

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 21, 2021 – BOARD AGENDA

Government Center Board Room

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code): 2551 877 9715; (meeting password): 7282.

- 9:00** 1) **J. Mark Wedel, County Board Chair**
- A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
- 9:05** E) **Health & Human Services (see separate HHS agenda)**
- 9:40** Break
- 9:50** 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. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrator's office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the 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 December 14, 2021 to December 20, 2021
 - B) Approve December 14, 2021 County Board Minutes
 - C) Approve December 14, 2021 Budget Hearing Minutes
 - D) Approve Electronic Funds Transfers
 - E) Approve Manual Warrants/Voids/Corrections – FSA Claims 2021 #40052699
 - F) Approve Natural Resources Advisory Committee Appointments
 - G) Approve Authorize County Administrator to Approve Year End Matters
 - H) Approve Updated Performance Evaluation Form and Process
 - I) Approve Personnel Policy Updates
 - J) Adopt Resolution: Designate Unorg Township Polling Place
- 9:55** 3) **Dennis Thompson-Interim Land Commissioner**
- A) CPL Grant
 - B) Adopt Updated Strategic Plan and Tactical Plan
- 10:15** 4) **Mike Dangers-County Assessor**
- A) Property Tax Abatement Policy

B) Property Tax Abatement Resolution

- 10:25 5) Mark Jeffers-Economic Development Coordinator**
A) Approve Release of Economic Development Communications RFP
B) Award Internet Service Provider CARE-21-0011-0-FY21

- 10:45 6) Jessica Seibert – County Administrator**
A) Adopt Resolution-2022 Commissioner Salaries
B) Adopt Resolution-2022 Elected Officials Salaries
C) Approve 5-Year Capital Improvement Plan
D) Adopt 2022 Budget, Levy, and Supporting Resolutions
E) Approve HHS Fiscal Recovery Funds Request
F) Approve Fiscal Recovery Funds Transfer Resolution
G) Adopt Opioid Settlement Resolution
H) Administrator Updates

- 11:35 7) Committee Updates**

12:05 Adjourn



Board of County Commissioners Agenda Request

2D
Agenda Item #

Requested Meeting Date: 12/21/2021

Title of Item: Electronic Funds Transfer

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

Electronic Funds Transfer thru 12/13/2021

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 December 13, 2021 Board Meeting December 21, 2021

<u>Abstract Number</u>	<u>Date</u>	<u>Amount</u>	<u>Reason</u>
21166	12/10/21	\$169,243.93	Commissioner Abstract
21167	12/8/21	\$99,158.78	Manual Abstract
21168	12/10/21	\$1,670.81	Auditor Abstract
21169	12/10/21	\$14,125.45	Commissioner Abstract
21170	12/9/21	\$6,989.92	Manual Abstract
21172	12/10/21	\$3,888.08	Auditor Abstract

\$0
Voids/No ACH
21165
21171

\$295,076.97

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 #40052699

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
12/15/21 10:04AM

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	8410 Bremer Bank						
1	01-044-904-0000-6360		625.02	Dep Care FSA Claims 2021	40052699	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		65.73	Med FSA Claims 2021	40052699	Flex Plan Withdrawals	N
	8410 Bremer Bank		690.75	2 Transactions			
1 Fund Total:			690.75	General Fund	1 Vendors	2 Transactions	
Final Total:			690.75	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	690.75	General Fund
All Funds	690.75	Total

Approved by,

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Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Natural Resources Advisory Committee Appointments

<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: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Interim Land Commissioner		Estimated Time Needed: NA
Summary of Issue: See attached memorandum		
Alternatives, Options, Effects on Others/Comments: Find and select other individuals to serve on the committee.		
Recommended Action/Motion: Approve appoint of the recommended applicants.		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Committee members are paid a per diem of \$35 per meeting plus current IRS mileage rate to and from meetings.		

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



Aitkin County Land Department

502 Minnesota Ave N
Aitkin, MN 56431

218-927-7364
acld@co.aitkin.mn.us

MEMORANDUM

DATE: December 8, 2021

TO: Aitkin County Board of Commissioners
Jessica Seibert, County Administrator

FROM: Dennis Thompson, Interim Land Commissioner

RE: Natural Resources Advisory Committee Appointments

I have reviewed the applications for the openings on the Natural Resources Advisory Committee. There are 3 openings, one each for Commissioner District 1, 2, and 3. I recommend that Steve Hughes be appointed to represent Commissioner District 1. I also recommend Tom Veenker be appointed to represent Commissioner District 2. I would also recommend Frank Turnock be reappointed to another term to represent Commissioner District 3.

If you have any questions prior to the meeting, please contact me at (218) 927-7364 or by e-mail at: dennis.thompson@co.aitkin.mn.us

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT

1

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I have 6 years of Forestry experience (1980-1986)

I have served as Aitkin County Soil & Water Conservation District Manager since 1986

I have a deep interest in conservation or wise use of our natural resources

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Steve R. Hughes
Signature of Applicant

Nov. 29, 2021
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No X

Is this application submitted at the suggestion of appointing authority? Yes _____ No X

Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT:

Steve Hughes

STREET ADDRESS OF APPLICANT:

39113 355th Street
Aitkin, MN 56431

PHONE NUMBERS:

DAYS 218 927-7284
EVENINGS 218 670-0363

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

RECEIVED

DEC 06 2021

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

AITKIN COUNTY NRAC

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

As a former county employee (county
surveyor 2001-2015), I feel that I am
quite familiar with the issues that
this board deals with.

I would hope that my experience
would be beneficial/helpful to this
committee.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

T H Veenker
Signature of Applicant

12/02/2021
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT: THOMAS H. VEENKER

STREET ADDRESS OF APPLICANT:
38211 STATE HIGHWAY 18
AITKIN, MN 56431

PHONE NUMBERS:
DAYS 218-678-3792
EVENINGS 218-678-3792

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 3

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I would be honored to serve another
Term on the committee

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Frank Turnock _____ 11-16-71
Signature of Applicant Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No X

Is this application submitted at the suggestion of appointing authority? Yes _____ No X

**Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431**

NAME OF APPLICANT: Frank Turnock

STREET ADDRESS OF APPLICANT:
13196 360th St
McGregor MN 55760

PHONE NUMBERS:
DAYS 218 838 7515
EVENINGS 218 768 2713

For Office Use Only

Date Appointed: _____ Date of Term Expiration: _____ Term #: _____



Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Authorize County Administrator to Approve Year End Matters

<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: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Staff requests Board authorizations to allow the County Administrator to approve miscellaneous year-end matters. This may include trailing liquor licenses, manual warrants, and other miscellaneous items. These items will be presented to the Board at the first meeting in January for acknowledgment.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Authorize the County Administrator to approve miscellaneous year-end matters.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: 12/21/2021

Title of Item: Updated Performance Evaluation Form and Process

<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: Bobbie Danielson, HR Director		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: Consent Agenda (on vac)
Summary of Issue: <p>Email sent to Personnel Committee: We are looking to LEAN out our performance management process. E.g. To smooth out the process, retain only the pieces that add value, and eliminate pieces that don't.</p> <p>Our Performance Management Workgroup met today, had good discussion, and is recommending a new performance evaluation form (see attached) and instructions. (Dept Heads: These members of the Performance Management Workgroup were present: Heidi Lenk, Karla White, Tammy Miller, Molly Oestreich, Brenda Butterfield, Mike Dangers, Erin Melz, Dennis Thompson, Jessi Schultz, and Beth Haaken. These members were not able to attend: Scott Kellerman, Mike Quale, Tara Snyder, Liz Eddy.)</p> <p>We believe these improvements will streamline the work (making the process more simple and efficient for supervisors, staff, and HR), minimize the time it takes to complete each evaluation, eliminate redundancies, and improve the quality of feedback provided to staff.</p> <p>Changes are supported by a majority of the personnel committee and department heads (unanimous DH support so far at agenda deadline), noting the proposed changes look straight forward, more efficient, and will allow for more flexibility.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to adopt the new performance evaluation form as proposed. In doing so, the former evaluation form and guidelines are hereby sunset.		
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.

Aitkin County - Draft 12/15/2021
Performance Evaluation Instructions for Supervisors

Performance management is an ongoing process of communication between a supervisor and an employee that occurs throughout the year, in support of accomplishing the strategic objectives of the organization. It ensures employees are given the resources they need to develop, the recognition they deserve to be motivated, and the accountability to know what is expected. Performance management ensures that teams are aligned on priorities and that the organization's values are reinforced in practice.

The supervisor is accountable for ensuring each employee has clearly defined performance expectations. The evaluation form is a tool to use in this process. As you prepare to complete the evaluation form, begin with a review of the employee's job description and the county's mission, vision and core values. They are the foundation on which we build; the mission speaks to what we do, the vision speaks to where we're heading and the values reinforce how we work. These foundational pieces, together with department-specific mission, vision and values, help to align individual roles with organizational priorities.

Supervisor's Responsibilities

- Communicate and clarify major job duties, priorities and expectations at the beginning of the calendar year or when a new employee joins the department.
- Discuss performance statements contained on the evaluation form.
- Monitor ongoing performance through observation and discussion.
- Document performance examples throughout the year, identifying successes and opportunities for growth.
- Be direct. Provide continuous coaching and constructive feedback in a timely manner throughout the year. Correct unsatisfactory performance and reinforce effective performance.
- Help employees develop skills and abilities for improved performance.
- Provide necessary resources and information to ensure accomplishment of individual goals and performance criteria.

Training Resources for Supervisors

Human Resources staff is available to provide consultation with supervisors who are preparing evaluation forms, as well as assistance with preparing individual Performance Improvement Plans (PIP). Training on all aspects of Performance Management is available upon request. Many [online training](#) sessions are available on the intranet. The book FYI, For Your Improvement— *A Guide for Development and Coaching*, by Michael M. Lombardo and Robert W. Eichinger is another resource recommended for supervisors.

Performance Evaluation Cycle

Aitkin County's performance evaluation cycle aligns with the calendar year, January 1 – December 31. The typical timeline is outlined below.

- On or about January 1st, self-evaluation forms are distributed by HR to employees. Ten calendar days later, completed self-evaluation forms are returned by employees to supervisors.
- Supervisors can access the evaluation form on the intranet at any time and will schedule 1:1 meetings with staff to discuss performance evaluation ratings.
- The employee may provide comments on the evaluation form or by attaching a separate sheet to the evaluation form.
- By March 31, signed evaluation forms are submitted by the supervisor to HR for retention in the employee's personnel file.

Performance evaluations contain private data pursuant to the MN Government Data Practices Act and will not be shared across departments unless the employee is assigned to work in more than one department.

Aitkin County**Performance Evaluation Form** Probationary Evaluation Annual Evaluation, Year Ending **2021**

Employee Name	
Position Title	
Evaluation Completed By Supervisor [insert name]	

Directions: This form should be completed near the end of the probationary period, and annually thereafter. Annual evaluation forms are due to HR by March 31st.

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

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

CORE VALUES: We achieve outstanding customer service through these core values: Collaboration, Innovation, Integrity, Being People-Focused, and Professionalism

The employee's performance and rate of development is best described by the following statement:

Check one:

- Present level of performance or rate of development is fully satisfactory.
- Generally adequate level of performance or rate of development, but needs special emphasis in one or two areas as discussed below.
- Must improve level of performance or rate of development and make more rapid progress if adequate level of performance is to be attained. See attached performance improvement plan (PIP). [Supervisor, consult with HR.]
- Performance or rate of development is unsatisfactory. [Supervisor, consult with HR.]

If the evaluation results in a rating of *needs improvement* or *unsatisfactory*, the supervisor shall consult with HR prior to meeting with the employee. The supervisor is responsible for final decision on ratings and comments. Employees are entitled to submit written rebuttal to HR related to any rating or comment they disagree with, within 14 days of the supervisor finalizing the evaluation.

Evaluator comments:

1. In what ways does the employee foster an environment that supports Aitkin County's Vision, Mission, and/or Core Values?
2. Discuss the employee's performance/leadership strengths and areas for improvement. Refer to the job description when completing this section. Examples include, but are not limited to, job knowledge, attention to detail, time management, customer service, teamwork, efficiency, accuracy, adaptability, interpersonal skills, communication, writing, accepting feedback, organization, etc.
3. List goals or achievements for the coming year.

Employee comments:

My professional license (if applicable) and MN driver's license is valid. _____ Initial

Signatures:

Evaluator	Date
Employee	Date
Department Head	Date

Aitkin County
Employee Self-Evaluation Form for Year Ending _____

Employee Name	
Department	
Position Title	

Directions: Complete this form and return it to your immediate supervisor within 10 calendar days.

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

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

CORE VALUES: We achieve outstanding customer service through these core values: Collaboration, Innovation, Integrity, Being People-Focused, and Professionalism

1. In what ways do you foster an environment that supports Aitkin County's Vision, Mission, and/or Core Values?

2. Discuss your job performance/leadership strengths and areas for improvement.

3. What are your goals for the coming year or what accomplishments do you hope to achieve?



Board of County Commissioners Agenda Request

21

Agenda Item #

Requested Meeting Date: 12/21/2021

Title of Item: Personnel Policy Updates

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Bobbie Danielson		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: Consent (vac)
Summary of Issue: <p>The personnel policy is updated on a periodic basis. The following changes are recommended:</p> <p>Extend the early retirement health insurance incentive through 12/31/2024 (to align consistently with negotiated Agreements). This continues to be a cost-effective incentive for the employer.</p> <p>Minor updates to the Performance Management section to reflect use of the new Aitkin County performance evaluation form. (e.g. evaluation form, instead of appraisal form, no substantive change)</p> <p>Update one sentence in the discipline section: All disciplinary action up to written reprimand of personnel under the department head's authority, [new... or as otherwise directed by the County Administrator]. (For example, on rare occasion the department head and HR Director may be requested by the Administrator to administer a suspension or termination notice if the Administrator is unavailable or out of the office. It provides most timely notification to the employee and union. This follows a long-standing practice, is done in close communication with the Administrator, and leadership staff are well trained to perform this task when it is necessary.)</p>		
Alternatives, Options, Effects on Others/Comments: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
Recommended Action/Motion: Motion to adopt the personnel policy updates as described above, effective December 28, 2021.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2J
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Designate Unorg Township Polling Place

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

By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution a polling place for each election precinct. The polling places designated in the resolution are the polling places for the following calendar year.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve the attached resolution.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

By Commissioner: xx

20211221-xxx

Designating Annual Polling Place (Mail Balloting)

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;

WHEREAS, Minn. Stat. § 204B.16 requires the county board to designate its local polling place for elections annually;

WHEREAS, the Unorganized Townships located within AITKIN County, Minnesota adopted mail balloting as provided under Minn. Stat. § 204B.45 for

State, Federal, Town elections.

NOW, THEREFORE, BE IT RESOLVED, that are required by Minn. Stat. § 204B.45, the county board of Aitkin County, Minnesota does hereby designate:

Aitkin County Government Center
307 2nd Street NW, Room 121
Aitkin, Minnesota in Aitkin County

As its polling place for all town, state and federal elections in 2022.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Resolution for CPL Grant

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

Submitted by: Dennis Thompson	Department: Land
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Presenter (Name and Title): Dennis Thompson, Interim Land Commissioner	Estimated Time Needed: 10 minutes
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Summary of Issue:

Aitkin County Land Department would like to utilize funds from the Conservation Partners Legacy (CPL) Grant program to purchase a property that is land-locked in an important management zone within the county. The landowner is not interested in a land exchange. The Land Department would furnish the required 10% match of non-state funds or in-kind resources. Owning the property will simplify management and alleviate access issues. The CPL Grant program is administered by the Minnesota DNR.

In April, the County Board adopted a resolution to support an application for Expedited Conservation Projects (ECP) grant funds to purchase this property. It was later realized that the proper funding source for this type of purchase would be a Conservation Partners Legacy grant. An application for ECP funds was never submitted.

Alternatives, Options, Effects on Others/Comments:

A deny of the resolution will result in land-locked properties remaining in private ownership. Access and boundary issues would remain. Land management would be fragmented due to mixed ownership.

Recommended Action/Motion:

Adopt resolution

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 3,600 (In-kind and/or cash match)

Is this budgeted? Yes No *Please Explain:*

Funds from Memorial Forests. MS 459.06 Subdivision 2 - Development of dedicated forest.
Match approximately \$600 In-kind and \$3,000 Cash

By Commissioner: xx

20211221-xxx

Conservation Partners Legacy (CPL) Grant

WHEREAS, the Aitkin County Board of Commissioners supports the grant application made to the Minnesota Department of Natural Resources for the Conservation Partners Legacy Grant Program. The application is to acquire an important landlocked property, and

WHEREAS, the Aitkin County Board of Commissioners adopted Road Easement Policy (080106-112) where it states, "... there are instances involving property in remote areas adjacent to large blocks of Aitkin County tax forfeited lands, the County may consider purchase of a remote land locked property if an easement is not deemed advisable and an exchange is not desirable to the landowner," and

WHEREAS, Aitkin County has the financial capability to meet the 10% match of non-state funds or in-kind resources.

THEREFORE, BE IT RESOLVED, IF Aitkin County is awarded the grant by the Minnesota Department of Natural Resources, Aitkin County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced acquisition. Aitkin County will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement.

BE IT FURTHER RESOLVED, that the Aitkin County Interim Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Adopt resolution for the updated Strategic Plan and updated Tactical Plan

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Interim Land Commissioner		Estimated Time Needed: 10 minutes
Summary of Issue: <p>The ACLD Long Range Strategic Plan is scheduled to be updated every 10 years. The update is complete and has gone through the public comment period.</p> <p>The ACLD Tactical Plan is scheduled to be updated every 5 years. The update is complete and has gone through the public comment period.</p>		
Alternatives, Options, Effects on Others/Comments: NA		
Recommended Action/Motion: Pass the resolutions adopting the updated Strategic Plan and updated Tactical Plan.		
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>		

By Commissioner: xx

20211221-xxx

Aitkin County Long Range Strategic Plan Update

WHEREAS, the Long-Range Strategic Plan is a 100-year plan first adopted in 2001 and scheduled to be updated every ten years, and

WHEREAS, the management of tax-forfeited county land is guided by the Long-Range Strategic Plan, and

WHEREAS, public input and input from the Natural Resources Advisory Committee was sought and incorporated into the plan update,

THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopt the updated Long-Range Strategic Plan.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator

By Commissioner: xx

20211221-xxx

Aitkin County Tactical Plan Update

WHEREAS, the first Tactical Plan was developed in 2012 and is scheduled to be updated every 5 years, and

WHEREAS, the Tactical Plan is a companion to the Strategic Plan, and

WHEREAS, the Tactical Plan provides the foresters with a list of forest stand to be examined for possible management during the next 5-year span, and

WHEREAS, public input and input from the Natural Resources Advisory Committee was sought and incorporated into the plan update,

THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopt the updated Tactical Plan.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4A

Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Property Tax Abatement Policy

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Mike Dangers	Department: County Assessor
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Presenter (Name and Title): Mike Dangers, County Assessor	Estimated Time Needed: 5 minutes
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Summary of Issue:

This item was presented at the November 23 Board meeting. The attached policy has minor changes from the version you saw at the last meeting. The form and content of the policy has been approved by the County Attorney.

It should be emphasized that this policy does not affect our current process of having the County Board consider all disaster abatements and economic development abatements.

A Commissioner asked a question regarding the approval of abatements at the last meeting. The question was similar to this: Does the County Board have the ability to approve or deny abatements that were previously denied by either the County Assessor or County Auditor? Minnesota Statute § 375.192 Subdivision 2 states in part "all applications must be approved by the county assessor,...and by the county auditor before consideration by the county board".

Please contact Mike with any questions.

Alternatives, Options, Effects on Others/Comments:

The Department of Revenue is recommending a written abatement policy but the County Board is not required to approve a written policy.

Recommended Action/Motion:

Approve the policy as drafted. This will help better ensure consistency in the administration of abatements.

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 Property Tax Abatement Policy

Aitkin County Auditor's Office
Aitkin County Assessor's Office
Last Revision Date: 12/1/2021
County Board Approval Date:
DRAFT

Policy Purpose: Abatements are granted to help ensure fairness and equity in the property tax system. They should only be used as a last resort to correct errors. Abatements are used sparingly since they can result in costly administrative expenses to county government and a loss in tax levy revenues.

Definitions: **Abatements** are actions made to reduce the property tax amount for a property due to a change in market value or classification after the Boards of Appeal and Equalization meetings have concluded. Abatements for taxes beyond the current taxes payable year may only be granted for **clerical errors** or **hardship** per Minnesota Statute § 375.192.

Clerical Errors have been defined by the Minnesota Department of Revenue as mistakes made by someone doing the work of a clerk such as the transposition of numbers, math errors, keypunch errors, and coding errors. Clerical errors do not include objective or subjective changes related to property valuation or classification.

Hardship is defined by the Aitkin County Board as any event or circumstance beyond the control of the applicant which precludes the applicant from filing for a reduction or an adjustment of the property tax in a timely manner. Examples of hardship include, but are not limited to, documented tragedy or casualty affecting the taxpayer or the taxpayer's full-time military service outside of the State.

Basic Procedure: Abatement applications are made in writing to the County Assessor on the Aitkin County Abatement Application Form. While all completed applications for abatement are considered, not all are approved. If the County Assessor approves the abatement, the County Auditor (or deputy) considers it. If the County Auditor (or deputy) approves the abatement, then the abatement is granted. The Aitkin County Board of Commissioners has delegated the responsibility and authority for final abatement approval to the County Auditor according to Minnesota Statute § 375.192 subdivision 4. If the abatement application is for penalties and interest, the County Treasurer and County Auditor (or deputy) have approval authority.

Situations Where Abatements May Not Be Granted:

- The abatement application is for taxes due in a taxes payable year greater than two years ago.
- The applicant has not made application for a program or classification on time. This includes tax exemption, homestead, seasonal restaurant on a lake, 2c

managed forest, green acres, marina, resort, homestead resort, or rural preserve.

- The tax reduction as a result of the abatement is less than \$50.
- The applicant did not receive notices or statements from the County. It is the owner's responsibility to pay their taxes even if they did not receive a statement.
- The applicant claims their property is overvalued without a documented error on the assessment records.
- The applicant's property sells for less than the estimated market value and the property is valued equally in comparison to similar property.
- The applicant has an appraisal performed by a licensed appraiser that purportedly shows the County's valuation is too high.
- A recreational vehicle did not display current license tabs at the time of assessment.
- A Tax Court petition is pending or unresolved.
- A Confession of Judgment has been signed by the taxpayer.
- The abatement involves a reduction of a special assessment unless it is accompanied by a written recommendation for approval by the governmental unit responsible for the original special assessment.
- Penalties and interest exist on late or delinquent property taxes and this is the sole reason for the abatement application.
- The omission of a parcel when making tax payments.
- A tax payment check was lost.

