demolition land disposal facility permits, in a timely manner, in accordance with the MPCA's 2005 Guidance Document (as listed on the MPCA website) until such guidance are otherwise modified by new Rule or Statute.

Health & Human Services

1. Aitkin County supports state and federal investments in technology modernization at the Departments of Health and Human Services. These investments will improve the efficiency of county staff that enter information into the systems and enhance customer service. This includes the following:
 - A. Aitkin County supports the funding necessary for the Minnesota Eligibility Technology System (METS) to function properly and reliably, and alleviate excessive burdens on tax payers and improve services provided to customers.

Aitkin County supports a health care eligibility system that serves as a sustainable platform for performing health care functions and fully integrates with other health and human services technology systems. Including review of other platforms, inclusion of county employees in the process and a clearly defined roadmap with goals and timelines documented.
 - B. Aitkin County supports legislation that would require field tests of any new technology system prior to statewide implementation.
2. Aitkin County supports Direct Care and Treatment Cost of Care Policy Changes. This includes development of a review process for discharges and subsequent financial responsibility for Does Not Meet Criteria (DNMC) days. Additionally, tools need to be developed to work in partnership with counties to reduce DNMC days at direct care and treatment facilities.
3. Aitkin County supports Substance Abuse Disorder (SUD) Reform: this includes changes to the current county assessor certification process for comprehensive assessments to assure timely access to assessment and treatment.
4. Aitkin County supports restoration of federal funding to local public health for emergency preparedness and response.
5. Aitkin County supports expanding telemedicine in health care, mental health, substance use disorder settings and allowing phone or video use for targeted case management visits.
6. Aitkin County believes that the State of Minnesota should accept financial responsibility for the errors made by the Department of Human Services (DHS) and supports state funding to reimburse the federal government for any payment and billing miscalculations.

Highway Department

1. Local Road Improvement Program/Local Bridge Bonding Program - Aitkin County supports immediate funding of the Local Road Improvement Program and the Local Bridge Bonding Program to fund regionally significant local road and bridge projects throughout the state.
2. Increase in Highway Funding - Aitkin County supports long term, sustainable transportation funding increases distributed through the Highway User Tax Distribution Fund by increases in the state gas tax and license tab fees. Aitkin County also supports dedicating the existing sales tax revenue on motor vehicle parts to the Highway User Tax Distribution Fund.

Human Resources

1. Limit a presumption that PTSD Workers Compensation are employment-related.
2. Oppose inclusion of 911 Dispatchers and Probation Officers in the PERA Correctional Plan.
3. Change the frequency of reporting for pay equity from every three years to every five years.
4. Simplify the process and shorten the timeline (no longer than 6 months) for Minnesota counties who are interested in exiting the Minnesota Merit System. Allow counties to exit at any time throughout the calendar year.
5. Clearly state in the law that County Boards (and city/township/school) are allowed to discuss non-union wages and benefits in closed session too, in addition to union negotiations strategy.
6. Oppose any new state-mandated time off benefits such as the Paid Family and Medical Leave benefit program, funded by employees and employers. Public employers currently provide generous leave accrual banks. Allow public employers and unions to negotiate paid time off benefits without a state mandate.

Land Department

1. Support changes to MS 282 (Tax Forfeited Land Laws): As directed by the county board, the county auditor may lease tax-forfeited land under the terms and conditions prescribed by the county board for the purposes of investigating, analyzing, and developing conservation easements that provide ecosystem services. And The county auditor, under the terms and conditions prescribed by the county board, including reversion in the event of nonuse, may convey conservation easements as defined in section 84C.01 on tax-forfeited land.
2. Continue forest road grants to counties to maintain county-administered forest roads to counties that have appointed land commissioners.

3. The burden of blighted properties within City limits is falling onto County governments. Counties have little influence on how a City may or may not enforce blight issues prior to a property forfeiting. Final property cleanup is often deferred to Counties after years leading to forfeiture. Failure to act in a timely manner is exacerbating the blight issues. Cities should retain the administration of tax forfeited properties after forfeiture.
4. Secure funding needs to be in place to deal with derelict tax forfeited properties.
5. There should be an increase to the maximum \$12,000 lease amount to accommodate cell tower lease agreements. Counties are not able to enter cell tower agreements. Language should include the lease value and lease term to be determined by the county board as well as reverter language for non-use. (282.04 TIMBER SALES; LAND USE, LEASE, PARTITION, EASEMENT. Subdv 1(d))
6. Environmental education is extremely important to our region. Efforts to support curriculum and RELC's (i.e. Long Lake CC) is vital to acquiring/protecting lands for our future.
7. Legislation to support use of Outdoor Heritage (Legacy) funds to support updating forest inventory on County/State lands – how can we protect/enhance habitat if we have irregular data on what we currently have?
8. Support state funding to local government units for beaver control.

Recorder's Office

Sheriff's Office

1. Pursue legislation that would prohibit firearms in county buildings where court services occur.

Treasurer's Office

1. Under Return of state fees - Suggest adding Marriage License fees to be retained by the county as the state receives most of the revenue but all the work is done in my office.
2. Have Mobile Homes returned to tabs issued by the DVM rather than being taxed thru the property tax system or raising the value threshold for them to be taxed thru the property tax system.



Board of County Commissioners Agenda Request

80
Agenda Item #

Requested Meeting Date: September 22, 2020

Title of Item: Fund Balance Discussion

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

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

Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 minutes
---	---

Summary of Issue:

In accordance with the Aitkin County Fund Balance Policy, a review and discussion of annual fund balance use will be held.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Discussion only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Aitkin County Board of Commissioners Agenda Request Form

9
 Agenda Item #

Requested Meeting Date: September 22, 2020
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	2 nd 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