Situations Where Abatements **May** Be Granted (For Current Taxes Payable Year):

- Governmental organization acquired property.
- Incorrect acreage amount or front footage documented by a land survey or licensed land surveyor's opinion.
- Building was razed or destroyed without the knowledge of the County.
- Incorrect square footage or other units of a building documented by a physical inspection performed by the County.
- Mobile home or personal property ownership was incorrect due to owner/manager not providing County with correct data or due to staff error.
- Improvements that were assessed more than once in the same assessment year.
- Leases cancelled without the knowledge of the County.
- Computer data entry error such as transposing numbers.
- Computer calculation or program error such as incorrect calculation of a valuation exclusion.
- A hardship situation that prevents tax payment or valuation/classification appeals.

Situations Where Abatements **May** Be Granted (For Two Prior Payable Years):

- Computer data entry error such as transposing numbers.
- Computer calculation or program error such as incorrect calculation of a valuation exclusion.
- Improvements that were assessed more than once in the same assessment year due to a staff error.

General Information:

Any situation not specifically addressed in this policy, shall be considered on an individual basis with all facts necessary to make an equitable decision.

Abatement applications will not be approved if the property owner is delinquent on any property taxes in Aitkin County.

Abatements must not be used to change values to something other than market value as defined in Minnesota Statute § 272.03 subdivision 8.

This policy does not pertain to abatements for economic development purposes, mold damage or disaster abatements. Those are handled under a separate process.

There are no appeals available for denied abatements.

The County Assessor must give notice to the appropriate school district and municipality if the abatement results in a tax reduction over \$10,000.

Abatement copies are kept on file in the County Auditor's Office and the County Assessor's Office and retained according to the Aitkin County Records Retention Policy.

References to MN Statutes §§ 375.192; 274.13; 274.175; 273.01; 274.01.



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Property Tax Abatement Resolution

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Mike Dangers	Department: County Assessor
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Presenter (Name and Title): Mike Dangers, County Assessor	Estimated Time Needed: 5 minutes
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Summary of Issue:

The Minnesota Department of Revenue is asking counties around the State to approve property tax abatement policies. Aitkin County does not have a formal, written policy for abatements.

Under current practice, the Aitkin County Auditor has final abatement approval authority. This is in accordance with Minnesota Statutes § 375.192. While it is likely that the County Board formally delegated this authority to the Auditor in the past, we are currently unable to locate this documentation.

As a result, I am asking the Board to pass a resolution to formally delegate this authority to the County Auditor. A draft resolution is attached along with a copy of Minnesota Statutes § 375.192. By approving this resolution, current practices regarding abatement approval would continue. The form and content of the attached draft resolution has been approved by the County Attorney.

This resolution does not affect economic development abatements or disaster abatements.

Please contact Mike with any questions.

Alternatives, Options, Effects on Others/Comments:

The Board may choose to not approve this resolution. The Board has the power to retain final abatement authority at the county level.

Recommended Action/Motion:

Approve the draft resolution to continue the current practices.

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:*

375.192 REDUCTIONS OR ABATEMENTS OF VALUATION OR TAXES.

Subdivision 1. [Repealed, 1990 c 604 art 3 s 65]

Subd. 2. **Procedure, conditions.** Upon written application by the owner of any property, the county board may grant the reduction or abatement of estimated market valuation or taxes and of any costs, penalties, or interest on them as the board deems just and equitable and order the refund in whole or part of any taxes, costs, penalties, or interest which have been erroneously or unjustly paid. Except as provided in sections 469.1812 to 469.1815, no reduction or abatement may be granted on the basis of providing an incentive for economic development or redevelopment. Except as provided in section 375.194, the county board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board. The application must include the Social Security number of the applicant. The Social Security number is private data on individuals as defined by section 13.02, subdivision 12. All applications must be approved by the county assessor, or, if the property is located in a city of the first or second class having a city assessor, by the city assessor, and by the county auditor before consideration by the county board, except that the part of the application which is for the abatement of penalty or interest must be approved by the county treasurer and county auditor. Approval by the county or city assessor is not required for abatements of penalty or interest. No reduction, abatement, or refund of any special assessments made or levied by any municipality for local improvements shall be made unless it is also approved by the board of review or similar taxing authority of the municipality. On any reduction or abatement when the reduction of taxes, costs, penalties, and interest exceed \$10,000, the county board shall give notice within 20 days to the school board and the municipality in which the property is located. The notice must describe the property involved, the actual amount of the reduction being sought, and the reason for the reduction.

An appeal may not be taken to the Tax Court from any order of the county board made in the exercise of the discretionary authority granted in this section.

The county auditor shall notify the commissioner of revenue of all abatements resulting from the erroneous classification of real property, for tax purposes, as nonhomestead property. For the abatements relating to the current year's tax processed through June 30, the auditor shall notify the commissioner on or before July 31 of that same year of all abatement applications granted. For the abatements relating to the current year's tax processed after June 30 through the balance of the year, the auditor shall notify the commissioner on or before the following January 31 of all applications granted. The county auditor shall submit a form containing the Social Security number of the applicant and such other information the commissioner prescribes.

Subd. 3. **Homestead status.** Subject to the approval of the commissioner of revenue, the county board shall authorize the county auditor to grant the classification denied under section 272.115, subdivision 4, if a certificate of value has been filed with the county auditor. The county board shall not hear any requests under this subdivision after May 31 of the year in which the taxes are payable.

Subd. 4. **Delegation by county board.** Notwithstanding any law to the contrary, the county board may delegate to the county auditor any authority, power, or responsibility assigned to the county board in this section. If delegation is granted under this subdivision, the county board shall prescribe the conditions for the delegation and may revoke delegation without good cause or prior notice. If the county auditor holds

elective office, no delegation shall be made under this subdivision unless the county auditor concurs in the delegation.

History: 1949 c 76 s 1; 1949 c 485 s 1; 1963 c 591 s 1; Ex1967 c 32 art 8 s 4; 1973 c 582 s 3; 1977 c 423 art 4 s 3; 1980 c 607 art 3 s 8; 1Sp1981 c 1 art 8 s 17; 1984 c 629 s 2; 1986 c 444; 1988 c 719 art 5 s 84; art 6 s 16; 1989 c 277 art 2 s 58; 1989 c 329 art 13 s 20; 1990 c 604 art 3 s 38; 1991 c 291 art 12 s 21; 1992 c 511 art 2 s 34; art 4 s 22; 1993 c 375 art 5 s 31; 1995 c 264 art 3 s 26; 1996 c 471 art 3 s 36; 1997 c 231 art 2 s 32; 1999 c 243 art 13 s 19; 2014 c 275 art 1 s 107

By Commissioner: xx

20211221-xxx

Property Tax Abatement Resolution

Whereas, property tax abatements are necessary to corrects errors in the tax system, and

Whereas, these abatements are approved or denied in accordance with Minnesota Statutes § 375.192, and

Whereas, the County Board may choose to retain the authority for final abatement approval or the Board may delegate this authority to the County Auditor, and

Whereas, the County Auditor concurs in this delegation.

Now Therefore, Be it Resolved, the Aitkin County Board delegates authority to approve or deny property tax abatements to the Aitkin County Auditor in accordance with Minnesota Statutes § 375.192.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Approve motion to release Economic Development Communications RFP

<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: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Through the Economic Development Committee guidance and in conjunction with the Economic Development Strategic Plan, the Economic Development Coordinator is beginning work on the tourism and recreation recovery project by planning a marketing and communications strategy for Aitkin County. This marketing strategy includes a request for proposal from communications and marketing companies.</p> <p>Once approved, this RFP will be released to social and media outlets.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve motion to release the request for proposal.		
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.



AITKIN COUNTY ADMINISTRATION

Aitkin County Government Center
307 – 2nd Street NW, Rm. 316
Aitkin, MN 56431

Mark.jeffers@co.aitkin.mn.us
Phone: 218-927-7305
Cell: 218-513-6188

REQUEST FOR PROPOSALS FOR COMMUNICATION SERVICES RELATED TO AN ECONOMIC DEVELOPMENT TOURISM AND RECREATION MARKETING PLAN

Statement of Purpose

Aitkin County is requesting proposals for the purpose of selecting a qualified firm to serve as communications consultant for the Economic Development Tourism and Recreation Marketing Plan.

The purpose of the Economic Development Tourism and Recreation Marketing Plan is to develop a County marketing strategy to attract workforce, businesses and highlight the quality of life resources of the County.

Background Information

Aitkin County (pop. 15,886) is strategically located between the northern Minnesota urban centers of Brainerd, Grand Rapids and Duluth. Its largest industries are tourism, forest products and agriculture. Aitkin County has excellent public schools, well-developed transportation systems, and world class health care facilities.

Long famous for its recreational assets, it boasts an abundance of ATV, snowmobile and river trails, including the Axtell Technical Riding Area and ATV Park. Aitkin County is proud of its water destination lakes and rivers, including Mille Lacs Lake, one of Minnesota's most popular and prolific fishing destinations. The Mississippi River runs through the entire County, in fact, Aitkin County has more miles of the Mississippi than any other County in MN (103 miles).

<https://www.co.aitkin.mn.us/departments/economic-dev/economic-develop.html#gsc.tab=0>

Scope of Services and General Duties

The scope of this project is to produce an Economic Development Tourism and Recreation Marketing Plan that will establish and execute the County and partner organizations' vision and promote the County's resources of recreation, tourism and quality of life.

Elements of the Economic Development Tourism and Recreation Marketing Plan will include, but need not be limited to:

- County wide story promotion campaign
- Aitkin County story development
- Community communication plan for execution
- Branding creation and execution of our current tourism and recreation resources



- Branding creation and execution for workforce and business attraction
- Social media elements
- Communication timeline for execution

Proposal Form and Content

The proposal must, at a minimum, include the following:

Scope of Work Defined

The firms should present their understanding of the requirements of the project and present a task-by-task description of the work to be accomplished. Do not simply restate the scope of services.

Timeline

The firms are required to include a timeline for the project which will contain the approximate dates that portions of the project will commence and conclude.

Resumes

Identify person(s) with key responsibilities who will be assigned to work on the project, describe their role and duties for the project. Include the firm's current or past connections to Aitkin County.

Experience

Discuss demonstrated experience of the firm and the project team with projects of similar scope and magnitude as this project. Experience must be related to projects completed within the past five years.

Time and Budget Constraints

Demonstrate the ability of the firm to manage the project in a timely and cost effective manner. Although a specific deadline for the process has not been established it is the objective of Aitkin County to complete the update as soon as it may be practical to do so.

References

List of references relating to the projects completed for local governments over the last five years, with comparable characteristics to the project proposed by Aitkin County.

Fees

The proposal shall contain an overall anticipated cost for the project, understanding the preliminary budget is expected not to exceed \$40,000.



General Information

The firms shall submit proposals electronically to mark.jeffers@co.aitkin.mn.us and four (4) hard copies to:

Mark Jeffers
Economic Development
Aitkin County Government Center
307 – 2nd Street NW, Rm. 316
Aitkin, MN 56431

Closing Submission Date

Proposals must be submitted no later than 4:00 p.m. on XXXXXX

Inquiries

Inquiries concerning this RFP should be directed to Mark Jeffers, Economic Development Coordinator Aitkin County, mark.jeffers@co.aitkin.mn.us

Conditions of Proposal

All cost incurred in the preparation of a proposal responding to this RFP will be the responsibility of the submitter and will not be reimbursed by Aitkin County.

Right to reject

Aitkin County reserves the right to reject any and all proposals received in response to this RFP.

Notification of Award

The decision of selecting successful consulting firm(s) to participate in interviews will be made within two-three weeks from the closing date of the receipt of proposals.

Schedule of Events

Aitkin County has developed the schedule of events below for selection process—the schedule is subject to change.

Request for Proposal release:

Deadline for Receipt of Proposals:

Proposal Review:

Interview(s) with Economic Development Committee



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Award Internet Service Provider- CARE-21-0011-O-FY21

<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: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Aitkin County has been awarded the Community Development Block Grant for Broadband Development. Aitkin County has been awarded \$4,823,654 from the State of Minnesota, acting through the Department of Employment and Economic Development, Business and Community Development Division.</p> <p>As required, Aitkin County requested proposals for local Internet Service Provider management services for the purpose of collaborating, managing and executing the broadband project, CARE-21-0011-0-FY21. Mille Lacs Energy Cooperative submitted a proposal for this project.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution to award Mille Lacs Energy Cooperative as the management service Internet Provider for CDBG-CV CARE-21-0011-0-FY21.		
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.

Award Internet Service Provider- CARE-21-0011-O-FY21

WHEREAS, Aitkin County published an RFP for local ISP management services for the purpose of collaboration, managing and executing the broadband project CARE-21-0011-0-FY21, AND

WHEREAS, bids were due on September 10, 2021 AND

WHEREAS, Mille Lacs Energy Cooperative was the sole bidder for CARE-21-0011-0-FY21.

NOW, THEREFORE, BE IT RESOLVED, that Mille Lacs Energy Cooperative will be awarded the broadband project CARE-21-0011-0-FY21.

Commissioner XXXXX 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 21st day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Adopt Resolution - 2022 Commissioner Salaries

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: A draft resolution is attached setting the 2022 Commissioner salaries at \$34,715.20. The Budget Committee has discussed and recommends approval.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommendation to adopt resolution - 2022 Commissioner Salaries		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner:

2022 Commissioner Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2022 County Commissioner's salary at \$34,715.20. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Adopt Resolution - 2022 Elected Officials Salaries

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: A draft resolution is attached setting the 2022 Elected Officials Salaries. The Budget Committee has discussed and recommends approval of the same pattern settlement for Department Heads.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Recommendation to adopt resolution - 2022 Elected Officials Salaries		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner:

2022 Elected Officials Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2022 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$103,630.53
County Treasurer, Lori Grams	\$ 89,016.97
County Recorder, Michael Moriarty	\$ 79,948.06
County Sheriff, Daniel Guida	\$110,761.56
County Attorney, Jim Ratz	\$139,781.60

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021



Board of County Commissioners Agenda Request

6C
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Approve 5-Year Capital Improvement Plan

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

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title):	Estimated Time Needed:
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Summary of Issue:

Attached is the 2022-2026 5-Year Capital Improvement Plan sorted by department and by category. The plan has been previously reviewed with the Board, Facilities Committee, and Budget Committee.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommendation to approve the 2022-2026 5-Year 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: 2022 - 2026

		2022	2023	2024	2025	2026	5 Yr. Total	FUTURE CAPITAL NEEDS
Assessor								
	Transportation							
	Appraiser Vehicle		18,000				18,000	
Auditor								
	Equipment							
	Poll Pads		42,000				42,000	
	Ballot Counter & Central Count	10,000	10,000	10,000	10,000	10,000	50,000	50,000
Buildings & Facilities								
	Buildings							
	Courthouse Front Steps /IT Window Repair	30,000					30,000	
	Fuel Tank Removal	40,000					40,000	
	Motor Pool Garages (2) - Replace						-	400,000
	Replace Rubber Roof (7500 sf) - Judicial Center						-	120,000
	Sidewalk Replacement			10,000			10,000	
	Government Center HVAC Controls Update					10,000	10,000	
	Window Replacement - Judicial Center						-	130,000
	Equipment							
	Lawn Mower Replacement			10,000			10,000	
Environmental Services								
	Transportation							
	Auto - Planning & Zoning	17,500		18,500		19,500	55,500	
Health & Human Services								
	Buildings							
	HHS Building Remodel		2,000,000				2,000,000	
Human Resources								
	Tech							
	HRIS Software		75,000	75,000	75,000	75,000	300,000	
IT								
	Tech							
	AD Server x 2 - DC1 & DC2					20,000	20,000	
	GIS Servers - Web & DB Sequel Server	20,000					20,000	
	Highway Server	9,000			10,000		19,000	
	Server - Coatty					10,000	10,000	
	Server - Image					10,000	10,000	
	Server - Tiamat				10,000		10,000	
	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)		15,000	25,000			40,000	
Land (LLCC)								
	Buildings							
	Roof Replacement, Fence				25,600	27,000	52,600	
	LLCC School House Roof	20,000					20,000	
	LLCC Dry Storage Door/Frame Replacement	5,200					5,200	
	LLCC Siding Replacement/Repair						-	
	LLCC North Star Lodge Beams						-	
	LLCC LED Lighting Conversion						-	
	LLCC Repair Paved Paths						-	
	Equipment							
	ATV	6,300		6,700		7,000	20,000	
	Snowmobile	8,900			9,000	9,200	27,100	
	Survey Equipment	25,200	5,000				30,200	
	Trailers		7,000				7,000	
	Groomer	26,000					26,000	
	Bobcat				58,000		58,000	
	LLCC Fire Suppression Pump/Panel	80,000					80,000	
	Transportation							
	4x4 Pickups	60,000	76,000	80,000	84,000	88,000	388,000	
Motor Pool								
	Transportation							
	Replacement Vehicles (2/yr.)		50,000	50,000	50,000	50,000	200,000	
Roads & Bridges								
	Buildings							
	Aitkin Fuel Tank Replacement						-	
	McGrath Fuel Tank Replacement		40,000				40,000	
	Palisade Cold Storage Building	50,000	20,000				70,000	
	Swatara Shop Heating System Modification						-	
	McGregor Fuel Tank Replacement		40,000				40,000	
	Palisade Fuel Tank Replacement	40,000					40,000	
	Aitkin Gate Improvements						-	
	Aitkin Area Maint Facility: Shop Addition			100,000	100,000	100,000	300,000	
	Equipment							
	Unit #019: 2006 Roscoe SweepPro						-	
	Unit #029: 1991 Felling Trailer						-	
	Unit #032 - Felling Trailer						-	
	Unit #034: Towmaster Trailer			32,000			32,000	
	Unit #066: 2003 Honda Water Pump						-	

	Unit #126: 2000 Ford Single Axle	22,000					22,000
	Unit #127: 2000 Ford Axle Dump Truck						-
	Unit #128: 2001 Sterling LT9511	127,000					127,000
	Unit #131: 2001 Sterling LT9511	217,000					217,000
	Unit #136: International Tandem Axle Dump Truck				195,000	35,000	230,000
	Unit #137: 2012 International Tandem			195,000	35,000		230,000
	Unit #200: Capterpillar 120M Motor Grader						-
	Unit #211: Cat Motor Grader		135,000	95,000			230,000
	Unit #212: Cat 140G Motor Grader						-
	Unit #300: 2011 Terex Brush Machine		80,000				80,000
	Unit #304 - Ulrich Shoulder Mach						-
	Unit #350: John Deer Tractor/Mower	40,000	50,000				90,000
	Unit #370: Cat 312 Excavator						-
	Unit #389: Ford Loader/Backhoe			50,000			50,000
	Unit #391: Cat 938F Loader						-
	Unit #394: 2002 John Deere Tractor Mower						-
	Unit #498: Water Tanker Trailer						-
	Unit #499: Red River Belly Dump	22,000					22,000
	Unit #500: Ranco Belly Dump						-
	Unit #501: Red River Belly Dump						-
	Unit #732: Leica Total Station						-
	Unit #801: Hydraulic Hoist						-
	Unit #810: 2009 Husqvarna Zero Turn Mower						-
	Unit #138: 2012 International Tandem				230,000		230,000
	Unit #135: 2012 International Tandem					230,000	230,000
	Unit #139: 2016 Mack GU 713					220,000	220,000
	Mastic Patch Trailer	70,000					70,000
	Chassis only Tandem Truck	52,000					52,000
Tech							
	Unit #644: Computer Maintenance Foreman						-
	Unit #786: Engineering Tech Desktop Computers - 4	7,000					7,000
	Unit #787: Engineering Tech Laptops - 4				7,000		7,000
	Unit #653: Computer						-
	Unit #657: Computer						-
	Unit #658: Computer						-
	Unit #659: Computer						-
	Unit #660: Computer						-
Transportation							
	Unit #448: 2004 Ford F-150 4x4						-
	Unit #453 2008 Ford F-250 (with lift)	40,000					40,000
	Unit #454: 2008 Ford F-150		28,000				28,000
	Unit #456: 2008 Ford F-350 Flatbed	40,000					40,000
	Unit #458: 2010 Ford F150 CrewCab				30,000		30,000
	Unit #460: 2011 Ford F-350 SD			45,000			45,000
	Unit #462: Chevy 2500		28,000				28,000
	Unit #464: 2008 Ford F-150 Ext Cab			29,000			29,000
	Unit #467: 2007 Ford F-150 4x4 Styleside						-
	Unit #468: 2007 Ford F150		28,000				28,000
	Unit #469: 2005 Ford F150						-
	Unit #470: 2006 GMC 1500						-
	Unit #472: 2018 Ford F-250 SuperDuty			34,000			34,000
	Unit #473: 2018 Ford F-250 SuperDuty			34,000			34,000
	Unit# 465: 2012 Chevy Mechanic Truck						-
	Unit #459: 2010 Ford F150				30,000		30,000
	Unit #471: Sign Truck 2017 Ford F-450 Super Duty					50,000	50,000
Sheriff's Department							
Buildings							
	Dispatch Air Conditioning		9,000				9,000
	Remodel/Expansion						-
	Chiller Replacement						-
	Water Heater Replacement						-
	Boiler Replacement						-
	Jail Controls Replacement						-
	Elevator Upgrade						-
	Window Replacement						-
	1st Floor Office/Dispatch Remodel						-
	2nd Floor Cell Remodel						-
	Led Light Conversion						-
	Architect Fees		100,000				100,000
	Roof Replacement						0
Communications							
	Radio Fleet Upgrade - Enforcement	35,000	35,000	35,000	35,000	35,000	175,000
	Radio Fleet Upgrade - Jail	54,000	-				54,000
Equipment							
	ATV	-	-	7,000			7,000
	Jail Cameras						-
	Tazers	5,000					5,000
	Squad Cameras/Body Cameras	25,000		25,000			50,000
	Radars						-
Tech							
	Computers	22,000			35,000		57,000
Transportation							

Sheriff's Department	Transportation	Annual Squad Car	160,000	165,000	170,000	175,000	180,000	850,000	
		STS Van						-	

AITKIN COUNTY -- CIP SUMMARY: 2022 - 2026 (By Category)

	DESCRIPTION	Values					5-YR Total	FUTURE CAPITAL NEEDS
		2022	2023	2024	2025	2026		
Equipment		592,400	473,000	430,700	537,000	511,200	2,544,300	50,000
Auditor								
	Poll Pads	-	42,000	-	-	-	42,000	-
	Ballot Counter & Central Count	10,000	10,000	10,000	10,000	10,000	50,000	50,000
Buildings & Facilities								
	Lawn Mower Replacement	-	-	10,000	-	-	10,000	-
Roads & Bridges								
	Unit #032 - Felling Trailer	-	-	-	-	-	-	-
	Unit #126: 2000 Ford Single Axle	22,000	-	-	-	-	22,000	-
	Unit #128: 2001 Sterling LT9511	127,000	-	-	-	-	127,000	-
	Unit #131: 2001 Sterling LT9511	217,000	-	-	-	-	217,000	-
	Unit #212: Cat 140G Motor Grader	-	-	-	-	-	-	-
	Unit #304 - Ulrich Shoulder Mach	-	-	-	-	-	-	-
	Unit #350: John Deere Tractor/Mower	40,000	50,000	-	-	-	90,000	-
	Unit #370: Cat 312 Excavator	-	-	-	-	-	-	-
	Unit #389: Ford Loader/Backhoe	-	-	50,000	-	-	50,000	-
	Unit #391: Cat 938F Loader	-	-	-	-	-	-	-
	Unit #500: Ranco Belly Dump	-	-	-	-	-	-	-
	Unit #127: 2000 Ford Axle Dump Truck	-	-	-	-	-	-	-
	Unit #136: International Tandem Axle Dump Truck	-	-	-	195,000	35,000	230,000	-
	Unit #019: 2006 Roscoe SweepPro	-	-	-	-	-	-	-
	Unit #066: 2003 Honda Water Pump	-	-	-	-	-	-	-
	Unit #300: 2011 Terex Brush Machine	-	80,000	-	-	-	80,000	-
	Unit #211: Cat Motor Grader	-	135,000	95,000	-	-	230,000	-
	Unit #810: 2009 Husqvarna Zero Turn Mower	-	-	-	-	-	-	-
	Unit #394: 2002 John Deere Tractor Mower	-	-	-	-	-	-	-
	Unit #029: 1991 Felling Trailer	-	-	-	-	-	-	-
	Unit #732: Leica Total Station	-	-	-	-	-	-	-
	Unit #499: Red River Belly Dump	-	22,000	-	-	-	22,000	-
	Unit #501: Red River Belly Dump	-	-	-	-	-	-	-
	Unit #137: 2012 International Tandem	-	-	195,000	35,000	-	230,000	-
	Unit #498: Water Tanker Trailer	-	-	-	-	-	-	-
	Unit #200: Capterpillar 120M Motor Grader	-	-	-	-	-	-	-
	Unit #801: Hydraulic Hoist	-	-	-	-	-	-	-
	Unit #034: Towmaster Trailer	-	-	32,000	-	-	32,000	-
	Unit #138: 2012 International Tandem	-	-	-	230,000	-	230,000	-
	Unit #135: 2012 International Tandem	-	-	-	-	230,000	230,000	-
	Unit #139: 2016 Mack GU 713	-	-	-	-	220,000	220,000	-
	Mastic Patch Trailer	-	70,000	-	-	-	70,000	-
	Chassis only Tandem Truck	-	52,000	-	-	-	52,000	-
Land (LLCC)								
	ATV	6,300	-	6,700	-	7,000	20,000	-
	Survey Equipment	25,200	5,000	-	-	-	30,200	-
	Snowmobile	8,900	-	-	9,000	9,200	27,100	-
	Trailers	-	7,000	-	-	-	7,000	-
	Groomer	26,000	-	-	-	-	26,000	-
	Bobcat	-	-	-	58,000	-	58,000	-
	LLCC Fire Suppression Pump/Panel	80,000	-	-	-	-	80,000	-
Sheriff's Department								
	ATV	-	-	7,000	-	-	7,000	-
	Jail Cameras	-	-	-	-	-	-	-
	Tazers	5,000	-	-	-	-	5,000	-
	Squad Cameras/Body Cameras	25,000	-	25,000	-	-	50,000	-
	Radars	-	-	-	-	-	-	-
Transportation		317,500	393,000	460,500	369,000	387,500	1,927,500	-
Assessor								
	Appraiser Vehicle	-	18,000	-	-	-	18,000	-
Roads & Bridges								
	Unit #448: 2004 Ford F-150 4x4	-	-	-	-	-	-	-
	Unit #453 2008 Ford F-250 (with lift)	40,000	-	-	-	-	40,000	-
	Unit #454: 2008 Ford F-150	-	28,000	-	-	-	28,000	-
	Unit #456: 2008 Ford F-350 Flatbed	40,000	-	-	-	-	40,000	-
	Unit# 465: 2012 Chevy Mechanic Truck	-	-	-	-	-	-	-
	Unit #467: 2007 Ford F-150 4x4 Styleside	-	-	-	-	-	-	-
	Unit #462: Chevy 2500	-	28,000	-	-	-	28,000	-
	Unit #468: 2007 Ford F150	-	28,000	-	-	-	28,000	-
	Unit #469: 2005 Ford F150	-	-	-	-	-	-	-
	Unit #470: 2006 GMC 1500	-	-	-	-	-	-	-
	Unit #458: 2010 Ford F150 CrewCab	-	-	-	30,000	-	30,000	-
	Unit #473: 2018 Ford F-250 SuperDuty	-	-	34,000	-	-	34,000	-
	Unit #460: 2011 Ford F-350 SD	-	-	45,000	-	-	45,000	-
	Unit #464: 2008 Ford F-150 Ext Cab	-	-	29,000	-	-	29,000	-
	Unit #472: 2018 Ford F-250 SuperDuty	-	-	34,000	-	-	34,000	-
	Unit #459: 2010 Ford F150	-	-	-	30,000	-	30,000	-
	Unit #471: Sign Truck 2017 Ford F-450 Super Duty	-	-	-	-	50,000	50,000	-
Environmental Services								
	Auto - Planning & Zoning	17,500	-	18,500	-	19,500	55,500	-
Land (LLCC)								
	4x4 Pickups	60,000	76,000	80,000	84,000	88,000	388,000	-
Motor Pool								
	Replacement Vehicles (2/yr.)	-	50,000	50,000	50,000	50,000	200,000	-

AITKIN COUNTY -- CIP SUMMARY: 2022 - 2026 (By Category)

		Values							
Transportation	Sheriff's Department								
	Annual Squad Car	160,000	165,000	170,000	175,000	180,000	850,000	-	
	STS Van	-	-	-	-	-	-	-	
Buildings		185,200	2,209,000	110,000	125,600	137,000	2,766,800	6,750,000	
	Buildings & Facilities								
	Courthouse Front Steps /IT Window Repair	30,000	-	-	-	-	30,000	-	
	Motor Pool Garages (2) - Replace	-	-	-	-	-	-	400,000	
	Fuel Tank Removal	40,000	-	-	-	-	40,000	-	
	Replace Rubber Roof (7500 sf) - Judicial Center	-	-	-	-	-	-	120,000	
	Sidewalk Replacement	-	-	10,000	-	-	10,000	-	
	Government Center HVAC Controls Update	-	-	-	-	10,000	10,000	-	
	Window Replacement - Judicial Center	-	-	-	-	-	-	130,000	
	Roads & Bridges								
	Aitkin Fuel Tank Replacement	-	-	-	-	-	-	-	
	Palisade Cold Storage Building	50,000	20,000	-	-	-	70,000	-	
	Swatara Shop Heating System Modification	-	-	-	-	-	-	-	
	McGrath Fuel Tank Replacement	-	40,000	-	-	-	40,000	-	
	McGregor Fuel Tank Replacement	-	40,000	-	-	-	40,000	-	
	Palisade Fuel Tank Replacement	40,000	-	-	-	-	40,000	-	
	Aitkin Gate Improvements	-	-	-	-	-	-	-	
	Aitkin Area Maint Facility: Shop Addition	-	-	100,000	100,000	100,000	300,000	-	
	Health & Human Services								
	HHS Building Remodel	-	2,000,000	-	-	-	2,000,000	-	
	Land (LLCC)								
	Roof Replacement, Fence	-	-	-	25,600	27,000	52,600	-	
	LLCC School House Roof	20,000	-	-	-	-	20,000	-	
	LLCC Dry Storage Door/Frame Replacement	5,200	-	-	-	-	5,200	-	
	LLCC Siding Replacement/Repair	-	-	-	-	-	-	-	
	LLCC North Star Lodge Beams	-	-	-	-	-	-	-	
	LLCC LED Lighting Conversion	-	-	-	-	-	-	-	
	LLCC Repair Paved Paths	-	-	-	-	-	-	-	
	Sheriff's Department								
	Dispatch Air Conditioning	-	9,000	-	-	-	9,000	-	
	Remodel/Expansion	-	-	-	-	-	-	6,100,000	
	Chiller Replacement	-	-	-	-	-	-	-	
	Water Heater Replacement	-	-	-	-	-	-	-	
	Boiler Replacement	-	-	-	-	-	-	-	
	Jail Controls Replacement	-	-	-	-	-	-	-	
	Elevator Upgrade	-	-	-	-	-	-	-	
	Window Replacement	-	-	-	-	-	-	-	
	1st Floor Office/Dispatch Remodel	-	-	-	-	-	-	-	
	2nd Floor Cell Remodel	-	-	-	-	-	-	-	
	Led Light Conversion	-	-	-	-	-	-	-	
	Architect Fees	-	100,000	-	-	-	100,000	-	
	Roof Replacement	-	-	-	-	-	-	-	
Tech		51,000	117,000	110,000	161,000	115,000	554,000	-	
	IT								
	AD Server x 2 - DC1 & DC2	-	-	-	-	20,000	20,000	-	
	Highway Server	9,000	-	-	10,000	-	19,000	-	
	Server - Coatty	-	-	-	-	10,000	10,000	-	
	Server - Image	-	-	-	-	10,000	10,000	-	
	GIS Servers - Web & DB Sequel Server	20,000	-	-	-	-	20,000	-	
	Server - Tiamat	-	-	-	10,000	-	10,000	-	
	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)	-	15,000	25,000	-	-	40,000	-	
	Roads & Bridges								
	Unit #644: Computer Maintenance Foreman	-	-	-	-	-	-	-	
	Unit #786: Engineering Tech Desktop Computers - 4	-	7,000	-	-	-	7,000	-	
	Unit #787: Engineering Tech Laptops - 4	-	-	-	7,000	-	7,000	-	
	Unit #653: Computer	-	-	-	-	-	-	-	
	Unit #657: Computer	-	-	-	-	-	-	-	
	Unit #658: Computer	-	-	-	-	-	-	-	
	Unit #659: Computer	-	-	-	-	-	-	-	
	Unit #660: Computer	-	-	-	-	-	-	-	
	Human Resources								
	HRIS Software	-	75,000	75,000	75,000	75,000	300,000	-	
	Sheriff's Department								
	Computers	22,000	-	-	35,000	-	57,000	-	
Communications		89,000	35,000	35,000	35,000	35,000	229,000	-	
	Sheriff's Department								
	Radio Fleet Upgrade - Enforcement	35,000	35,000	35,000	35,000	35,000	175,000	-	
	Radio Fleet Upgrade - Jail	54,000	-	-	-	-	54,000	-	



Board of County Commissioners Agenda Request

6D
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Adopt 2022 Budget, Levy, and Supporting Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 15 minutes
Summary of Issue: The Board is asked to adopt the following year-end resolutions: 1. 2022 Levy 2. 2022 Budgets 3. 2022 Non-Levy Budgets 4. 2022 Boat & Water Safety Agreement Budget 5. Fund Transfers - 2022 Budget 6. Fund Transfers to Support Survey/GIS 7. Unorganized Road & Bridge Transfers 8. 2022 Unorganized Townships 9. 2021 Ditch Fund Budgets 10. County Ditch and County Development Transfers 11. 2022 ECRL Levy 12. 2021 Reserve Funds 13. 2022 Appropriations 14. 2022 ACSW and Snake River Watershed Appropriations		
Alternatives, Options, Effects on Others/Comments: <div style="height: 100px;"></div>		
Recommended Action/Motion: Recommendation to adopt 2022 Budget, Levy, and Supporting Resolutions		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner:

2022 Levy

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2022 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$9,801,772
Road and Bridge Fund	\$2,536,691
Solid Waste	\$252,232
Health & Human Services Fund	\$2,684,304
County Parks	\$15,000
Debt Service	\$743,573
Total:	\$16,033,572

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
 COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December, 2021

By Commissioner:

2022 Budgets

BE IT RESOLVED, that the following 2022 budgets be set for the leviabale funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$15,416,313	\$475,800	\$15,892,113
Road and Bridge	\$10,104,821	\$0	\$10,104,821
Health & Human Service	\$6,941,033	\$429,860	\$7,370,893
Parks	\$610,100	\$24,129	\$634,229
Debt Service	\$743,573	(\$39,483)	\$704,090
Total:	\$33,815,840	\$890,306	\$34,706,146

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December, 2021

By Commissioner:

2022 Non-Levy Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2022.

Fund/Account	Revenues	Reserves	Expenditures
Law Library	\$30,000	\$0	\$30,000
TRUST (include FTS)	\$1,777,500	\$60,688	\$1,838,188
Resource Management	\$465,267	\$144,108	\$609,375
County Surveyor	\$494,894	\$8,911	\$503,805
Missing Heirs	\$0	\$0	\$0
MCIT	\$400	(\$400)	\$0
Collaborative Grant	\$70,500	\$0	\$70,500
Environmental Trust	\$13,600	\$0	\$13,600
LLCC	\$728,153	\$79,875	\$808,028

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

By Commissioner:

2022 Boat & Water Safety Agreement Budget

BE IT RESOLVED, the Aitkin County Board of Commissioners approves the 2022 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$159,023 for a term January 1, 2022 to December 31, 2022.

	REVENUE	Co. SHARE	EXPENDITURES
Misc. Revenue	\$ 100		
Boat & Water Grant	\$ 28,375		
Co. Share		\$ 130,548	
Total			\$ 159,023

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December, 2021

By Commissioner:

Fund Transfers – 2022 Budget

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the ConCon Trust, Unorganized Townships and County Ditch accounts to the County Road and Bridge fund. Monies to be transferred from the funds as given below. Purpose of these claims are to cover the expense of maintenance within ConCon Trust areas and Unorganized Townships with county equipment.

ConCon Trust	\$92,000 Aggregate Surfacing (exact amount based on R&B Claim)
ConCon Trust	\$12,500 Beaver Control (exact amount based on R&B Claim)
Unorganized Townships	\$140,000 Maintenance of Roads (exact amount based on R&B Claim)
ConCon Trust /County Ditches	\$15,000 Maintenance-County Ditches (exact amount based on R&B Claim)

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December, 2021

By Commissioner:

Fund Transfers to Support Survey/GIS

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfers of funds:

\$244,947 from Fund 10 ConCon Trust to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)
\$244,947 from Fund 11 Resource Development to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

By Commissioner:

Unorganized Road & Bridge Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorg Township	
52-22	\$7,806.20
45-24	\$9,683.05
47-24	\$23,746.34
52-24	\$6,529.50
50-25	\$9,527.04
52-25	\$42,256.50
50-26	\$876.25
48-27	\$75,679.94
49-27	\$34,650.36
50-27	\$575.00
51-27	\$1,387.50
52-27	\$7,319.80
51-25	\$4,752.85

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December 2021

By Commissioner:

2022 Unorganized Townships

BE IT RESOLVED, that the following 2022 budgets be set for Unorganized Townships:

	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$27,500		\$27,500
Unorganized Cemetery	\$2,700		\$2,700

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

By Commissioner:

2021 Ditch Fund Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2021:

Fund/Account	Fund/Acct	Revenues	Reserves	Expenditures
Judicial Ditch 2	7-350	\$.60		\$1320.00
Co Ditch 5	7-353	\$0		\$440.00
Co Ditch 21		\$0		\$677.00
Co Ditch 24		\$0		\$440.00
Co Ditch 28		\$0		\$498.00
Co Ditch 30	7-352	\$7		\$1320.00
Co Ditch 34		\$0		\$800.00
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$2640.00
St Ditch 63	7-362	\$0		\$0
St Ditch 66	7-363	\$0		\$0
Co Ditch 2	7-367	\$0		\$0
Diversion Channel		\$0		\$0
Co Ditch 23		\$0		\$440.00
Co Ditch 25	7-355	\$0		\$0
Co Ditch 42		\$0		\$1100.00
Co Ditch 58	7-361	\$0		\$0
Co Ditch 20		\$0		\$1243.00
Co Ditch 43	7-366	\$0		\$0
Co Ditch 29		\$0		\$190.00
Co Ditch 38		\$0		\$920.00
Co Ditch 14	7-369	\$0		\$0.00
Co Ditch 63	7-362	\$0		\$1275.00
St Ditch 88		\$0		\$2760.00
Co Ditch 13		\$0		\$660.00

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

By Commissioner:

County Ditch and County Development Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

Judicial Ditch 2	\$1320.00
County Ditch 5	\$77.50
County Ditch 20	\$143.00
County Ditch 30	\$1320.00
County Ditch 37	\$2640.00
County Ditch 63	\$20.78

BE IT FURTHER RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:

County Ditch 5	\$362.50
County Ditch 13	\$660.00
County Ditch 20	\$1099.65
County Ditch 21	\$676.20
County Ditch 23	\$440.00
County Ditch 24	\$440.00
County Ditch 28	\$497.47
County Ditch 34	\$800.00
County Ditch 38	\$920.00
County Ditch 42	\$1100.00
County Ditch 63	\$1254.22
State Ditch 88	\$2760.00
County Ditch 29	\$190.00
Mississippi River Diversion Channel	\$44477.18

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December 2021

By Commissioner:

2022 ECRL Levy

BE IT RESOLVED, that the amount of \$243,535 be budgeted and levied for the year 2022 for the East Central Regional Library.

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

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

ADOPTED December , 2021

By Commissioner:

2021 Reserve Funds

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following amounts be place in reserve funds for fiscal year end 2021:

2021 Reserve Requests

Department	Reserve Balance as of 11/2021	2021 Funds to Reserve	Balance for 2022	Project
Court Administration	41,151.60	30,000.00	71,151.60	Court Appointed Atty Services
Court Administration	3,000.00	5,000.00	8,000.00	Office Equipment
Treasurer	5,773.82	0.00	5,773.82	Scanner/Teller Pedestals
Auditor	0.00	3,000.00	3,000.00	Computers/Office Equipment
Central Services	10,009.51	0.00	10,009.51	Dude Solutions Installation/Training
Central Services	9,000.00	0.00	9,000.00	LEAN Trainer Training
Central Services	30,878.34	50,000.00	80,878.34	Scanning
IT	60,827.32	15,000.00	75,827.32	Network Equipment
IT	15,718.00	0.00	15,718.00	Staff Training
Administration	0.00	9,000.00	9,000.00	Attorney Services
HR	5,000.00	0.00	5,000.00	Staff Training
Election	150,000.00	50,000.00	200,000.00	Election Expenses
Attorney	10,000.00	0.00	10,000.00	Murder Trial Expenses
Maintenance	10,104.62	0.00	10,104.62	Facilities Planning
Maintenance	4,900.00	0.00	4,900.00	Cleaning Equip/Computer
Building	98,006.00	60,000.00	158,006.00	Courthouse Steps Repair
Veteran Service	1262.48	2427.98	3690.46	Donations for Vets
Sheriff	90,000.00	30,000.00	120,000.00	Buildings-Future Repairs
Sheriff	18,000.00	0.00	18,000.00	Portable Radios
Sheriff	71,200.00	120,000.00	191,200.00	Enforcement/Squad Cars
Sheriff	41,992.11	0.00	41,992.11	Aitkin Co. Search & Rescue
Sheriff	48,050.39	0.00	48,050.39	Technology Funds
Sheriff	10,000.00	0.00	10,000.00	Canine Replacement
Sheriff	4,000.00	4,000.00	8,000.00	Snowmobile Replacement
Sheriff	23,910.53	0.00	23,910.53	Forfeiture
STS	20,000.00	10,000.00	30,000.00	Van
Community Corrections	1,373.95	0.00	1,373.95	Baker Foundation Grant
Community Corrections	4,500.00	(4,500.00)	0.00	Computers
FPL/Environmental Services	17,500.00	0.00	17,500.00	Vehicle Replacement
HHS - Tracked in HHS	160,000.00	0.00	160,000.00	Bldg Renovations
Economic Development	2,000.00	1400.00	3,400.00	Walleye Tank Project
TOTAL	808,158.67	385,327.98	1,193,486.65	TOTAL
Econ Development from 16.952	263,492.61	0.00	263,492.61	

**Current reserve balances are requested to transfer to fiscal year 2022.

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

By Commissioner:

2022 Appropriations

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final appropriation and dues amounts payable in 2022.

Dues		
North Counties Land Use Coordinating Board (10-921.6240)	\$2,000	
MN Rural Counties Caucus (MRCC) (01-44.6844)	\$2,300	
Association of MN Counties (AMC) (01-44.6845)	\$11,042	
Arrowhead Counties (01-44.6846)	\$2,750	
Joint Counties Natural Resource Board (10-921.6240)	\$1,000	
Joint Powers		
East Central Regional Library (Dept 500-500.6801)	\$242,535	
Airport-McGregor (Dept 700-903.6801)	\$14,600	
Snake River Watershed (Dept 600-552.6836)	\$10,079	
Airport-Aitkin (Dept 700-903.6800)	\$20,000	
Mississippi Headwaters Board (Dept 600-552.6847)	\$1,500	
Appropriations		
Soil and Water (Dept 600-552.6801)	\$81,349	\$68,849 County Allocation \$7,700 LCWP \$4,800 Ag Inspector
C.A.R.E. (Dept 500-502.6848)	\$37,900	
Historical Society (Dept 500-501.6801)	\$19,000	
Historical Society Insurance (Dept 500)	\$4,050	
Ag Society (Dept 600-550.6801)	\$12,000	
Ag Society Capital Improvement (Dept 600-550.6843)	\$10,000	
Ag Society Insurance (Dept 600)	\$6,074	
ANGELS (01-044.6849)	\$3,631	
Support Within Reach (01-44.6847)	\$1,500	
Total Dues & Appropriations	\$483,310	

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this day of December, 2021

From: Becky Pizinger <Pizinger@mncounties.org>
Sent: Tuesday, October 12, 2021 2:19 PM
To: Jessica Seibert
Subject: AMC 2022 Dues Notice

[**NOTICE:** This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]



Association of Minnesota Counties

DATE: October 12, 2021
TO: Jessica Seibert, Administrator
FROM: Julie Ring, AMC Executive Director
RE: **2022 AMC Dues Notice - Aitkin County**

Thank you for your membership and participation in the Association of Minnesota Counties (AMC). We hope AMC has provided timely, relevant information and programs that helped you to respond to the challenges of this unusual year.

The AMC Board of Directors approved the 2022 AMC budget and dues last week. Our budget for 2022 includes return to normal operations, which includes budgeting for the expenses and revenues for in person conferences and events. The major area of investment continues to be staff salaries and benefits, with additional investments in trainings and resources for members. The board approved an inflationary increase in member dues to support these areas.

Aitkin County's 2022 AMC Dues will be \$11042.

You will receive your dues invoice in December as usual. This email notice is being sent to assist with your planning. For those of you who would like to continue to participate in the Human Resources Technical Assistance Program, the cost will remain at \$4,900 per county, and will be itemized separately on your dues invoice.

If you have any questions, please contact me anytime by cell phone at 651-247-9418 or ring@mncounties.org.

Sincerely,



Julie Ring, AMC Executive Director

Joint Counties Natural Resources Board

Aitkin ~ Beltrami ~ Clearwater ~ Koochiching ~ Lake of the Woods ~ Mahnomen ~ Marshall ~ Roseau

Meetings held at:
Beltrami County Conference Room
701 Minnesota Avenue, NW
Bemidji, MN 56601

www.jointcountiesnaturalresourcesboard.com

To: County Administrators, Auditors and Commissioners for Aitkin, Beltrami, Clearwater, Koochiching, Lake of the Woods, Mahnomen, Marshall, and Roseau

From: Joint Counties Natural Resources Board Wayne Skoe

Date: September 12, 2021

Subject: 2022 Funding Request for Joint Counties Natural Resources Board Membership

The Joint Counties Natural Resources Board's purpose is to gather information and formulate policies for the development, utilization, and protection of natural resources in northern Minnesota, and to ensure that there is an interrelated plan for the use and protection of both public and private resources.

The board meets every other month and continues to take steps to professionally grow the board by scheduling guests to speak about natural resource topics, addresses issues that directly affect membership counties and continues to keep our website updated to inform and encourage the participation of other counties and those interested in natural resources.

The request to each County has not changed in several years and again this year we are requesting counties allocate \$1000 for membership dues to the Joint Counties Natural Resources Board in their 2022 budget. The exception to this request is Clearwater and Mahnomen who are asked to allocate \$500. ***You will be billed in January 2022 for your dues.***

Thank you and we look forward to your continued participation.

RECEIVED

AUG 17 2021



Headquarters: 111 Dellwood Street North
Cambridge MN 55008
Phone (763) 689-7390 FAX (763) 645-
1447
www.ecrlib.org

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

August 12, 2021

County Administrators and Coordinators,

I request on behalf of the Board of East Central Regional Library that your County Board take action to approve the ECRL 2022 budget and notify me of the action as soon as it has been made. The Joint Powers Agreement (quoted later in this document) requires that two thirds of the counties (four of six) approve the budget before it is official. We need to verify our budget in time to accomplish sufficient planning before the new year begins.

The Board of Directors of East Central Regional Library approved the 2022 budget for the Library at its August 9 meeting. Two documents are attached to this E-mail.

1. 2022 Budget Request to Counties
2. ECRL 2022 Budget Summary

The county portion is apportioned according to the formula defined in the Joint Powers Agreement. According to the Joint Powers Agreement, Section II. 1: 1.

A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county. The total amount budgeted shall then be prorated in equitable shares among the member counties according to the following formula:

Tax capacity 1/3

Population 1/3

Borrower circulation, by county of residence 1/3

beginning with the 2011 budget. When two thirds of the current members have approved the budget, it shall be considered implemented by the East Central Regional Library Board. Should any member approve lower than its required share of the approved budget, library service to that member shall be reduced correspondingly, so as not to restrict development of library services in the remaining member counties. The method of said limitation shall be arrived at by consultation between members of the Joint Library

Board. Authorization of funds by member counties will at least meet the minimum state-federal requirements for securing available state-federal grants.

The 2022 ECRL budget has an increase of 4.96% over the 2021 budget. The past year has been one of tremendous change and challenge for everyone and this is especially true of the library. We have restructured branch operations in order to accommodate a flat budget for 2021. We have outsourced our delivery services due to staffing issues, moved Headquarters' operations and adjusted to the financial impacts of these significant changes. We continue to see declines in Regional Basic Support from the State due to formula shifts, without any increased funding from the State for this in over a decade. Over the course of the last several years, the ECRL Board has consciously spent down our fund balance and has begun scaling back on this practice as our reserve funds have been reduced. All of these challenges combined with the increasing demand for library services and rising costs, lead to this requested budget increase.

We are proud to be part of the infrastructure of each county, partnering to provide information and enhance the quality of life in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties.

I can be available to make a report to the Board and present the budget if you wish. Please contact me if you have questions or if I can provide additional information.

Thank you for your support of libraries for the residents of east central Minnesota.

A handwritten signature in cursive script that reads "Carla Lydon". The signature is fluid and includes a long, sweeping tail on the final letter.

Carla Lydon, Executive Director
Phone 763-392-0649 clydon@ecrlib.org



111 Dellwood Street North
 Cambridge, MN 55008
 (763) 689-7390
 (763) 689-1447 (fax)
 www.ecrlib.org

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

	A	B	C	D	E	F	G	H	I	J	K
1	2022 ECRL Budget Summary										
2		2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
3	Counties (Operations)	1,842,489	1,837,059	1,860,000	1,860,514	1,897,724	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150
4	Regional Basic Support (State)	769,282	839,419	839,420	862,188	862,188	853,957	881,408	879,899	877,022	869,597
5	Miscellaneous	216,500	212,000	210,088	235,300	192,500	157,500	157,500	184,500	199,200	184,700
6	Local Contracts	57,847	55,181	57,106	57,731	56,880	57,038	70,646	80,015	68,287	105,048
7	Transfer from previous year	20,000	20,000	69,119	54,282	124,423	241,474	150,000	100,000	100,000	75,000
8	Telecommunications	60,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	52,000	130,000
9	TOTAL INCOME:	2,966,118	3,026,640	3,100,733	3,134,995	3,197,695	3,308,825	3,373,753	3,435,609	3,421,711	3,591,485
10	Salaries and related expenses	2,065,160	2,119,923	2,186,876	2,196,338	2,247,065	2,370,286	2,427,634	2,444,686	2,411,385	2,451,439
11	Materials (Books, CDs, DVDs, etc.)	420,566	424,765	424,765	435,765	457,187	458,967	467,927	480,967	495,464	466,494
12	Vehicles (1 Outreach, 1 Staff, Delivery service)	33,000	32,000	30,000	30,000	22,500	22,500	21,500	21,700	21,700	69,000
13	Technical Services & library automation system	74,600	75,660	74,600	72,000	73,450	72,000	67,000	67,000	67,000	67,000
14	Headquarters building costs	56,592	54,392	54,392	54,392	54,392	54,392	56,392	65,956	74,067	139,067
15	Equipment & technology costs	12,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500
16	Supplies, photocopiers, printers	55,000	56,000	65,000	65,000	62,000	51,000	51,000	51,000	53,000	61,000
17	Administrative/Miscellaneous	114,700	106,700	106,000	122,300	121,900	125,600	128,100	141,600	149,365	146,000
18	Capital - Vehicles	18,000	5,000	15,000	15,000	15,000	10,000	10,000	10,000	10,000	0
19	Capital - Computers, misc.	36,000	77,700	67,700	67,700	67,700	67,700	67,700	76,200	76,200	104,985
20	Telecommunications	60,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	52,000	55,000
21	TOTAL EXPENDITURES:	2,966,118	3,026,640	3,100,733	3,134,995	3,197,694	3,308,825	3,373,753	3,435,609	3,421,711	3,591,485
22											
23	2021 Budget approved by ECRL Board, August 18, 2020										

Strengthen. Connect. Support.



111 Dellwood Street North
 Cambridge, MN 55008
 (763) 689-7390
 (763) 689-1447 (fax)
 www.ecrlib.org

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

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	2022 Budget Request to Counties - historical information													
2	County	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
3	Aitkin	232,006	\$226,163	224,645	230,242	234,366	231,602	219,932	225,862	224,577	233,220	236,698	233,577	242,535
4	Chisago	559,188	\$534,199	533,887	517,833	523,015	543,083	554,211	560,783	572,116	621,401	656,735	657,540	693,014
5	Isanti	387,870	\$391,887	386,531	385,480	372,553	368,972	372,933	384,346	410,420	426,627	444,838	449,074	473,765
6	Kanabec	146,064	\$170,142	163,875	153,004	151,427	145,402	141,564	144,026	147,842	153,518	159,613	157,343	164,845
7	Mille Lacs	257,637	\$260,711	255,568	252,920	251,706	268,029	270,850	273,835	272,321	284,710	290,249	289,513	300,388
8	Pine	301,928	\$301,592	293,903	303,010	303,992	302,911	301,025	308,851	306,480	329,722	338,061	338,155	352,603
9	Total	1,884,692	\$1,884,693	1,856,409	1,842,489	1,837,059	1,860,000	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150
10														
11	Contractual Assessments													
12		Formula- 50% Tax Capacity, 25% Population, 25% Registration	Formula - 1/3 Borrower circulation, 1/3 tax capacity, 1/3 population											
13	County	Year 2010	Year 2011	Year 2012	Year 2013	Year 2014	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020	Year 2021	Year 2022
14	Aitkin	12.31%	12.00%	12.09%	12.50%	12.76%	12.45%	11.82%	11.90%	11.61%	11.38%	11.13%	10.99%	10.89%
15	Chisago	29.67%	28.34%	28.73%	28.11%	28.47%	29.20%	29.79%	29.55%	29.58%	30.32%	30.69%	30.94%	31.12%
16	Isanti	20.58%	20.79%	20.80%	20.92%	20.28%	19.84%	20.04%	20.25%	21.22%	20.62%	20.92%	21.13%	21.27%
17	Kanabec	7.75%	9.03%	8.82%	8.30%	8.24%	7.82%	7.61%	7.59%	7.65%	7.48%	7.51%	7.40%	7.40%
18	Mille Lacs	13.87%	13.83%	13.75%	13.73%	13.70%	14.41%	14.56%	14.43%	14.08%	13.89%	13.65%	13.62%	13.49%
19	Pine	16.02%	16.00%	15.82%	16.45%	16.55%	16.26%	16.18%	16.27%	15.85%	16.09%	15.90%	15.91%	15.83%
20									100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

2022 Budget Request to Counties
 Approved by the ECRL Board 8/9/21



State Library Services
1500 Highway 36 West
Roseville, MN 55113
v: 651-582-8792
hannah.buckland@state.mn.us

July 2021

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2022

This is to certify the 2022 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes*, Chapter 134.34 for:

Aitkin County

The state-certified level of library support for 2022 is: **\$200,398**

This amount represents the equivalent of 90% of the official 2011 state-certified level of library support. The property in those portions of the county excluded for the purpose of determining the library levy and providing the minimum amount is as follows:

N/A



August 13, 2021

Dear Minnesota County Administrators,

Thank you for your commitment to ensuring your county's residents have access to public library services. The attached documentation provides your county's state-certified level of library support for 2022. Minnesota Statutes, sections [134.34](#) and [275.761](#) establish the amount at 90% of the state-certified level of support set in 2011.

With your county's financial support for library services, Minnesota's public libraries rose to the challenges posed during the 2020 calendar year and continued to serve Minnesota's residents in creative, meaningful ways. Staff at State Library Services are grateful for the extraordinary effort this work has taken.

As we move forward, please be advised that should a county fall below its state-certified level of library support, Minnesota Statutes, section 134.34, subdivision 4 requires removal of the county from State Library Services' funding formulas. This would greatly reduce the breadth and depth of library services available to the county's residents.

Thank you again for your continued support of Minnesota's libraries. Together, we can ensure that all Minnesota residents benefit from quality library services.

Sincerely,

A handwritten signature in black ink, appearing to read 'Hannah B.' with a long horizontal flourish extending to the right.

Hannah Buckland
State Library Program Specialist



MINNESOTA DEPARTMENT OF EDUCATION

1500 Highway 36 West ▪ Roseville, Minnesota 55113 ▪ 651-582-8200 ▪ mde.contactus@state.mn.us ▪

@MnDeptEd



August 30, 2021

Jessica Seibert
Aitkin County Administrator
Aitkin County Courthouse
217 Second St. N.W. Rm 134
Aitkin, MN 56431

Dear MS Seibert:

In response to your letter dated May 18, 2021 regarding the McGregor Airport request for funds for 2022, we will be asking for the same amount as 2021 or a total of \$14,600. The appropriation will be used for normal operating expenses and the local portion of State grants.

The McGregor Airport provides essential air facilities to the McGregor area in support of local businesses, recreation, emergency services, and future economic development. As a MNDOT registered and supported airport, we provide aviation infrastructure for local aircraft owners and a destination point for air traffic moving to and from the area including the large recreation area centered on two of the larger lakes in Aitkin County, Big Sandy and Minnewawa. In addition, the Isedor Iverson Airport is beginning to be the air traffic destination in support of the Tallon Metals mining project.

Also, as I have pointed out in the past, the eastern portion of Aitkin County, including McGregor, has been designated an Opportunity Zone by the Governor in response to a request from the Federal Government. The vast majority of the air traffic at the airport is in support of Aitkin County as a whole as opposed to only the City of McGregor.

In addition to the \$14,600 the airport received from Aitkin County in the past year, by agreement it also received \$7,300 from the city of McGregor, hangar land lease payments of \$2100, and approximately \$2000 profit from the sale of fuel. All other income is from grants received from the State of Minnesota, Department of Aeronautics. During the past year, the airport has received project grants valued at \$170,000 to complete several projects including the seal coating of the runway and taxiways, replacement of the fuel point of sale computer system, and the purchase of a Bobcat with brush cutting and snow blowing attachments. Of course, the airport is responsible for funding 5 percent or more of the cost of those projects from its operating budget. This is in addition to the grant money in support of normal maintenance and operations valued at an additional \$5,000. We currently hold a \$155,000 balance.

Our total operating budget for the year is \$26,000. In addition, funds will be required this year to fund the local portion of a number of projects that are in the Capital Improvement Plan and Long Range Plan for the airport. The plan calls for an extension of the 14/32 runway by 600 feet to accommodate larger aircraft. The preliminary engineering and permitting for that project will take place in FY2023, if funded

by the State Dept. of Aeronautics. The total project cost for next year would be \$345,500 of which \$17,500 is local responsibility.

It should be noted that the McGregor Airport is not a federal airport and is not funded in any way by the Federal government.

We hope this information we have provided will help in the county's budgeting process and look forward to continued support. We believe the McGregor Airport is a valuable asset in the county and an essential resource for county future development. Once again, I apologize for the tardiness of this letter caused by your letter being lost. If additional information is required, please feel free to contact me. I will do my best to help in any way.

Best Regards,



William L. Bedor
Chairman, McGregor Airport Commission
bbedor@scicable.com
(952) 941-5147



July 19, 2021

Jessica Seibert
Aitkin County Administrator
307 2nd Street NW, Rm. 312
Aitkin, MN 56431

RE: Aitkin Municipal Airport – 2020 Budget

Dear Jessica:

The City of Aitkin is currently working on the 2022 Budget for the Aitkin Municipal Airport. At the end of June 2021, the airport fund balance was -9506.00. There are expenses incurred on grant projects that are expected to be reimbursed. We are also anticipating an expense of \$17,000.00-\$22,000.00 for a grant match to repair the t-hangars. By the end of the year the fund balance will be approximately \$30,000.00.

The city and the County increased the levy slightly in 2015, and the amounts have not been increased since. The following are expenses that have increased in the last 6 years:

- Field Manager salary
- Insurance
- Increased utility expense due to normal yearly increases
- Parts and supplies
- Grant match increases

We would also like to acknowledge that the City of Aitkin's staff spends a significant amount of time managing the airport which is not reimbursed or considered in the costs. We manage the airport leases, t-hangar rents, airport meetings, billing/financials, budget, insurance, grant management, project management, national airport registrations, and daily operational issues.

www.ci.aitkin.mn.us

130 Southgate Dr, Ste 200 • Aitkin, MN 56431 • 218/927-2527 • Fax 218/927-1834



At this time, the Aitkin Airport Commission respectfully requests the County levy the amount listed below:

	<u>Total Levy \$30,000.00</u>
City of Aitkin	\$ 10,000.00
Aitkin County	\$20,000.00

Funding for the Aitkin Airport primarily comes from five sources: T-Hangar rent (+\$13,000) and lot lease fees (\$11,847), State grants and aids (\$30,000), Federal grants and aids (reimbursements for projects), the City of Aitkin (\$7,125), and Aitkin County (\$14,107). As the City completes our budget process the Airport Commission would like to request that the City of Aitkin and Aitkin County increase their airport levy for 2022. The levy amount contributed by Aitkin County has remained the same for 6+ years.

The Aitkin Municipal Airport – Steve Kurtz Field is part of a vast network of air transportation facilities servicing the entire state. Some examples of air transportation that takes place locally are as follows:

- (a) Recreational property owners use the Airport facilities for transportation to their lake properties;
- (b) The general aviation community is known to come up with friends, use the Airport courtesy car, and visit the restaurants, shops and hotels in town;
- (c) Hospital personnel use the Aitkin Airport for various purposes – the anesthesiologists can fly in for surgeries, North Air Care is able to stop at the Airport for fuel while their crew is preparing a patient for an emergency flight, Medevac helicopters are able to land at the Airport, purchase fuel, and continue their mission (helicopters are only equipped with short range fuel tanks);
- (d) The American Red Cross has used the Aitkin Airport to transport blood after a local blood drive event;
- (e) Utility companies use aircraft to patrol power lines and gas lines. Our Airport is a fuel stop on their route;
- (f) The DNR use aircraft for fire detection, land management, wildlife surveys, and search and rescue missions; they can refuel at the Aitkin Airport;
- (g) Farmers hire crop dusting services; those airplanes utilize the Aitkin Airport;
- (h) The UPS service has used the Aitkin Airport when they have been unable to land at the Brainerd Airport in the past;
- (i) When a disaster such as a tornado, flood or major fire occurs, air service contributes to the relief effort in many ways -- damage assessments, medical evacuations, emergency supplies, and even media coverage are made more efficient by air service;

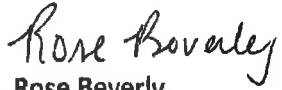
All these things contribute greatly to the area – both economically and in providing a service to the community. Each of the items mentioned brings people to Aitkin, where they can then purchase fuel, shop, eat, and sleep at the local establishments. Aside from the economic benefits, the Airport serves



the taxpayers' needs for a higher quality of life in the same way that libraries and parks serve those needs.

If you should have any questions, or if additional information is required, please don't hesitate to contact me.

Sincerely,



Rose Beverly
City Administrator / Airport Manager

Enclosures



Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St. - Brainerd, MN 56401

Web Site: www.mississippiheadwaters.org

Date: May 3, 2021

To: Aitkin County
217 @nd St. NW
Aitkin, MN 56431

RE: 2022 Appropriation

Dear Jessica Seibert,

Although some of us are still planning for the summer, others are looking to the next year!

The reason for this letter is to remind you that you will need to include in your '22 budget the annual appropriation for the Mississippi Headwaters Board as per the Joint Powers Agreement.

The Mississippi Headwaters Board is pleased to announce that the amount of the annual obligation will again remain at \$1,500.00.

Once you have approved and allocated this amount as part of your budget process, please forward a check in that amount to the Mississippi Headwaters Board, 322 Laurel St, Brainerd, MN 56401.

Thank you again for your continued support of this board and its mission to protect the Great Mississippi River.

Sincerely,

Tim Terrill

Mississippi Headwaters Board Executive Director



AITKIN COUNTY SOIL AND WATER
CONSERVATION DISTRICT

307 2nd St NW Rm 216
Aitkin, MN 56431
Telephone (218) 927-7284

MINNESOTA
SOIL AND WATER CONSERVATION DISTRICTS

June 23, 2021

Jessica Seibert

Aitkin County Administrator

Dear Jessica:

The Aitkin County SWCD receives funding from Aitkin County in order to provide necessary services to Aitkin County residents. I have enclosed a copy of our SWCD Board approved budget for 2022.

Aitkin County SWCD provides a long list of services to residents and Aitkin County, here is a partial list in no particular order:

- a. We coordinate the Comprehensive Local Water Management Plan on behalf of Aitkin County
- b. One Watershed One Plan (1W1P) technical assistance
- c. Aquatic Invasive Species Administration (AIS) (incl. boat inspections and education)
- d. Contract Zoning Inspection services to Aitkin County Environmental Services
- e. A wide range of forest management assistance to private landowners
- f. Water quality sampling
- g. We provide design and cost-share for water runoff management, erosion control, and shoreland management
- h. We provide drone video footage and assistance to various county departments and townships
- i. Agriculture and Weed Inspector services
- j. Gravel certification and herbicide treatment to limit the spread of terrestrial invasives
- k. Big Sandy Watershed, Mille Lacs Watershed, and other watershed and lake association assistance
- l. 1/2 hour radio show each month for outreach regarding natural resources in Aitkin County
- m. Assistance to agricultural producers
- n. Administer the water quality buffer program on behalf of Aitkin County
- o. Chair the Aitkin County Wetland Conservation Act (WCA) Technical Evaluation Panel (TEP)
- p. We are conducting a culvert inventory to guide management decisions and assist road authorities
- q. Bring approximately \$600,000 annually into Aitkin County through various State, federal, and private grants
- r. Serve on the EAW committee, and various other County committees

AN EQUAL OPPORTUNITY EMPLOYER

- s. Project design, and cost-share with agricultural producers
- t. Other services provided

We have services that protect water quality, forests, and wildlife and provide funds for jobs (AIS Inspectors, contractors, cost-share). Our services benefit all Aitkin County residents, seasonal property owners, and others who visit here to enjoy our bountiful resources.

In addition to County funds, we also receive State funds and funding through various competitive grants.

We are trying to achieve a 3 month operating fund balance (approximately \$210,000) to smooth out cash flow highs and lows throughout the year. Our balance on December 31, 2020 was \$438,993 of which \$130,000 was encumbered for the AIS program and \$190,000 encumbered to other projects. Our District Operations balance was approximately \$119,000 leaving us \$91,000 short of our 3-month fund balance goal.

Please contact me if you have questions or need any further information.

Sincerely,

A handwritten signature in blue ink that reads "Steve Hughes". The signature is written in a cursive style with a large, stylized "S" and "H".

Steve Hughes

District Manager

Attachment: 2022 SWCD budget request



Aitkin County CARE, Inc.
Lynne Jacobs
P.O. Box 212
Aitkin, MN 56431

July 19, 2021

Jessica Seibert, MPA
Aitkin County Administrator
217 2nd ST NW
Aitkin, MN 56431

Dear Jessica:

Aitkin County CARE, Inc. is looking forward to serving the seniors and disabled adults within our community in the coming year. We appreciate the collaboration that our agency enjoys with your staff, and the financial support provided is critical to our operations.

This letter is to request the funds approved for senior services in the amount of \$37,900. Attached please find details describing our impact, programing, and future focus of this wonderful nonprofit. If additional information is needed, please feel free to contact me.

Respectfully,

/s/Lynne Jacobs
Executive Director
aitkincountycare@gmail.com
218.927.1383

LJ

AITKIN COUNTY CARE, INC.

July 19, 2021

AITKIN COUNTY BOARD FUNDS REQUEST - \$37,900

1. Budget for funds requested

- i** \$37,900 is being requested for the purpose of matching funds for the Live Well at Home Grant. This grant provides funding for continued services and requires 100% matching funds. This year these funds have been requested to improve on Volunteer services, expanding outreach efforts and improve as well as increase community connections. Our goals are to develop a task force and create a plan for our volunteers since there are so many programs that are dependent on the volunteers.

2. Services Rendered and numbers served

- i** Our mission: "To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them." With 14 programs in 2020 CARE provided 2,734 hours of respite care to 12 clients; 2,308 hours of homemaking to 43 clients; delivered 5,523 frozen meals to 30 isolated, rural seniors; brought 3,939 hot meals to 20 local clients, gave out 1075 nutritional food boxes to 93 individuals and provided 470 one-way trips for 21 seniors. 105 seniors connected with elementary-aged children through Grand Friends Pen Pals, and classes continue with Tai-Ji-Quan and SAIL (Staying Active and Independent for Life). Three classes are currently ongoing. Aitkin County Care was the connection for Aitkin County in the distribution of Farm to Family food boxes which totaled 1788 boxes of food. Delivery included the entire county, bringing food to ANGELS of McGregor, East Lake Community, Hill City, McGrath and Aitkin.

In the first 6 months of 2021, we have provided services to 529 people and this does not include food distribution.

This past year our Live Well at Home helped us to have a new website design. On this website individuals are able to request transportation, chore service and phone calls for social connections. There is also the means to make employment application or a volunteer application.

Partnerships continue to grow at Aitkin County Care with efforts that include Aitkin County SHIP where a raised bed garden has been installed for Aitkin Manor, and efforts to establish a community/school garden in Hill City.

3. Financial information Requested

f Three pieces of information the County Board believes is necessary:

- Annual Operating Budget \$329,487
- Fund Balance - \$ 86,898
- Other funding comes from:
 - Live Well at Home Grants
 - Title III funding
 - Northland Foundation
 - Medica
 - Otto Bremer Trust
 - Direct public funds
 - Program Revenue (48% - Grew 3% in the past year)



Aitkin County Historical Society faced a tough year in 2020 and is still facing financial recovery in 2021. 2020 saw the closure of the ACHS to address the Covid-19 pandemic. Rather than risk exposure to our older population of volunteers, closure remained in effect until March 2021, when vaccines were more available and state restrictions were lifted overall. This also allowed staff behind the scenes time to do upgrades and overhaul stagnant exhibits that were unchanged after a decade.

While in 2020 all major fundraising efforts were cancelled, ACHS staff introduced an annual passive fundraising effort, an Annual Fund Drive via letter. This garnered some funds and will be repeated in coming years. In 2021, the full fundraising efforts of the Cookie Walk and the Garage Sale will be put in play again, but proceeds have not been determined at the time of this writing.

2020 also saw the receipt of two vital grants for ACHS. The Building Conditions Assessment is a required document, a first step in applying for grants and rehabilitation of the National Register of Historic Places property, the Northern Pacific Depot. Staff is working on grant applications for the next step in the process, full survey and architectural drawing to complete the first rehab projects- fixing site drainage with installation of gutters and downspouts, fixing a leaking roof, and relaying and grading the uneven and unsafe outdoor paver surface.

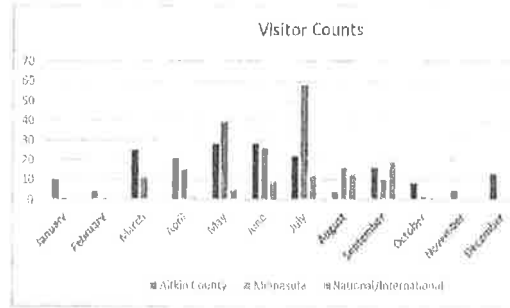
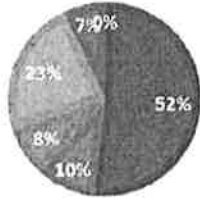
The other grant was to hire two part-time staff to conduct a necessary inventory of collections. A former collections database was removed, putting records into an Excel spreadsheet. Many records were inaccurate- lacking artifact location or condition. This grant will ensure better care of collections by addressing issues as needed of storage and damage, updating records for accuracy and control, and freeing space by removal of artifacts not relevant to the mission. This includes items with no known provenance, items rightfully belong to neighbor counties, or items where many duplicates are taking up space. This project will provide more intellectual control of the collection and ensure that we care for only those artifacts applicable to our mission, freeing the shelf space and archival resources of deaccessioned artifacts for future collecting.

ACHS is the designated repository, meaning we are the caretakers of the history of Aitkin County. The resources are used for research and education, through exhibits, articles, and events. A full research room of newspaper, census, map, and local records is available to the public. In the past, 6th graders have visited for a day of programming. As more of the building and collections needs are addressed, staff will move on to other projects, such as creation of education trunks to be borrowed by classrooms. These will cover Aitkin County related topics, and state and national as fitting, all while addressing state education standards and being free of charge. 3 such programs are already written, but artifacts are still be located through the inventory, to ensure their condition is stable for use.

Visitor numbers do not exist for 2020 as the ACHS was closed, and 2021 numbers have not been tabulated. For 2019, taking out Fair week and special events, the numbers were even between Aitkin County visitors (43%) and visitors from elsewhere in MN (42%). The remaining 14% come from others states and internationally. Those locations include HI, AZ, OH, PA, NY, AK, ND, WI, Brazil and Germany. These locations can only be tracked for those who optionally include this data.

MEMBERSHIPS BY TYPE

■ Senior ■ Individual ■ Business ■ Family ■ Life ■ Honorary



	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	30	24	40	40	66	46	92	101	10	18	11
February	18	22	22	55	20	46	55	65	31	16	5
March	30	61	23	187	90	307	379	391	25	26	38
Commeroe Show									160	168	
April	28	38	48	153	48	61	175	141	36	31	37
May	77	72	50	100	110	116	141	80	56	40	72
6th Graders	84	106	101	91	91	74	104	88	0	110	
June	84	157	472	183	127	180	209	131	50	72	63
July	149	229	266	356	251	294	383	153	102	43	71
County Fair	1,331	1,441	1,171	0	1,500	1,695	1,741	???	868	1,200	644
August	202	201	214	202	248	213	224	183	62	117	33
Garage Sale	1,232	1,356	1,423	1,814	1,723	1,825	1,843	1,473	2,500	2,000	
September	42	68	128	118	132	126	184	110	32	66	45
Rendezvous	0	0	0	1,077	0	0	0	0	0	0	
October	77	141	75	72	102	65	187	52	25	42	11
November	30	43	93	41	150	75	69	22	37	16	6
Open House	77	60	83	71	66	81	67	101	0	0	74
December	13	23	48	50	132	112	78	0	86	47	13
	3,504	4,043	4,257	4,610	4,894	5,345	5,910	3,081	4,079	4,012	

Out of State

60

MN but out of County

352

*2019 numbers incomplete due to changing staff

ACHS is requesting continued funding at the \$18,500 level, with an increase to \$19,000 if possible. Please see the enclosed budget sheets. Other funding sources are grants (only available on a project basis), memberships, gift shop sales, and fundraising efforts.

Aitkin County Historical Society

July 23, 2020

	2019 Actual	2020 Budget	2021 Proposed
Revenue:			
Membership	\$2,856	\$3,000	\$5,000
Interest Earned	\$1,241	\$750	\$1,300
County Appropriation	\$16,500	\$18,500	\$18,500
Museum Store Sales	\$1,204	\$2,500	\$1,300
Garage Sale	\$10,356	\$9,000	\$9,000
Raffle	\$1,380	\$1,380	\$0
Cookie Walk	\$1,199	\$1,000	\$1,200
Townships & Cities	\$4,000	\$4,000	\$4,000
Annual Appeal	\$0	\$0	\$1,000
Grants	\$591	\$10,000	\$15,000
Donations	\$1,449	\$1,800	\$1,500
Contributions	\$260	\$0	\$1,000
Memorials	\$785	\$2,000	\$1,000
Misc	\$1,786	\$0	\$1,000
Totals:	\$43,607	\$53,930	\$60,800
Expenses:			
Administrator's Salary	\$13,105	\$20,000	\$20,000
Employer Matching	\$1,297	\$1,530	\$2,000
Mileage	\$248	\$200	\$500
Utilities	\$4,329	\$3,500	\$5,000
Heating	\$5,752	\$6,000	\$6,500
Telephone	\$1,315	\$1,200	\$1,200
Office Supplies & Equipment	\$886	\$1,500	\$1,500
Janitorial	\$845	\$900	\$900
Rentals	\$248	\$348	\$300
Postage	\$1,100	\$500	\$1,200
Trash	\$159	\$100	\$100
Advertising	\$1,122	\$1,500	\$1,500
Society Memberships	\$25	\$400	\$200
Education Fund	\$200	\$190	\$200
Maintenance	\$636	\$2,430	\$2,500
Museum Store	\$0	\$500	\$0
Collections/Archival	\$489	\$1,000	\$1,000
Museum Displays	\$64	\$0	\$0
Volunteer Expense	\$349	\$750	\$350
Security	\$276	\$350	\$350
Service Charges	\$46	\$100	\$100
Fund Raising	\$2,316	\$2,000	\$2,000
Annual Meeting	\$119	\$100	\$100
Technology	\$365	\$400	\$600
Accounting fees	\$114	\$200	\$600
Training	\$250	\$750	\$750
Misc expenses	\$318	\$0	\$500
Grant Disbursement	\$0	\$10,000	\$15,000
Totals:	\$35,973	\$56,448	\$64,950
Net +/-	\$7,634	-\$2,518	-\$4,150

Aitkin County Ag Society

307 Second Street Northwest, Unit 121

Aitkin, Minnesota 56431

218.927.7354

July 20, 2021

To: Aitkin County Board of Commissioners

From: Aitkin County Fair Board

Leeann Moriarty, President

Kirk Peysar, Secretary/Treasurer

Sharon Dotzler

Sara Rian

Kate LaClair

Renee Kostick

Lenore Jackson

Jim Bright

Gabrea Anderson

Jennifer Thompson

Vern Watters

Randcena Olson

Lacie Hietalati

Becky Koch

Lon Nicko

Re: 2022 Appropriation and Fiscal Recovery Funds

The Aitkin County Fair Board has received an annual \$10,000 appropriation from the County Board since 1986, Thirty-five years. For 2022, the Aitkin County Fair Board is requesting an increase to \$12,000 and therefore respectfully requests a \$22,000 appropriation (\$12,000 for operations and \$10,000 for capital items). Ongoing facility improvements and repairs are greatly needed.

The past year has been a difficult for county and state fairs across the national. In Minnesota, the majority of county fairs cancelled their 2020 fairs due to the risks and restrictions of Coronavirus. Even the largest of fairs were not immune to the risks of the Coronavirus.

We held our 2021 fair July 7 – 10, crowds were large, with attendees coming from throughout Minnesota to our fair. Unfortunately, post COVID operating costs were greatly increased as well.

About our county fair:

- Amount of money requested and a budget of how it will be used:
 - The \$12,000 appropriation represents 10% of the Fair Board's budgeted revenues.
 - While revenues are not dedicated to specific expenditures, the Fair Board considers the county appropriation to be a portion of the \$28,000 that is budgeted for capital improvements and maintenance to the fairgrounds, which are county-owned. Having 31 structures on location, there is no end to the repairs needed.
- Narrative of services provided to the taxpayers of Aitkin County:
 - The Fair Board meets monthly throughout the year to plan the annual county fair.

- In 2022, the fair will celebrate its 132nd annual fair.
- Early county fairs were held in the courthouse and on the courthouse grounds. Fresh garden produce was displayed in the court chambers along with fancy work. Competitions were held to determine who had the strongest horse and oxen teams.
- Who we serve:
 - 4-H youth, FFA members, exhibitors of all ages and interests.
 - The event is attended by thousands of county residents as well as visitors from other areas. The fair provides a wide variety education and entertainment for people of all ages.
 - Community organizations such as the VFW, Lions, Fire Department, 4-H, count on the fair for significant portions of their organization's annual income.
- Annual operating budget:
 - Our total 2021/2022 budget is \$115,384 (\$83,884 for operations/attractions and \$31,500 for facility maintenance). Building maintenance needs include retro-fitting lighting systems to LED in Industrial Buildings #1, #2; and Home Activities as priority to reduce electric consumption.

We ended FY 2019/2020 with a balance of \$40,058.26 after the completion of large building projects, the acquisition of adjoining property, and the loss of the 2020 fair.

- Other sources of funding:
 - Other revenues are collected through grandstand admissions, parking fees, building rentals, advertising, and donations. This year, fair sponsorship opportunities were also offered to local organizations and businesses. Grants are also sought for various projects. This year, a \$10,738 grant has been awarded from the County Fair Grant program, MN Department of Ag; those funds will be used to improve livestock facilities.
- Breakfast was served by the Long Lake Foundation each day.
- The fairgrounds is made available to other community organizations such as Aitkin County Historical Society Garage Sale, Relay for Life, Mud Rhythm, Aitkin County 4-H Dog Project, Young Riders 4-H, Bit and Bridle, Aitkin Lions Garage Sale, Aitkin Chamber of Commerce.

The receipt of Fiscal Recovery Funds under the American Rescue Plan Act allows for the opportunity to make significant improvements to the fairgrounds facility over the course of the funding timelines. We suggest visiting these needs as plans development for those funds.

- Holding tank for Grandstand Restrooms
- Repairs to the 4-H building
- Grandstand structure reinforcements
- Handicap accessible access improvements to grounds
- Handicap accessibility improvements to buildings
- Outdoor security lighting
- Siding for Industrial #1
- Siding and handicap accessible ramp replacement for the Arts Building

Thank you for your continued support of the Aitkin County Fair.

Aitkin County Ag Society

2020/2021 - 2021/2022

Income Sources:	<u>Budget</u> <u>FY 2020/2021</u>	<u>Budget</u> <u>FY 2021/2022</u>
Operations:		
Grandstand	\$ 19,400.00	\$ 19,400.00
Auto Parking	\$ 3,500.00	\$ 3,500.00
Space Rentals	\$ 8,520.00	\$ 8,520.00
Carnival Income/Adv Sales	\$ 18,000.00	\$ 18,000.00
Advertising	\$ 5,200.00	\$ 5,200.00
Food Stand Sales	\$ 4,000.00	\$ 4,000.00
Grant	\$ 10,759.00	\$ 10,759.00
Total:	\$ 69,379.00	\$ 69,379.00
 Other Income:		
State Aid	\$ 3,550.00	\$ 3,550.00
County Approp	\$ 20,000.00	\$ 22,000.00
Rents-Storage	\$ 19,280.00	\$ 19,280.00
Membership Dues	\$ 475.00	\$ 475.00
Interest Income	\$ 100.00	\$ 100.00
Donations	\$ 500.00	\$ 500.00
Camping	\$ 100.00	\$ 100.00
Total:	\$ 44,005.00	\$ 46,005.00
Total Income:	\$ 113,384.00	\$ 115,384.00
 Fair Operations:		
Resale-food stand	\$ 2,000.00	\$ 2,000.00
Premiums	\$ 8,100.00	\$ 8,100.00
Awards other than premiums		
Advertising & Promotions	\$ 6,895.00	\$ 6,895.00
Entertainment/Grand Stand	\$ 25,500.00	\$ 27,500.00
Midway Commissions	\$ 9,300.00	\$ 9,300.00
Judging Fees & Travel	\$ 3,480.00	\$ 3,480.00
MFCF Conference/Directors	\$ 7,000.00	\$ 7,000.00
Police/Security	\$ 250.00	\$ 250.00
Administrative	\$ 2,000.00	\$ 2,000.00
General Exp	\$ 13,000.00	\$ 13,000.00
Total:	\$ 77,525.00	\$ 79,525.00
 Capital Expenses:		
Building Maint	\$ 25,000.00	\$ 25,000.00
Grounds Maint	\$ 6,500.00	\$ 6,500.00
Total:	\$ 31,500.00	\$ 31,500.00
Total Expenses:	\$ 109,025.00	\$ 111,025.00
Income/Expenses:	\$ 4,359.00	\$ 4,359.00

RECEIVED

JUL 21 2021



ANGELS
7 So Maddy St
PO Box 35
McGregor, MN 55760

July 14, 2021

Jessica Seibert, MPA
County Administrator
217 Second St NW Rm. 310
Aitkin MN 56431

Dear Ms. Seibert,

ANGELS of McGregor is submitting this request in response to your letter of May 18, 2021. ANGELS is requesting funding of \$3,631.00 specifically for our Foot Clinic Program. The attached pages provide the details requested.

Thank you for your consideration of our request.

Sincerely,

A handwritten signature in black ink, appearing to read "Joan McFarland". The signature is fluid and cursive, written over the printed name.

Joan McFarland
ANGELS Program Director



ANGELS
7 So Maddy St
PO Box 35
McGregor, MN 55760

July 14, 2021

Request for 2022 Funding for ANGELS

SERVICES: ANGELS provides programs to enable our senior residents to remain living in their own homes safely, independently and with dignity. Our services include Transportation, Chores, Health and Wellness, Homemaking, Nutrition, Community Outreach, and Socialization to promote mental health. We coordinate with Aitkin County CARE on caregiver respite, transportation, chores, community outreach and referrals. With our volunteers located in the McGregor, Big Sandy Lake, Lawler, and Palisade areas we are well-positioned to efficiently serve the eastern and northern parts of the county.

Our services enable area citizens to avoid or delay the stress and expense of moving to care centers until their physical condition demands it. The wide range of services provides ease of mind for clients and their families. Most services are no-cost or share-the-cost, based on ability to pay. Moving into care facilities is an emotionally and financially stressful outcome and the cost to taxpayers is significant.

WHO WE SERVE: Our services are available to all citizens of Aitkin County age 60+, regardless of race, color, creed, religion, national origin, gender, sexual orientation, disability or use of public assistance. In some situations, individuals under 60 also qualify. A part-time Program Director and team of 65 volunteers currently serve approximately 135 clients, operating from a building in McGregor.

REQUEST: While we provide a wide range of services, this request is specifically for our Foot Clinic Program. We currently provide two monthly Foot Clinics. This program provides frail seniors with declining health an opportunity to have a registered nurse examine and identify foot and nail conditions, receive treatments and give recommendations for follow up after care. Without this service many would continue to experience debilitating pain from foot and nail problems.

The ANGELS building provides suitable private space for these appointments. Our foot nurse treats 16 clients per month with each appointment lasting 40 minutes. The clients contribute \$15 to share the cost which helps recover some of the costs involved with the service.

All seniors receiving foot care are grateful for this service and return for further treatments. The nurse is a McGregor citizen whom the clients trust and respect. Many have commented on how their foot pain and overall health of their feet has improved. Appointments are scheduled in the ANGELS office according to the nurse's recommendations. Because of the demand many need to be placed on a waiting list, or we add an overflow day if possible.

FINANCIAL DATA: Our current 2021 financial status is summarized below with Year-to-Date actuals through May 2021 and Year-End Estimates.

INCOME	YTD	YE Est	EXPENSES	YTD	YE Est
Grants & Donations	32585	75804	Personnel	12425	30493
Rent	1500	5000	Insurance	720	3700
Fundraising & Events	1800	2800	Office Supplies	3610	2658
Other	4255	5500	Outreach	5273	16687
Foot Clinic Clients	1230	2880	Building & Utilities	5362	10274
TOTAL	41370	91984	TOTAL	27660	63812

ANGELS is requesting \$3,631.00 from the Aitkin County Board for the year 2022. Based on the success of the current ANGELS Foot Clinic, we would use these funds to continue the program which will include the option to schedule a third “overflow” day for those who need to be seen by the nurse.

The budget for the foot clinic is:

EXPENSE	QUANTITY	RATE	Monthly	Annual TOTAL
Personnel Labor	6 hours/month	\$ 15.00	90.00	\$ 1080.00
Program Volunteer Labor	10 hours/month	\$ -		\$ 0
Foot Nurse Salary	20 Clients/month	\$ 22.50	450.00	\$ 5400.00
Paper, ink and supplies				\$ 212.00
Advertising				\$ 175.00
Foot Clinic materials/supplies				\$ 153.00
Internet/Phone				\$ 242.00
TOTAL				\$ 7262.00

OTHER SOURCES OF FUNDING: General operating expenses and other programs are funded by grants, donations and other payments.

Grants:

- Arrowhead Area Agency on Aging (AAAA) of the Arrowhead Regional Development Commission (ARDC)
- Northland Foundation
- University of Minnesota Extension
- McGregor Lakes Area Foundation
- Mille Lacs Energy Cooperative
- Lake Country Power.
- Mardag Foundation

Donations:

- Area Townships
- Local businesses through Friends of the ANGELS
- Local organizations, churches and clubs
- Individual community members, clients and their family members.

Payments:

- Client Share-the-Cost
- Client Waivers
- Rental of part of the building to the McGregor Area Clothing Closet
- Fundraising events.

This wide variety of sources of funding and the generosity of so many of the donations from the community are greatly appreciated. We sincerely appreciate your consideration for ANGELS in your 2022 budget allocations and for this request to help support our senior foot clinic.

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

Support Within Reach
Sexual Violence Victim Services in Aitkin County – Funding Request

Address: 312 Minnesota Avenue, Suite 2009
Aitkin , MN 56431

Phone Number: 218-927-6226 | 1-866-747-5008

Business Office Address: 1510 Bemidji Ave. N. Ste. 13, Bemidji, MN 56601
Phone Number: 218-444-9524

Requested Amount: \$1,500.00

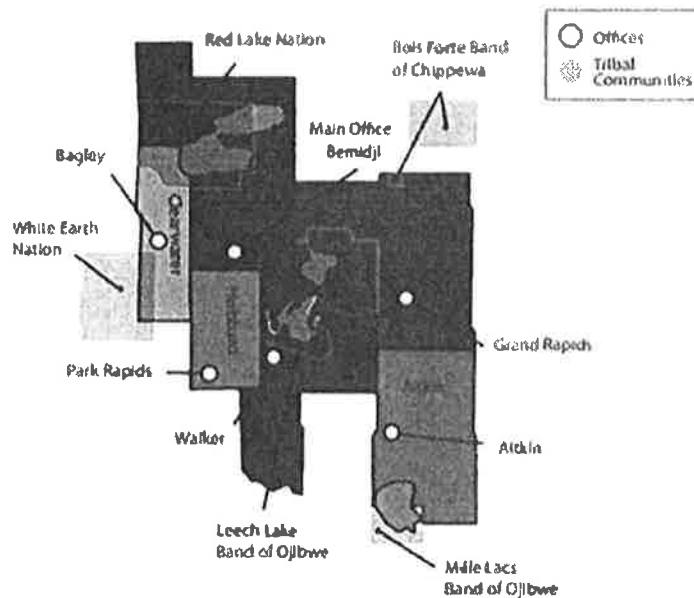
AGENCY OVERVIEW

Support Within Reach is a private, non-profit organization that was created in 1989 to serve the distinct needs of victims of sexual violence in both Itasca and Aitkin County. Our mission is to reduce the impact and harm of sexual violence in the communities we serve. On January 15, 2014, Support Within Reach merged with the Sexual Assault Program of Beltrami, Cass, Clearwater and Hubbard Counties. The new organization adopted the name Support Within Reach and will continue to be a sexual violence resource and advocacy program sharing resources across the region. The newly merged organization covers a six county area including Aitkin, Beltrami, Cass, Clearwater, Hubbard, and Itasca County (see map at the bottom of this section for more information). The six county region is divided into two districts that provides service to the same service area. Each district has a headquarters (Grand Rapids and Bemidji) with the business office and administrative staff being located in Bemidji. The organization has 21 total staff which include an Executive Director that presides over all 6 counties, 2 county supervisors who oversees the coordinators within each county services area that provide various programming and services. There are 4 outlying offices that are individually staffed including one in Aitkin City, Aitkin County.

Support Within Reach is governed by a volunteer board from all across the six-county service area who works to develop and set agency policy and procedure. Board members provide continuing direction for planning and operations, program evaluation, as well as related organizational activities consistent with the mission and goals of the organization. Support Within Reach's Aitkin County office has one staff that assists victims. In 2020 nearly 1,000 hours were volunteered by over 75 individuals for a total of \$25,430 as in-kind contribution to Support Within Reach.

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

Service Area Map:



AITKIN COUNTY OVERVIEW

Support Within Reach seeks to enhance the quality of life for those in Aitkin County through three primary programs: 1) Victim Support & Advocacy Program, 3) Coordinated Community Response, and 4) Outreach Program. The term sexual violence includes a number of actions that are carried out in a manner intended to groom, control, intimidate, manipulate, humiliate, harm and silence the victim. Unfortunately, sexual violence comes in many forms, including: sexual assault/rape, incest/child sexual abuse, sexual exploitation/trafficking of youth and adults, intimate partner sexual violence, date/acquaintance rape, and alcohol/drug facilitated sexual assault, sexual harassment, bullying, and stalking.

In order to address the issues of sexual violence victimization and its impact on victims' lives, Support Within Reach has developed multiple services such as: 24-hour crisis line, crisis intervention, ongoing support and encouragement, basic awareness and education, support groups, information/referral, medical advocacy and individualized civil/criminal court advocacy and assistance. Being that Support Within Reach is the sole provider of sexual violence supportive services and prevention education programming within Aitkin County, we welcome collaborative opportunities in order to build a safety net of services for the clients and the community that we serve. Through Support Within Reach's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. Support Within Reach's Outreach Program focus on prevention education/awareness Program including volunteers.

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

COMMUNITY IMPACT:

Support Within Reach's Support Services and Advocacy Program maintain a crisis/information line that is staffed by trained sexual assault advocates (staff and volunteers) 24 hours a day, 365 days per year. Support Within Reach staff cover the crisis line during office hours, while trained staff/volunteer advocates attend and respond to incoming calls for assistance after hours. Specific services provided are crisis intervention, basic counseling and support; support groups, follow-up and referrals to community agencies; accompaniment to medical exams and law enforcement interviews; information and updates related to case progress in the court system; and assistance in filing protective/restraining orders. Support Within Reach works to provide information and options each step of the way in order to help clients to make informed decisions that will assist them in their healing process. For example, Support Within Reach staff are able to help victims and their family understand the complex reporting process which is very different when looking at different situations involving the age of the victim and perpetrator and the relationship between the victim and perpetrator.

Support Within Reach reaches out into the outlying areas of Aitkin County in order to reach specific populations that are vulnerable to sexual violence (assault/abuse) victimization. We provide supportive services and prevention education to residents who reside in outlying areas who have no/little means of transportation to the Aitkin area. Support Within Reach relies heavily upon our collaborators to fulfill our mission and to carry out our programming.

COLLABORATION

Support Within Reach is the sole provider of sexual violence services in Aitkin County. Support Within Reach works with organizations across Aitkin County to provide victim services and education/awareness. The organizations include:

- Aitkin County Law Enforcement Agencies – Support Within Reach works with all law enforcement agencies in Aitkin County. Support Within Reach provides referrals to law enforcement agencies, works with officers and investigators throughout the investigative process. We have found that in cases where a sexual violence advocate is involved that victims tend to stay involved and more active with the criminal justice system. A Letter of support from law enforcement are included in this 2022 request.
- Aitkin County Attorney's Office and Victim Assistance Program – Support Within Reach's Aitkin County Coordinator assists on cases involving criminal sexual misconduct, sexual exploitation, etc. We have found that in cases where a sexual violence advocate is involved that victims tend to stay involved and more active with the criminal justice system.
- Aitkin County Health and Human Services – Support Within Reach's Aitkin County Coordinator assists in cases involving child abuse, parents who have current or previous sexual violence history, etc. We are able to provide ongoing support and education for families experiencing this part of the system.

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

- Healing Opportunity Provided Equally – approximately 75% of domestic violence victims indicate that they or their children are also victims of sexual violence. SUPPORT WITHIN REACH works with HOPE to ensure proper referrals for victims of sexual and domestic violence in Aitkin County.

Support Within Reach works closely with each of the entities above in order to coordinate services and they have provided letters of support to this end. Service coordination is done through cross referrals, working together on a case when a client authorizes it, cross training between the different organizations, establishing protocols or practices on how we as collaborating organizations will work together.

The Aitkin County area has one hospital and 3 law enforcement agencies. *Support Within Reach worked on a total of 15 cases involving the criminal justice system in Aitkin County in 2020. Of these cases, 4 of them worked with law enforcement, 3 of them worked with prosecution, 6 required assistance in developing a safety/risk assessment plan, 2 Required assistance in filing for a protective order.* Support Within Reach and the multi-disciplinary team continue to address barriers and reasons why victims are choosing not to report recent incidents of sexual violence.

Active Collaboration between active partners in Aitkin County continues to provide victim centered and offender focused work and a vital part of meeting Support Within Reach's mission.

Victim Support Services & Advocacy Program

Support Within Reach provides a variety of services that provides a network of support for victims of sexual abuse/assault and their families/loved ones. *In 2020, Support Within Reach staff and volunteers provided a total of 600 service types in Aitkin County.*

- *SUPPORT WITHIN REACH attended to a total of 5 new sexual violence victims (4 primary and 1 secondary in 2020.*
- *Crisis Intervention (6 contacts)*
- *Risk Assessment/Safety Planning (9 client contacts)*
- *Ongoing support and case follow-up (189 client contacts)*
- *Personal Advocacy, i.e. jobs, school, etc.*
- *Criminal Justice Support and Advocacy – this includes law enforcement, prosecution, and probation (60 client contacts)*
- *Civil Legal Advocacy: Filing Harassment Restraining Orders and Orders for Protection, Mandated Reporting Issues, Human Services Requested Education (7 client contacts)*
- *After hours Crisis Calls (3 client contacts)*

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

Support Within Reach uses the following strategies to ensure access to sexual abuse/assault services:

- Support Within Reach makes sexual abuse/assault services available at our office located in Aitkin. We have a staff that works regular hours in that office and 4 full time and 2 part time staff available in Grand Rapids as needed.
- Support Within Reach provides a 24-hour crisis line that is available 365 days per year
- Support Within Reach provides outreach to outlying areas like Hill City, Jacobson, and McGregor.
- Support Within Reach mobilizes the community – our volunteers in 2020 donated near 1,000 hours for a total of \$25,430 as in-kind contribution to Support Within Reach, but Due to COVID-19 the numbers were a little lower than expected.
- Support Within Reach has facilitated a Sexual Assault Multi-Disciplinary Action Response Team in Aitkin, with aims to continue to rejuvenate this team in 2021/2022.
- Support Within Reach provides training to criminal justice system responders related to sexual violence and our services.

Prevention Education & Awareness Program

Support Within Reach is active within the community developing and presenting customized education and awareness opportunities throughout Aitkin County that meet the needs and requests of the audience type. Through Support Within Reach’s awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. Specific presentations provided are as follows:

1. Pre-school/Daycare – 4th Grade:
 - Body Safety
 - Respect and Boundaries
 - Bullying

2. Middle School/High School:
 - Let’s Chat
 - Support Within Reach services/location
 - Self-Esteem, Respect, Boundaries and Body Safety
 - Difference between Sexual Harassment & Flirting
 - Healthy/Unhealthy Relationships
 - Handling peer pressure to be sexually active
 - Internet Safety/Teens & Technology
 - Date/Acquaintance Rape

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

3. Other Presentations:

- Those with disabilities and their care takers
- Youth At Risk – area group homes,
- Professional Development for Adults – Sexual Harassment, Special topics involving sexual violence, Stalking, Medical Providers, Law Enforcement Agencies, etc.

4. Community Awareness Events:

- Trafficking awareness month
- Stalking Awareness Month
- Sexual Assault Awareness Month
- Child Abuse Awareness Month
- Volunteer Awareness Week
- Crime Victim's Rights Week
- Community Connect
- National Night Out
- Aitkin County Fair

So far In 2021

Yes, COVID-19 has impacted how Support Within Reach provides service to the community. Support Within Reach continues to provide service to the community at this time. Support Within Reach utilizes safety and health precautions when a digital format for meeting with clients is not suitable as in emergency situations. As Support Within Reach have more foot traffic with in person contact the staff are working really hard to ensure that the appropriate safety precautions are being followed.

GOALS & OBJECTIVES

Goal 1: Provide free and confidential services to primary and secondary victims of sexual violence (primary = the actual victim of an incident of sexual violence, secondary victim = anyone else who is impacted by sexual violence including family and friends of the primary victim).

Objectives:

- Support Within Reach provides a confidential 24-hour crisis line for primary/secondary victims impacted by sexual violence. Support Within Reach will continue to offer our after-hour crisis/help line to facilitate routing after-hours calls involving sexual violence to our volunteer advocates/staff.
- Provide crisis intervention and basic counseling services to children and adults. This service works to normalize feelings after traumatic events and recurring trauma that occurs overtime. Support Within Reach maintains an up-to-date therapist list of

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

- counselors who are proficient at working with victims of sexual violence in order to assist us in providing appropriate referrals.
- Assist clients in identifying/reaching their basic needs for healing and personal safety. Provide referrals to other agencies as necessary.
 - Provide 24-hour advocacy and support for primary/secondary victims at law enforcement centers, First Witness Interviews, hospital emergency rooms and clinics, and criminal/civil courts matters.
 - If demand for service remains on track, more resources will be needed to provide services to an increased number of individuals.

Goal 2: Promote Services and Strengthening Relationships with other agencies and service providers.

Objectives:

- SUPPORT WITHIN REACH will publicize our crisis/help-line, along with our 800 number via newspapers, ICTV, public service announcements and brochures/literature disbursed throughout the county (monthly).
- Promote our website: www.supportwithinreach.org and engage with community members online through our agency Facebook page.
- Continue to strengthen ties and develop creative and unique ways to reach out to vulnerable populations across Aitkin County. This practice serves to create a network of supportive services for victims of sexual violence.
- SUPPORT WITHIN REACH will continue to be a part of Aitkin County Health and Human Services meetings (ongoing).
- Continue to develop a list of locations within the community where SUPPORT WITHIN REACH can meet privately with clients in outlying areas of the community (as needed).
- SUPPORT WITHIN REACH will re-engage the multi-disciplinary team that is responsible for the justice system response to sexual assault.

Goal 3: Provide prevention/awareness education programming to residents of Aitkin County.

Objectives:

- Provide prevention education and awareness programming within schools and daycares reaching children grades preschool and k-12 and parents with the focus of awareness and safety. *In this funding request this may include Body Safety presentations and Let's Chat (a multi-disciplinary team approach to sexual violence prevention that has been established and will establish next steps based on the advice of local schools)*
- Provide prevention education and awareness programming to youth-at-risk residing within group homes.
- Provide prevention education and awareness programming to developmentally disabled population.

Support Within Reach – 2022 Request
Aitkin County Sexual Violence Services

- Provide presentations and training to professionals within the community (law enforcement, medical providers' educators, etc.) to support understanding of social issues which are significantly impacting children and families.
- Create at least one community awareness campaigns related to sexual violence through newspaper articles, and placing brochures/literature throughout the community.

What is your total annual operating budget?

2021 9th month 687,819.

2020 12 month 887,738

What is your year end Fund balance (Capital and operating or other)?

2020 \$248,240

Where else does your funding come from- i.e., grants etc.?

Office of Justice Programs Crime Victim Services & SMART, Minnesota Department of Health, Blandin Foundation, United Way (Bemidji, 1,000 Lakes, NE Minnesota), Various Townships to support the work in the designated specific region that is serviced. All of the Support Within Reach funding is allocated to support the efforts within the organization following the request of the donor often times very restricted funding that is only allowed to be utilized in the specified service area.

Sincerely,



Evett Ellis
Executive Director

Office: 218-444-9524 ext. 105

Cell: 218-766-9994

Fax: 218-444-9527

DANIEL G. GUIDA

AITKIN COUNTY SHERIFF

217 2nd St. N.W., Rm 185

Aitkin, MN 56431

218-927-7435 / 1-888-900-2138

Emergency 911

Sheriff Fax: 218-927-7359 / Dispatch Fax: 218-927-6887

To The Aitkin County Board

July 15, 2021

I am writing this letter to show my support for Support Within Reach for their request for additional funding. Support Within Reach has been a vital resource for law enforcement in Aitkin County. As an Investigator for Aitkin County, I have worked with their staff through many challenging cases. There is a clear benefit for law enforcement to work with others that are specially trained in these areas.

I have spoken with Sherry Shadley regarding the increase of "sexting" with our youth. I feel that it is important to reach out to the youth in our schools and inform them of the dangers that can incur from online activity or sharing photos with others. I have spoken with other officers that feel there is a need to educate our youth also. I feel that education can stop some of the issues before they start not only for the victims, but for youth that may find themselves facing criminal charges.

Sincerely,

Investigator Sheryl Cook
Aitkin County Sheriff's Office

From: [Jessica Seibert](#)
To: [Kathleen M. Ryan](#)
Subject: FW: Aitkin MRC
Date: Wednesday, November 17, 2021 3:05:26 PM

Jessica Seibert, MPNA

Aitkin County
County Administrator
307 2nd St. NW Room 310
Aitkin, MN 56431
Ph: 218-927-7282
Cell: 218-838-5891

From: Daniel Larson <dan27@frontiernet.net>
Sent: Wednesday, November 17, 2021 3:04 PM
To: Jessica Seibert <jessica.seibert@co.aitkin.mn.us>
Subject: Fwd: Aitkin MRC

[NOTICE: This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

Hi Jessica:
MRC dues request for Aitkin is \$2,300.00 for 2022.
I wanted check with Sue.
Thanks for reaching out.
Please let me know you got this.
Dan

Begin forwarded message:

From: Susan Bowman <[Bowman@mncounties.org](mailto: Bowman@mncounties.org)>
Subject: RE: Aitkin MRC
Date: November 17, 2021 at 1:48:02 PM CST
To: Daniel Larson <[dan27@frontiernet.net](mailto: dan27@frontiernet.net)>

Hi Dan,
\$2,300

-----Original Message-----

From: Daniel Larson <[dan27@frontiernet.net](mailto: dan27@frontiernet.net)>
Sent: Wednesday, November 17, 2021 1:15 PM
To: Susan Bowman <[Bowman@mncounties.org](mailto: Bowman@mncounties.org)>

Subject: Aitkin MRC

Hi Sue:

Aitkin is asking for a dues notice and I need help. If you remember there was some question about the right number last year.

What did we bill them last year. I'll use what you send me.

Thanks!

Aitkin County Soil & Water Conservation							
Income Statement							
Revenue	notes:	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
County Allocation		\$90,341.00	\$90,341.00	\$90,341.00	\$ 77,141.00	\$ 68,849.00	\$ 68,849.00
County - LCWP		\$7,700.00	\$7,700.00	\$7,700.00	\$7,700.00	\$ 7,700.00	\$7,700.00
2021 Con Con Funding		\$50,011.00	\$50,011.00	\$50,011.00	\$50,011.00	\$ 50,011.00	\$50,000.00
Ag Inspector		\$5,100.00	\$5,100.00	\$4,500.00	\$4,500.00	\$ 4,500.00	\$4,800.00
Total from County (all sources)		\$ 153,152.00	\$ 153,152.00	\$ 152,552.00	\$ 139,352.00	\$ 131,060.00	\$ 131,349.00
State LCWP		\$13,888.00	\$13,888.00	\$13,888.00	\$13,888.00	\$ 13,888.00	\$13,888.00
State WCA		\$8,310.00	\$8,310.00	\$8,310.00	\$8,310.00	\$ 8,310.00	\$8,310.00
SWCD Capacity		\$100,000.00	\$120,000.00	\$119,000.00	\$126,000.00	\$ 110,000.00	\$139,800.00
State/County matching funds		\$25,000.00	\$25,000.00	\$25,000.00	\$26,300.00	\$ 26,300.00	\$26,300.00
Aquatic Invasive Species (AIS)							
AIS education/prevention		\$27,681.20	\$27,681.20	\$27,681.20	\$27,681.20	\$ 27,200.00	\$27,200.00
AIS inspections		\$166,087.20	\$166,087.20	\$166,087.20	\$166,087.20	\$ 165,000.00	\$165,000.00
AIS enforcement		24,376.84	24,376.84	24,376.84	\$24,376.84	\$ 23,000.00	\$23,000.00
AIS emergency response		\$8,304.36	\$8,304.36	\$8,304.36	\$8,304.36	\$ 8,200.00	\$8,200.00
AIS decontamination		\$8,840.60	\$8,840.60	\$8,840.60	\$8,840.60	\$ 8,400.00	\$8,400.00
AIS maintenance fund		\$13,840.60	\$13,840.60	\$13,840.60	\$13,840.60	\$ 13,000.00	\$13,000.00
AIS admin/coordination/rent		\$27,681.20	\$27,681.20	\$27,681.20	\$27,681.20	\$ 31,592.00	\$31,592.00
WRAPS GR		\$40,000.00	\$15,000.00	\$15,000.00		\$ -	
Mille Laes CWF							
Riparian Stewardship		\$15,000.00	\$15,000.00	\$14,000.00		\$ 8,000.00	\$6,000.00
BWSR Project Grants		\$4,141.00	\$4,200.00	\$4,200.00	\$4,200.00	\$ 3,500.00	\$4,141.00
BWSR Service Grants		\$20,212.00	\$20,212.00	\$20,212.00	\$20,212.00	\$ 20,000.00	\$20,212.00
Tullibee Lakeshed Stewardship		\$4,000.00	\$4,000.00	\$4,000.00			
Tree Sales		\$3,500.00	\$4,200.00	\$4,000.00	\$4,000.00	\$ 4,000.00	\$4,000.00
CAP Stewardship		\$10,000.00	\$10,000.00	\$10,000.00			
Tree Planter		\$150.00	\$150.00	\$200.00	\$200.00	\$ 200.00	\$200.00
Observation Well		\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$ 1,200.00	\$720.00
Truax Drill		\$1,100.00	\$1,200.00	\$1,000.00	\$1,100.00	\$ 1,100.00	\$1,200.00
Interest Earnings		\$100.00	\$150.00	\$150.00	\$150.00	\$ 150.00	\$150.00
Cash Stewardship Plan		\$5,000.00	\$5,000.00	\$5,000.00		\$ 2,500.00	\$2,000.00
Eco-footprint grant		\$50,000.00					
Dept of Ag Weed grant						\$ 5,000.00	
FSC-Forest Certification		\$2,000.00	\$2,000.00	\$2,100.00	\$2,000.00	\$ 1,500.00	\$1,500.00
Farm Bill Biologist		\$45,000.00	\$45,000.00	\$55,000.00	\$55,000.00		
Regional Forester			\$ 105,000.00	\$ 95,630.00	\$ 50,000.00	\$ -	
CWF protecting Cisco lakes						\$ 10,000.00	\$ 6,034.00
Mississippi WRAPS GR			\$ 3,500.00	\$ 3,800.00	\$ 3,800.00	\$ -	
Native Plant Sale		1500	\$1,500.00	\$1,500.00		\$ 1,500.00	\$ 1,500.00
Misc. Income (wild rice)		\$10,000.00				\$ 10,000.00	\$ 12,000.00
Ag buffer program			\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 27,000.00	\$ 20,000.00
Total Revenue		\$790,065.00	\$864,474.00	\$862,554.00	\$762,524.00	\$661,600.00	\$675,696.00

Aitkin County Soil & Water Conservation Income Statement

Expenses	notes:	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget
Supervisor's Compensation		\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00	\$ 11,000.00	\$12,500.00
Employee Salary		\$245,650.00	\$258,500.00	\$266,255.00	\$289,443.00	\$ 298,126.00	\$340,970.00
Employers FICA and Medicare		\$16,500.00	\$17,000.00	\$17,300.00	\$17,600.00	\$ 17,700.00	\$19,408.00
Employers PERA Contribution		\$14,400.00	\$14,800.00	\$15,100.00	\$15,400.00	\$ 15,600.00	\$17,000.00
Taxable Fringe		\$15,200.00	\$15,200.00	\$15,200.00			
Employers DCP Contribution		\$200.00	\$200.00	\$200.00	\$240.00	\$ 290.00	\$350.00
Supervisor's Expenses		\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$ 4,800.00	\$5,000.00
Employee Expenses		\$2,600.00	\$2,800.00	\$2,800.00	\$2,800.00	\$ 3,000.00	\$2,200.00
Rent		\$13,200.00	\$13,200.00	\$13,200.00			
Professional Services		\$6,800.00	\$6,800.00	\$6,800.00	\$7,000.00	\$ 7,300.00	\$7,600.00
Fees and Dues		\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$ 4,200.00	\$4,200.00
Vehicle Expenses		\$4,500.00	\$4,700.00	\$4,700.00	\$4,800.00	\$ 4,900.00	\$5,300.00
Capitol Outlay		\$2,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$ -	
Education and Promotion		\$400.00	\$400.00	\$400.00	\$400.00	\$ 400.00	\$400.00
Insurance		\$6,600.00	\$6,800.00	\$6,800.00	\$8,000.00	\$ 8,000.00	\$8,000.00
Office Supplies & Maintenance		\$2,800.00	\$3,000.00	\$3,000.00	\$3,000.00	\$ 3,000.00	\$3,000.00
Postage		\$1,400.00	\$1,500.00	\$1,500.00	\$1,600.00	\$ 1,600.00	\$1,600.00
cell phone costs		\$3,400.00	\$3,600.00	\$3,600.00	\$3,800.00	\$ 3,000.00	\$0.00
State Cost share Projects		\$3,300.00	\$3,300.00	\$3,300.00	\$3,300.00	\$ 3,300.00	\$3,300.00
Local Comp. Water Mgmt. Plan		\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$ 2,500.00	\$2,500.00
Aquatic Invasive Species (AIS)							
AIS education/prevention		\$27,681.20	\$27,681.20	\$27,681.20	\$27,681.20	\$ 27,200.00	\$27,200.00
AIS inspections		\$166,087.20	\$166,087.20	\$166,087.20	\$166,087.20	\$ 165,000.00	\$165,000.00
AIS enforcement		\$19,376.84	\$19,376.84	\$19,376.84	\$19,376.84	\$ 23,000.00	\$23,000.00
AIS emergency response		\$8,304.36	\$8,304.36	\$8,304.36	\$8,304.36	\$ 8,200.00	\$8,200.00
AIS decontamination		\$13,840.60	\$13,840.60	\$13,840.60	\$13,840.60	\$ 8,400.00	\$8,400.00
AIS maintenance fund		\$13,840.60	\$13,840.60	\$13,840.60	\$13,840.60	\$ 13,000.00	\$13,000.00
AIS admin/coordination/rent						\$ -	
WRAPS GR		\$30,000.00	\$1,000.00	\$1,000.00		\$ -	
FSC-Forest Certification		\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$ 4,800.00	\$4,800.00
Tree Expenses		\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$ 3,000.00	\$3,000.00
Tree Planter Expense		\$200.00	\$200.00	\$200.00	\$200.00	\$ 200.00	\$200.00
Truax Drill Expense		\$400.00	\$400.00	\$400.00	\$400.00	\$ 400.00	\$400.00
Website		\$600.00	\$600.00	\$600.00	\$600.00	\$ 700.00	\$700.00
Well Sealing		\$1,200.00				\$ 1,800.00	\$1,800.00
Farm Bill Biologist		\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00		
Regional Forester		\$47,300.00	\$49,000.00	\$49,000.00			
Native Plant Sale		\$1,400.00	\$1,400.00	\$1,400.00	\$1,400.00	\$ 1,400.00	\$1,400.00
Expenses related to capacity cost-share			\$80,000.00	\$75,701.00	\$ 50,910.20	\$ 30,366.00	\$ 18,195.00
Ag Buffer			\$ 25,000.00	\$ 25,000.00	25000		
Total Expenses		\$750,180.80	\$836,030.80	\$840,086.80	\$762,524.00	\$676,182.00	\$708,623.00
Operating Income (Loss)		\$39,884.20	\$28,443.20	\$22,467.20	\$0.00	-\$14,582.00	-\$32,927.00

By Commissioner:

2022 ACSW and Snake River Watershed Appropriations

BE IT RESOLVED, that the budget and appropriation in the amount of \$131,349 be set for 2022 for the Aitkin County Soil and Water Conservation District (\$81,349 from the General Revenue Fund and \$50,000 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

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

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 day of December, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this _____ day of December, 2021

Aitkin County



USER-SELECTED BUDGET REPORT

Options: 1 = Budget Amount, 2 = Yearly Amount, 3 = Dashed Lines, 4 = Estimated Annual

Page Break Option: 1 1 - Page Break by FUND

Column Selection: 1 0 0 0 0

2 - Page Break by DEPT

3 - Page Break by PROGRAM

4 - Page Break by SERVICE

Column Headings: PROPOS
2022

Line Spacing: 1 1 - Single Spaced

2 - Double Spaced

Year:

Months:

Print Subtotal By FUND Y

Print Subtotal By DEPT Y

Print Subtotal By PROGRAM N

Print Subtotal By SERVICE N

Print Subtotal By Object Range N

Report Basis 1 1 - Cash
2 - Modified Accrual
3 - Full Accrual

Include on the Report: 1 1 - All G/L Accounts

2 - Only G/L Accounts with Budget
Amts.

3 - Only G/L Accounts without Budget
Amts.

4 - Only Budget Accounts with zero
Amts.

5 - Only Active G/L Accounts

Include Zero Dollar Accts: N

Round Amounts: Y

Save Report: N

Comment:

Aitkin County

USER-SELECTED BUDGET REPORT



<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
001 DEPT Commissioners		
01-001-000-0000-6101	Salaries	173,576
01-001-000-0000-6108	Meals (Not Overnight)	100
01-001-000-0000-6124	Medicare-Employer 1.45%	2,517
01-001-000-0000-6148	Employer Deduct Contribution-HSA	8,780
01-001-000-0000-6150	Health Insurance-Employer	41,989
01-001-000-0000-6152	Life Insurance-Employer	555
01-001-000-0000-6162	Pera-Dcp 5%	8,679
01-001-000-0000-6168	NACO Deferred Comp ER in Lieu Hea	5,500
01-001-000-0000-6230	Printing, Publishing & Adv	3,000
01-001-000-0000-6241	Registration Fee	6,000
01-001-000-0000-6250	Telephone	2,000
01-001-000-0000-6330	Transportation/Travel/Parking	9,000
01-001-000-0000-6332	Hotel / Motel Lodging	6,500
01-001-000-0000-6340	Meals (Overnight)	500
01-001-000-0000-6352	Insurance	1,445
01-001-000-0000-6353	Workers Compensation Insurance	381
01-001-000-0000-6405	Office Supplies	1,500
DEPT 001 Commissioners	Revenue	0
	Expend.	272,022
	Net	272,022
012 DEPT Court Administration		
01-012-000-0000-5603	Child Support Motion Fee	100 -
01-012-000-0000-5840	Misc Receipts	5,000 -
01-012-000-0000-6205	Postage	1,000
01-012-000-0000-6232	Attorney Services	80,000
01-012-000-0000-6252	Witnesses	5,000
01-012-000-0000-6625	Capital - Office & Other Equipment	5,000
DEPT 012 Court Administration	Revenue	5,100 -
	Expend.	91,000
	Net	85,900
040 DEPT Auditor		
01-040-000-0000-5076	Judgement Costs	16,000 -
01-040-000-0000-5081	Mortgage Registry-3%	10,000 -
01-040-000-0000-5115	Auctioneers Licenses	140 -
01-040-000-0000-5116	1/2 Beer License	150 -

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-040-000-0000-5119	Liquor Licenses	50,000 -
01-040-000-0000-5132	Cigarette License Fees	1,500 -
01-040-000-0000-5517	Fees For Services	2,000 -
01-040-000-0000-5590	Auditor Fee-Clerical FTS Sales & Fees	30,000 -
01-040-000-0000-5840	Misc Receipts	500 -
01-040-000-0000-5868	TinT Rmb From Schools/City/Town	6,400 -
01-040-000-0000-6101	Salaries-Full Time	350,952
01-040-000-0000-6108	Meals (Not Overnight)	100
01-040-000-0000-6109	Overtime-Salaries	3,000
01-040-000-0000-6124	Medicare-Employer 1.45%	5,089
01-040-000-0000-6148	Employer Deduct Contribution-HSA	12,790
01-040-000-0000-6150	Health Insurance-Employer	42,685
01-040-000-0000-6152	Life Insurance-Employer	339
01-040-000-0000-6154	Long Term Disability-Employer	957
01-040-000-0000-6159	PERA 7.50%	26,321
01-040-000-0000-6165	Fica-Employer 6.20%	21,759
01-040-000-0000-6205	Postage	10,000
01-040-000-0000-6208	Training/Education	500
01-040-000-0000-6230	Printing, Publishing & Adv	45,000
01-040-000-0000-6231	Services, Labor, Contracts	42,000
01-040-000-0000-6240	Membership/Dues/Association Fees	360
01-040-000-0000-6241	Registration Fee	1,000
01-040-000-0000-6250	Telephone	454
01-040-000-0000-6330	Transportation/Travel/Parking	800
01-040-000-0000-6332	Hotel / Motel Lodging	1,500
01-040-000-0000-6340	Meals (Overnight)	100
01-040-000-0000-6352	Insurance	1,445
01-040-000-0000-6353	Workers Compensation Insurance	528
01-040-000-0000-6405	Office Supplies	6,700
01-040-000-0000-6511	Gas And Oil	100
01-040-000-0000-6590	Repair & Maintenance Supplies	100
01-040-021-0000-5504	G & F License Fee	2,000 -
01-040-021-0000-5522	Motor Vehicle License/Tab Fees	152,000 -
01-040-021-0000-5523	DNR/License Tab Fees	18,500 -
01-040-021-0000-5840	Misc Receipts	1,000 -
01-040-021-0000-6101	Salaries-Full Time	131,637
01-040-021-0000-6108	Meals (Not Overnight)	50

Aitkin County

USER-SELECTED BUDGET REPORT



<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-040-021-0000-6109	Overtime-Salaries	1,000
01-040-021-0000-6124	Medicare-Employer 1.45%	1,909
01-040-021-0000-6148	Employer Deduct Contribution-HSA	9,780
01-040-021-0000-6150	Health Insurance-Employer	52,238
01-040-021-0000-6152	Life Insurance-Employer	333
01-040-021-0000-6154	Long Term Disability-Employer	346
01-040-021-0000-6159	PERA 7.50%	9,873
01-040-021-0000-6165	Fica-Employer 6.20%	8,162
01-040-021-0000-6205	Postage	2,000
01-040-021-0000-6230	Printing, Publishing & Adv	350
01-040-021-0000-6231	Services, Labor, Contracts	1,000
01-040-021-0000-6241	Registration Fee	260
01-040-021-0000-6250	Telephone	500
01-040-021-0000-6352	Insurance	867
01-040-021-0000-6353	Workers Compensation Insurance	193
01-040-021-0000-6405	Office Supplies	2,500
01-040-021-0000-6625	Capital - Office & Other Equipment	1,000
DEPT 040	Auditor	Revenue 290,190 -
		Expend. 798,577
		Net 508,387
041	DEPT Internal Audit	
01-041-000-0000-6231	Services, Labor, Contracts	78,400
DEPT 041	Internal Audit	Revenue 0
		Expend. 78,400
		Net 78,400
042	DEPT Treasurer	
01-042-000-0000-5079	3% State Deed Tax	8,000 -
01-042-000-0000-5524	Handling Fee (Nfs Check)	400 -
01-042-000-0000-5840	Misc Receipts	18,000 -
01-042-000-0000-5868	TinT Rmb From Schools/City/Town	2,000 -
01-042-000-0000-6101	Salaries-Full Time	187,448
01-042-000-0000-6108	Meals (Not Overnight)	100
01-042-000-0000-6109	Overtime-Salaries	500
01-042-000-0000-6124	Medicare-Employer 1.45%	2,718
01-042-000-0000-6148	Employer Deduct Contribution-HSA	9,780
01-042-000-0000-6150	Health Insurance-Employer	49,403

Aitkin County

USER-SELECTED BUDGET REPORT



<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-042-000-0000-6152	Life Insurance-Employer	261
01-042-000-0000-6154	Long Term Disability-Employer	515
01-042-000-0000-6159	PERA 7.50%	14,059
01-042-000-0000-6165	Fica-Employer 6.20%	11,622
01-042-000-0000-6205	Postage	13,000
01-042-000-0000-6231	Services, Labor, Contracts	15,000
01-042-000-0000-6240	Membership/Dues/Association Fees	400
01-042-000-0000-6241	Registration Fee	500
01-042-000-0000-6250	Telephone	200
01-042-000-0000-6330	Transportation/Travel/Parking	600
01-042-000-0000-6332	Hotel / Motel Lodging	1,400
01-042-000-0000-6340	Meals (Overnight)	100
01-042-000-0000-6352	Insurance	867
01-042-000-0000-6353	Workers Compensation Insurance	284
01-042-000-0000-6405	Office Supplies	13,000
01-042-000-0000-6511	Gas And Oil	50
DEPT 042 Treasurer		Revenue 28,400 -
		Expend. 321,807
		Net 293,407
043 DEPT Assessor		
01-043-000-0000-5526	Assessor Township Assessment	160,677 -
01-043-000-0000-5840	Misc Receipts	10,500 -
01-043-000-0000-6101	Salaries-Full Time	557,538
01-043-000-0000-6108	Meals (Not Overnight)	300
01-043-000-0000-6109	Overtime-Salaries	100
01-043-000-0000-6124	Medicare-Employer 1.45%	8,085
01-043-000-0000-6148	Employer Deduct Contribution-HSA	27,960
01-043-000-0000-6150	Health Insurance-Employer	124,747
01-043-000-0000-6152	Life Insurance-Employer	911
01-043-000-0000-6154	Long Term Disability-Employer	1,515
01-043-000-0000-6159	PERA 7.50%	41,816
01-043-000-0000-6165	Fica-Employer 6.20%	34,568
01-043-000-0000-6205	Postage	6,500
01-043-000-0000-6208	Training/Education	9,000
01-043-000-0000-6230	Printing, Publishing & Adv	6,500
01-043-000-0000-6231	Services, Labor, Contracts	3,000

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			2022
	<u>Account Number</u>	<u>Account Description</u>	
	01-043-000-0000-6240	Dues & License Renewal	2,300
	01-043-000-0000-6250	Telephone	5,800
	01-043-000-0000-6272	Physical Examinations	300
	01-043-000-0000-6302	Vehicle Maintenance	2,500
	01-043-000-0000-6330	Transportation/Travel/Parking	800
	01-043-000-0000-6332	Hotel / Motel Lodging	6,000
	01-043-000-0000-6340	Meals (Overnight)	1,500
	01-043-000-0000-6352	Insurance	5,598
	01-043-000-0000-6353	Workers Compensation Insurance	5,542
	01-043-000-0000-6359	Wrecker Service	200
	01-043-000-0000-6374	Auto & Trailer License	100
	01-043-000-0000-6405	Office Supplies	7,000
	01-043-000-0000-6511	Gas And Oil	6,000
DEPT	043	Assessor	
		Revenue	171,177 -
		Expend.	866,180
		Net	695,003
044	DEPT	Central Services	
	01-044-000-0000-5403	Cost Allocation Reimbursement	185,000 -
	01-044-000-0000-5791	Interest Income	150,000 -
	01-044-000-0000-5840	Misc Receipts	1,000 -
	01-044-000-0000-5841	Mcit Dividend	25,170 -
	01-044-000-0000-5947	Planned Use of Fund Balance	300,000 -
	01-044-000-0000-6231	Services, Labor, Contracts	100,000
	01-044-000-0000-6352	Insurance	49,574
	01-044-000-0000-6841	Ambulance Appropriations	42,000
	01-044-000-0000-6844	MN Rural Counties Caucus	2,300
	01-044-000-0000-6845	Assoc of MN Counties	11,042
	01-044-000-0000-6846	Arrowhead Counties Appropriations	2,750
	01-044-000-0000-6847	Support within Reach	1,500
	01-044-000-0000-6849	ANGELS Appropriations	3,631
	01-044-100-0000-5001	Property Taxes - Current	9,801,772 -
	01-044-100-0000-5060	Mobile Home-Current	11,000 -
	01-044-100-0000-5065	Severed Mineral-Current	5,000 -
	01-044-100-0000-5067	Industrial Minerals-Current	500 -
	01-044-100-0000-5070	Penalty - Current	32,000 -
	01-044-100-0000-5071	Penalty & Interest - Delinquent	55,000 -

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			2022
<u>Account Number</u>	<u>Account Description</u>		
01-044-100-0000-5210	County Program Aid		835,689 -
01-044-100-0000-5251	In Lieu Apportionments & Receipts		1,200,000 -
01-044-100-0000-5252	Forf Tax Sales Apportionment		150,000 -
01-044-100-0000-6800	Tax Abatements		20,000
01-044-904-0000-6231	Flex Services, Labor, Etc		5,000
DEPT 044	Central Services	Revenue	12,752,131 -
		Expend.	237,797
		Net	12,514,334 -
045	DEPT Motor Pool		
01-045-000-0000-5840	Misc Receipts		48,000 -
01-045-000-0000-6231	Services, Labor, Contracts		2,670
01-045-000-0000-6302	Vehicle Maintenance		3,000
01-045-000-0000-6352	Insurance		4,811
01-045-000-0000-6374	Auto & Trailer License		200
01-045-000-0000-6512	Car Equipment		500
DEPT 045	Motor Pool	Revenue	48,000 -
		Expend.	11,181
		Net	36,819 -
049	DEPT Information Technologies		
01-049-000-0000-5525	Label & Listing Sales		1,500 -
01-049-000-0000-5947	Planned Use of Fund Balance		20,000 -
01-049-000-0000-6101	Salaries-Full Time		334,277
01-049-000-0000-6108	Meals (Not Overnight)		100
01-049-000-0000-6124	Medicare-Employer 1.45%		4,847
01-049-000-0000-6148	Employer Deduct Contribution-HSA		12,790
01-049-000-0000-6150	Health Insurance-Employer		42,685
01-049-000-0000-6152	Life Insurance-Employer		339
01-049-000-0000-6154	Long Term Disability-Employer		920
01-049-000-0000-6159	PERA 7.50%		25,071
01-049-000-0000-6165	Fica-Employer 6.20%		20,725
01-049-000-0000-6205	Postage		100
01-049-000-0000-6208	Training/Education		9,860
01-049-000-0000-6231	Programming, Services, Contracts		233,560
01-049-000-0000-6250	Telephone		720
01-049-000-0000-6330	Transportation/Travel/Parking		1,000
01-049-000-0000-6332	Hotel / Motel Lodging		1,000

Aitkin County



USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

			PROPOSED
			<u>2022</u>
	<u>Account Number</u>	<u>Account Description</u>	
	01-049-000-0000-6340	Meals (Overnight)	300
	01-049-000-0000-6352	Insurance	1,445
	01-049-000-0000-6353	Workers Compensation Insurance	501
	01-049-000-0000-6402	Computer/Technology Supplies	6,500
	01-049-000-0000-6405	Office Supplies (Non Computer)	1,500
	01-049-000-0000-6625	Capital - Office & Other Equipment	24,000
DEPT	049	Information Technologies	Revenue 21,500 -
			Expend. 722,240
			Net 700,740
052	DEPT	Administration	
	01-052-000-0000-6101	Salaries-Full Time	137,434
	01-052-000-0000-6108	Meals (Not Overnight)	75
	01-052-000-0000-6124	Medicare-Employer 1.45%	1,993
	01-052-000-0000-6148	Employer Deduct Contribution-HSA	4,890
	01-052-000-0000-6150	Health Insurance-Employer	23,284
	01-052-000-0000-6152	Life Insurance-Employer	167
	01-052-000-0000-6154	Long Term Disability-Employer	367
	01-052-000-0000-6159	PERA 7.50%	10,308
	01-052-000-0000-6165	Fica-Employer 6.20%	8,521
	01-052-000-0000-6205	Postage	200
	01-052-000-0000-6231	Services, Labor, Contracts	1,100
	01-052-000-0000-6232	Attorney Services	9,000
	01-052-000-0000-6240	Membership/Dues/Association Fees	1,300
	01-052-000-0000-6241	Registration Fee	2,000
	01-052-000-0000-6250	Telephone	1,020
	01-052-000-0000-6330	Transportation/Travel/Parking	1,000
	01-052-000-0000-6332	Hotel / Motel Lodging	1,500
	01-052-000-0000-6340	Meals(Overnight)	200
	01-052-000-0000-6352	Insurance	722
	01-052-000-0000-6353	Workers Compensation Insurance	231
	01-052-000-0000-6405	Office Supplies	2,500
	01-052-000-0000-6511	Gas And Oil	50
DEPT	052	Administration	Revenue 0
			Expend. 207,862
			Net 207,862
053	DEPT	Human Resources	

Aitkin County

USER-SELECTED BUDGET REPORT



<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-053-000-0000-6101	Salaries-Full Time	227,885
01-053-000-0000-6108	Meals (Not Overnight)	100
01-053-000-0000-6124	Medicare-Employer 1.45%	3,305
01-053-000-0000-6148	Employer Deduct Contribution-HSA	9,900
01-053-000-0000-6150	Health Insurance Employer	34,228
01-053-000-0000-6152	Life Insurance-Employer	389
01-053-000-0000-6154	Long Term Disability-Employer	612
01-053-000-0000-6159	PERA 7.50%	17,092
01-053-000-0000-6165	Fica-Employer	14,129
01-053-000-0000-6199	Employee Recognition	2,500
01-053-000-0000-6205	Postage	600
01-053-000-0000-6208	Training/Education	6,800
01-053-000-0000-6230	Printing, Publishing & Adv	4,000
01-053-000-0000-6231	Services, Labor, Contracts	15,000
01-053-000-0000-6232	Attorney Services	8,000
01-053-000-0000-6234	Background Check Fees	4,000
01-053-000-0000-6240	Membership/Dues/Association Fees	500
01-053-000-0000-6241	Registration Fee	1,500
01-053-000-0000-6250	Telephone	1,000
01-053-000-0000-6330	Transportation/Travel/Parking	500
01-053-000-0000-6332	Hotel / Motel Lodging	800
01-053-000-0000-6340	Meals (Overnight)	100
01-053-000-0000-6352	Insurance-Vehicles/Equipment/Liability	723
01-053-000-0000-6353	Workers Compensation Insurance	332
01-053-000-0000-6405	Office Supplies	4,000
01-053-000-0000-6511	Gas And Oil	100
DEPT 053	Human Resources	Revenue 0
		Expend. 358,095
		Net 358,095
060	DEPT Elections	
01-060-000-0000-5521	Election Filing Fees	500 -
01-060-000-0000-5840	Misc Receipts	500 -
01-060-000-0000-5947	Planned Use of Fund Balance	100,000 -
01-060-000-0000-6101	Salaries-Full Time	11,000
01-060-000-0000-6102	Salaries-Part Time	7,000
01-060-000-0000-6108	Meals(Not Overnight)	50

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USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

		PROPOSED	
<u>Account Number</u>		<u>Account Description</u>	<u>2022</u>
	01-060-000-0000-6109	Overtime-Salaries	10,000
	01-060-000-0000-6124	Medicare-Employer 1.45%	406
	01-060-000-0000-6159	PERA 7.50%	2,100
	01-060-000-0000-6165	Fica-Employer 6.20%	1,736
	01-060-000-0000-6205	Postage	36,000
	01-060-000-0000-6208	Training/Education	250
	01-060-000-0000-6230	Printing, Publishing & Adv	10,000
	01-060-000-0000-6231	Services, Labor, Contracts	25,000
	01-060-000-0000-6353	Workers Compensation Insurance	26
	01-060-000-0000-6405	Office Supplies	4,000
	01-060-000-0000-6406	Ballots & Programming	90,500
DEPT 060	Elections	Revenue	101,000 -
		Expend.	198,068
		Net	97,068
090 DEPT	Attorney		
	01-090-000-0000-5512	Costs Of Prosecution	17,482 -
	01-090-000-0000-5527	Asst Co Atty & Sec Fees	46,294 -
	01-090-000-0000-5612	Drug & Forfeiture Ms387.213	12,969 -
	01-090-000-0000-5840	Misc Receipts	2,251 -
	01-090-000-0000-6101	Salaries-Full Time	836,778
	01-090-000-0000-6102	Salaries-Part Time	8,301
	01-090-000-0000-6108	Meals Reimbursed (Taxable)	50
	01-090-000-0000-6109	Overtime-Salaries	4,000
	01-090-000-0000-6124	Medicare-Employer 1.45%	12,312
	01-090-000-0000-6148	Employer Deduct Contribution-HSA	27,600
	01-090-000-0000-6150	Health Insurance-Employer	129,497
	01-090-000-0000-6152	Life Insurance-Employer	1,038
	01-090-000-0000-6154	Long Term Disability-Employer	2,278
	01-090-000-0000-6156	ID Theft Protection	616
	01-090-000-0000-6159	PERA 7.50%	63,059
	01-090-000-0000-6165	Fica-Employer 6.20%	52,643
	01-090-000-0000-6205	Postage	2,324
	01-090-000-0000-6208	Training/Education	5,000
	01-090-000-0000-6213	Drug & Forfeiture Ms387.213	2,020
	01-090-000-0000-6230	Printing, Publishing & Adv	196
	01-090-000-0000-6231	Services, Labor, Contracts	2,798

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
		<u>Account Number</u>	<u>Account Description</u>
			<u>2022</u>
		01-090-000-0000-6232	Attorney Services 1,000
		01-090-000-0000-6233	Court Reporter Services 262
		01-090-000-0000-6234	Co Sheriff Services 3,083
		01-090-000-0000-6239	Computer Research 22,149
		01-090-000-0000-6240	Membership/Dues/Association Fees 8,379
		01-090-000-0000-6250	Telephone 4,467
		01-090-000-0000-6252	Witness/Expert Witness & Travel Expe 1,000
		01-090-000-0000-6260	Professional Consulting 1,000
		01-090-000-0000-6272	Physical Examinations 200
		01-090-000-0000-6330	Transportation/Travel/Parking 1,200
		01-090-000-0000-6332	Hotel / Motel Lodging 328
		01-090-000-0000-6333	Crt.Related Travel Expenses 296
		01-090-000-0000-6340	Meals (Overnight) 30
		01-090-000-0000-6352	Insurance 2,890
		01-090-000-0000-6353	Workers Compensation Insurance 757
		01-090-000-0000-6405	Office Supplies 13,501
		01-090-000-0000-6406	Law Publ. & Subscriptions 20,294
		01-090-000-0000-6625	Capital - Office & Other Equipment 10,521
DEPT	090	Attorney	Revenue 78,996 -
			Expend. 1,241,867
			Net 1,162,871
100	DEPT	Recorder	
		01-100-000-0000-5529	County Recorder Fees 90,500 -
		01-100-000-0000-5840	Misc Receipts 15,000 -
		01-100-000-0000-6101	Salaries-Full Time 226,364
		01-100-000-0000-6109	Overtime-Salaries 1,500
		01-100-000-0000-6124	Medicare-Employer 1.45% 3,304
		01-100-000-0000-6148	Employer Deduct Contribution-HSA 13,040
		01-100-000-0000-6150	Health Insurance-Employer 64,925
		01-100-000-0000-6152	Life Insurance-Employer 444
		01-100-000-0000-6154	Long Term Disability-Employer 623
		01-100-000-0000-6157	Retiree Health 6,145
		01-100-000-0000-6159	PERA 7.50% 17,090
		01-100-000-0000-6165	Fica-Employer 6.20% 14,128
		01-100-000-0000-6205	Postage 2,000
		01-100-000-0000-6208	Training/Education 500

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USER-SELECTED BUDGET REPORT



Report Basis: Cash

		PROPOSED	
		2022	
<u>Account Number</u>	<u>Account Description</u>		
01-100-000-0000-6230	Printing, Publishing & Adv		600
01-100-000-0000-6231	Services, Labor, Contracts		4,000
01-100-000-0000-6240	Membership/Dues/Association Fees		500
01-100-000-0000-6241	Registration Fee		1,000
01-100-000-0000-6250	Telephone		600
01-100-000-0000-6301	Rentals		300
01-100-000-0000-6311	Sales Tax		1,800
01-100-000-0000-6330	Transportation/Travel/Parking		1,000
01-100-000-0000-6332	Hotel / Motel Lodging		3,000
01-100-000-0000-6340	Meals (Overnight)		500
01-100-000-0000-6352	Insurance		867
01-100-000-0000-6353	Workers Compensation Insurance		279
01-100-000-0000-6405	Office Supplies		4,000
01-100-000-0000-6511	Gas And Oil		100
01-100-195-0000-5529	Recorder Fees-Land Records Compli		55,000 -
01-100-195-0000-6231	Services, Labor, Contracts-Land Reco		55,000
01-100-196-0000-5529	Recorder Fees-Recorder's Tech Fund		50,000 -
01-100-196-0000-6231	Services, Labor, Contracts-Recorder's		25,000
01-100-196-0000-6625	Office & Other Equipment-Recorder's		25,000
DEPT 100	Recorder	Revenue	210,500 -
		Expend.	473,609
		Net	263,109
110	DEPT Courthouse Maintenance		
01-110-000-0000-6101	Salaries-Full Time		240,332
01-110-000-0000-6109	Overtime-Salaries		1,500
01-110-000-0000-6124	Medicare-Employer 1.45%		3,485
01-110-000-0000-6148	Employer Deduct Contribution-HSA		14,930
01-110-000-0000-6150	Health Insurance-Employer		67,386
01-110-000-0000-6152	Life Insurance-Employer		611
01-110-000-0000-6154	Long Term Disability-Employer		657
01-110-000-0000-6159	PERA 7.50%		18,026
01-110-000-0000-6165	Fica-Employer 6.20%		14,901
01-110-000-0000-6208	Training/Education		800
01-110-000-0000-6231	Services, Labor, Contracts		45,000
01-110-000-0000-6250	Telephone		850
01-110-000-0000-6254	Utilities-Gas and Electric		75,000

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 01 FUND General Fund

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USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			<u>2022</u>
<u>Account Number</u>	<u>Account Description</u>		
01-110-000-0000-6255	Garbage		8,200
01-110-000-0000-6271	Inspection Fees		1,150
01-110-000-0000-6272	Physical Examinations		150
01-110-000-0000-6330	Transportation/Travel/Parking		200
01-110-000-0000-6352	Insurance		1,892
01-110-000-0000-6353	Workers Compensation Insurance		5,748
01-110-000-0000-6374	Auto & Trailer License		25
01-110-000-0000-6405	Office Supplies		150
01-110-000-0000-6422	Janitorial Supplies		8,000
01-110-000-0000-6511	Gas And Oil		700
01-110-000-0000-6610	Equipment		6,000
DEPT 110	Courthouse Maintenance	Revenue	0
		Expend.	515,693
		Net	515,693
111	DEPT Buildings		
01-111-000-0000-6480	Small Furniture/Equipment		7,000
01-111-000-0000-6605	Building & Structure Related Expendit.		70,000
DEPT 111	Buildings	Revenue	0
		Expend.	77,000
		Net	77,000
120	DEPT Service Officer		
01-120-000-0000-5301	Co. Veteran Service Grant		10,000 -
01-120-000-0000-5862	VSO Van Reimbursement		3,000 -
01-120-000-0000-6101	Salaries-Full Time		108,803
01-120-000-0000-6124	Medicare-Employer 1.45%		1,578
01-120-000-0000-6148	Employer Deduct Contribution-HSA		3,260
01-120-000-0000-6150	Health Insurance-Employer		15,523
01-120-000-0000-6152	Life Insurance-Employer		111
01-120-000-0000-6154	Long Term Disability-Employer		195
01-120-000-0000-6159	PERA 7.50%		8,160
01-120-000-0000-6165	Fica-Employer 6.20%		6,746
01-120-000-0000-6205	Postage		80
01-120-000-0000-6230	Printing, Publishing & Adv		4,000
01-120-000-0000-6231	Services, Labor, Contracts		750
01-120-000-0000-6240	Membership/Dues/Association Fees		500
01-120-000-0000-6241	Registration Fee		200

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USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			<u>2022</u>
	<u>Account Number</u>	<u>Account Description</u>	
	01-120-000-0000-6250	Telephone	1,650
	01-120-000-0000-6300	Maintenance/Service Contracts	750
	01-120-000-0000-6302	Vehicle Maintenance	1,000
	01-120-000-0000-6330	Transportation/Travel/Parking	1,500
	01-120-000-0000-6332	Hotel / Motel Lodging	1,200
	01-120-000-0000-6340	Meals (Overnight)	150
	01-120-000-0000-6350	Per Diem	5,400
	01-120-000-0000-6352	Insurance	976
	01-120-000-0000-6353	Workers Compensation Insurance	159
	01-120-000-0000-6374	Auto & Trailer License	20
	01-120-000-0000-6405	Office Supplies	1,800
	01-120-000-0000-6511	Gas And Oil	2,500
DEPT	120	Service Officer	
		Revenue	13,000 -
		Expend.	167,011
		Net	154,011
121	DEPT	Housing & Redevelopment	
	01-121-000-0000-6350	Per Diem	2,000
DEPT	121	Housing & Redevelopment	
		Revenue	0
		Expend.	2,000
		Net	2,000
122	DEPT	Planning & Zoning	
	01-122-000-0000-5135	Planning & Zoning Permits	280,000 -
	01-122-000-0000-5302	Shoreland State Grant	10,786 -
	01-122-000-0000-5304	P&Z Wetland Conserv. State Grant	24,930 -
	01-122-000-0000-5305	Riparian Project Aid	10,000 -
	01-122-000-0000-5842	Co Development Funds	25,000 -
	01-122-000-0000-6101	Salaries-Full Time	322,396
	01-122-000-0000-6108	Meals Reimbursed (Taxable)	200
	01-122-000-0000-6109	Overtime-Salaries	1,500
	01-122-000-0000-6124	Medicare-Employer 1.45%	4,698
	01-122-000-0000-6148	Employer Deduct Contribution-HSA	16,670
	01-122-000-0000-6150	Health Insurance-Employer	48,653
	01-122-000-0000-6152	Life Insurance-Employer	621
	01-122-000-0000-6154	Long Term Disability-Employer	877
	01-122-000-0000-6159	PERA 7.50%	23,837
	01-122-000-0000-6165	Fica-Employer 6.20%	20,082

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USER-SELECTED BUDGET REPORT



Report Basis: Cash

		PROPOSED	
<u>Account Number</u>	<u>Account Description</u>		<u>2022</u>
01-122-000-0000-6205	Postage		2,500
01-122-000-0000-6208	Training/Education		4,000
01-122-000-0000-6230	Printing, Publishing & Adv		3,000
01-122-000-0000-6231	Services, Labor, Contracts, Programm		85,000
01-122-000-0000-6240	Membership/Dues/Association Fees		300
01-122-000-0000-6241	Registration Fee		800
01-122-000-0000-6250	Telephone		2,000
01-122-000-0000-6302	Vehicle Maintenance		2,000
01-122-000-0000-6330	Transportation/Travel/Parking		500
01-122-000-0000-6332	Hotel / Motel Lodging		1,000
01-122-000-0000-6340	Meals (Overnight)		300
01-122-000-0000-6350	Per Diem		10,200
01-122-000-0000-6352	Insurance		958
01-122-000-0000-6353	Workers Compensation Insurance		2,077
01-122-000-0000-6405	Office, Film, & Field Supplies		6,000
01-122-000-0000-6511	Gas And Oil		1,800
01-122-000-0000-6800	Miscellaneous(Promotional)		300
01-122-029-0000-5840	MPCA SSTS Base Grant		18,600 -
01-122-038-0000-6330	BOA/PC Mileage		7,000
DEPT 122	Planning & Zoning	Revenue	369,316 -
		Expend.	569,269
		Net	199,953
123	DEPT Coroner		
01-123-000-0000-6231	Coroner Fees		16,500
01-123-000-0000-6260	Autopsies--Pathologist, Xrays, Etc		40,000
01-123-000-0000-6330	Transportation For Autoposy		25,000
DEPT 123	Coroner	Revenue	0
		Expend.	81,500
		Net	81,500
200	DEPT Enforcement		
01-200-000-0000-5307	Police State Aid-State Shared Revenue		145,000 -
01-200-000-0000-5308	Police Officer Training		15,000 -
01-200-000-0000-5310	State Grants-OT Grant		68,138 -
01-200-000-0000-5425	Federal Grants-FEMA		90,374 -
01-200-000-0000-5530	County Sheriff Fees		13,000 -
01-200-000-0000-5532	County Sheriff Mileage		9,000 -

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-200-000-0000-5533	Alarm System	2,500 -
01-200-000-0000-5613	Cost Of Restitution	4,500 -
01-200-000-0000-5813	Sale of Squads	5,000 -
01-200-000-0000-5840	Misc Receipts	140,000 -
01-200-000-0000-5861	Insurance Proceeds/Reimbursements	46,000 -
01-200-000-0000-6101	Salaries-Full Time	1,537,247
01-200-000-0000-6108	Meals Reimbursed (Taxable)	100
01-200-000-0000-6109	Overtime-Salaries	108,000
01-200-000-0000-6110	Holiday Pay	60,000
01-200-000-0000-6124	Medicare-Employer 1.45%	23,856
01-200-000-0000-6148	Employer Deduct Contribution-HSA	9,645
01-200-000-0000-6150	Health Insurance-Employer	314,698
01-200-000-0000-6152	Life Insurance-Employer	1,883
01-200-000-0000-6154	Long Term Disability-Employer	3,906
01-200-000-0000-6156	ID Theft Protection	3,002
01-200-000-0000-6159	PERA	251,436
01-200-000-0000-6165	Fica-Employer 6.20%	31,972
01-200-000-0000-6205	Postage	1,800
01-200-000-0000-6230	Printing, Publishing & Adv	600
01-200-000-0000-6231	Services, Labor, Contracts	28,000
01-200-000-0000-6240	Membership/Dues/Association Fees	5,000
01-200-000-0000-6241	Registration Fee	500
01-200-000-0000-6250	Telephone	22,000
01-200-000-0000-6260	Professional Consulting	1,500
01-200-000-0000-6272	Physical Examinations	1,500
01-200-000-0000-6302	Vehicle Maintenance	45,000
01-200-000-0000-6352	Insurance	69,499
01-200-000-0000-6353	Workers Compensation Insurance	25,331
01-200-000-0000-6359	Wrecker Service	5,000
01-200-000-0000-6374	Auto & Trailer License	100
01-200-000-0000-6405	Office Supplies	8,500
01-200-000-0000-6409	Deputy Supplies	15,000
01-200-000-0000-6410	Clothing Allowance	7,000
01-200-000-0000-6511	Gas And Oil	68,500
01-200-000-0000-6610	Equipment & Radios	50,000
01-200-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	160,000
01-200-000-0000-6625	Capital - Office & Other Equipment	5,000

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USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

			PROPOSED
			2022
<u>Account Number</u>	<u>Account Description</u>		
01-200-000-0000-6630	Miscellaneous Capital Expense		10,000
01-200-003-0000-6241	Registration Fee		8,000
01-200-003-0000-6330	Transportation/Travel/Parking		500
01-200-003-0000-6332	Hotel / Motel Lodging		2,000
01-200-003-0000-6340	Meals (Overnight)		500
01-200-003-0000-6511	Gas And Oil		200
01-200-019-0000-5760	Canine Donations		100 -
01-200-019-0000-6231	Services, Labor, Contracts		3,000
01-200-019-0000-6240	Membership/Dues/Association Fees		100
01-200-019-0000-6332	Hotel / Motel Lodging		300
01-200-019-0000-6409	Supplies		1,000
DEPT 200	Enforcement	Revenue	538,612 -
		Expend.	2,891,175
		Net	2,352,563
202	DEPT Boat & Water		
01-202-000-0000-5310	State Grants-B & W Ppl (OT)		6,375 -
01-202-000-0000-5315	Boat & Water State Grant		22,000 -
01-202-000-0000-5840	Misc Receipts		100 -
01-202-000-0000-6101	Salaries-Full Time		95,327
01-202-000-0000-6109	Overtime-Salaries		7,100
01-202-000-0000-6110	Holiday Pay		741
01-202-000-0000-6124	Medicare-Employer 1.45%		1,383
01-202-000-0000-6150	Health Insurance-Employer		14,700
01-202-000-0000-6152	Life Insurance-Employer		111
01-202-000-0000-6154	Long Term Disability-Employer		186
01-202-000-0000-6159	PERA		11,931
01-202-000-0000-6165	Fica-Employer 6.20%		5,910
01-202-000-0000-6230	Printing, Publishing & Adv		150
01-202-000-0000-6231	Services, Labor, Contracts		2,500
01-202-000-0000-6250	Telephone		400
01-202-000-0000-6254	Utilities-Gas and Electric		300
01-202-000-0000-6272	Physical Examinations		400
01-202-000-0000-6302	B&W Maintenance		4,000
01-202-000-0000-6352	Insurance		2,054
01-202-000-0000-6353	Workers Compensation Insurance		1,030
01-202-000-0000-6374	Auto & Trailer License		150

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 01 FUND General Fund

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USER-SELECTED BUDGET REPORT



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 Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-202-000-0000-6405	Office Supplies	350
01-202-000-0000-6409	Field Supplies	1,000
01-202-000-0000-6410	Clothing Allowance	800
01-202-000-0000-6511	Gas And Oil	4,000
01-202-000-0000-6610	Equipment	3,000
01-202-000-0000-6617	Radio Equipment	1,500
DEPT 202	Boat & Water	Revenue 28,475 -
		Expend. 159,023
		Net 130,548
203 DEPT	Snowmobile	
01-203-000-0000-5315	Snowmobile State Grant	5,946 -
01-203-000-0000-5840	Misc Receipts	30 -
01-203-000-0000-6101	Salaries-Full Time	22,245
01-203-000-0000-6109	Overtime-Salaries	400
01-203-000-0000-6110	Holiday Pay	864
01-203-000-0000-6124	Medicare-Employer 1.45%	323
01-203-000-0000-6150	Health Insurance-Employer	4,831
01-203-000-0000-6152	Life Insurance-Employer	39
01-203-000-0000-6154	Long Term Disability-Employer	66
01-203-000-0000-6156	ID Theft Protection	51
01-203-000-0000-6159	PERA 14.4%	3,937
01-203-000-0000-6231	Services, Labor, Contracts	500
01-203-000-0000-6250	Telephone	320
01-203-000-0000-6302	Vehicle Maintenance	2,500
01-203-000-0000-6353	Workers Compensation Insurance	400
01-203-000-0000-6374	Auto & Trailer License	30
01-203-000-0000-6409	Field Supplies	200
01-203-000-0000-6410	Clothing Allowance	300
01-203-000-0000-6511	Gas And Oil	1,800
01-203-000-0000-6630	Miscellaneous Capital Expense	4,000
DEPT 203	Snowmobile	Revenue 5,976 -
		Expend. 42,806
		Net 36,830
204 DEPT	ATV	
01-204-000-0000-5315	ATV State Grant	12,500 -
01-204-000-0000-6101	Salaries-Full Time	12,810

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

		PROPOSED	
<u>Account Number</u>		<u>Account Description</u>	<u>2022</u>
	01-204-000-0000-6109	Overtime-Salaries	2,100
	01-204-000-0000-6110	Holiday Pay	741
	01-204-000-0000-6124	Medicare-Employer 1.45%	186
	01-204-000-0000-6150	Health Insurance-Employer	2,782
	01-204-000-0000-6152	Life Insurance-Employer	23
	01-204-000-0000-6154	Long Term Disability-Employer	23
	01-204-000-0000-6156	ID Theft Protection	30
	01-204-000-0000-6159	PERA	2,270
	01-204-000-0000-6231	Services, Labor, Contracts	750
	01-204-000-0000-6250	Telephone	165
	01-204-000-0000-6302	Vehicle Maintenance	1,500
	01-204-000-0000-6353	Workers Compensation Insurance	227
	01-204-000-0000-6374	Auto & Trailer License	50
	01-204-000-0000-6409	Field Supplies	400
	01-204-000-0000-6511	Gas And Oil	1,500
DEPT	204	ATV	
		Revenue	12,500 -
		Expend.	25,557
		Net	13,057
252	DEPT	Corrections	
	01-252-000-0000-5530	Corrections Fees	9,000 -
	01-252-000-0000-5532	Transport Inmates	3,000 -
	01-252-000-0000-5535	Board Of Prisoners	165,000 -
	01-252-000-0000-5536	Inmate Medical (Boarding)	4,000 -
	01-252-000-0000-5541	Pay To Stay Incounty Boarding Mn641	40,000 -
	01-252-000-0000-5840	Misc Receipts	2,000 -
	01-252-000-0000-5861	Medical Co Pay From Inmates	1,500 -
	01-252-000-0000-6101	Salaries-Full Time	1,682,228
	01-252-000-0000-6109	Overtime-Salaries	82,500
	01-252-000-0000-6110	Holiday Pay	60,000
	01-252-000-0000-6124	Medicare-Employer 1.45%	24,393
	01-252-000-0000-6148	Employer Deduct Contribution-HSA	21,185
	01-252-000-0000-6150	Health Insurance-Employer	402,254
	01-252-000-0000-6152	Life Insurance-Employer	2,627
	01-252-000-0000-6154	Long Term Disability-Employer	4,020
	01-252-000-0000-6156	ID Theft Protection	77
	01-252-000-0000-6157	Retiree Health	5,121

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-252-000-0000-6159	PERA	139,923
01-252-000-0000-6165	Fica-Employer 6.20%	104,298
01-252-000-0000-6230	Printing, Publishing & Adv	500
01-252-000-0000-6231	Services, Labor, Contracts	60,000
01-252-000-0000-6234	Huber-Electronic Monitor	1,000
01-252-000-0000-6250	Telephone	3,000
01-252-000-0000-6254	Utilities-Gas and Electric	105,000
01-252-000-0000-6260	Prof Counseling - Inmates	1,000
01-252-000-0000-6262	Medical Expenses & Supplies - Inmates	160,000
01-252-000-0000-6267	Unemployment Compensation	1,000
01-252-000-0000-6272	Physical Examinations	1,000
01-252-000-0000-6302	Vehicle Maintenance	4,000
01-252-000-0000-6330	Prisoner Transportation & Travel	6,000
01-252-000-0000-6353	Workers Compensation Insurance	21,154
01-252-000-0000-6374	Auto & Trailer License	50
01-252-000-0000-6405	Office Supplies	10,000
01-252-000-0000-6409	Jail Supplies	3,000
01-252-000-0000-6410	Clothing Allowance	5,000
01-252-000-0000-6418	Groceries	130,000
01-252-000-0000-6420	Food Service Supplies	3,500
01-252-000-0000-6421	Laundry Supplies	300
01-252-000-0000-6422	Janitorial Supplies	33,000
01-252-000-0000-6424	Inmate Supplies	6,300
01-252-000-0000-6511	Gas And Oil	300
01-252-000-0000-6513	Fuel Oil	500
01-252-000-0000-6590	Repair & Maintenance Supplies	40,000
01-252-000-0000-6605	Building & Structure Related Expendit	2,500
01-252-000-0000-6630	Miscellaneous Capital Expense	3,000
01-252-003-0000-6241	School Registration Fee	2,500
01-252-003-0000-6330	School Transportation/Travel/Parking	300
01-252-003-0000-6332	School Hotel / Motel Lodging	2,000
01-252-003-0000-6340	Schooling Meals	500
01-252-003-0000-6511	Gas And Oil	300
DEPT 252	Corrections	
	Revenue	224,500 -
	Expend.	3,135,330
	Net	2,910,830

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USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

			PROPOSED
			2022
Account Number	Account Description		
253	DEPT	Sentence to Serve	
01-253-000-0000-5315		State Grant Funding	37,000 -
01-253-000-0000-5760		Donations	1,500 -
01-253-000-0000-6101		Salaries-Full Time	86,260
01-253-000-0000-6109		Overtime-Salaries	2,500
01-253-000-0000-6124		Medicare-Employer 1.45%	1,250
01-253-000-0000-6148		Employer Deduct Contribution-HSA	1,630
01-253-000-0000-6150		Health Insurance-Employer	23,878
01-253-000-0000-6152		Life Insurance-Employer	167
01-253-000-0000-6154		Long Term Disability-Employer	237
01-253-000-0000-6159		PERA	7,143
01-253-000-0000-6165		Fica-Employer	5,348
01-253-000-0000-6250		Telephone	540
01-253-000-0000-6302		Vehicle Maintenance	4,000
01-253-000-0000-6330		Transportation/Travel/Parking (Own Au	250
01-253-000-0000-6332		Hotel / Motel Lodging	250
01-253-000-0000-6340		Meals (Overnight)	100
01-253-000-0000-6352		Insurance	1,688
01-253-000-0000-6353		Workers Compensation Insurance	1,882
01-253-000-0000-6374		Auto & Trailer License	75
01-253-000-0000-6405		Operating Supplies	4,000
01-253-000-0000-6409		STS Project Supplies	1,000
01-253-000-0000-6511		Gas And Oil	3,600
01-253-000-0000-6590		Repair & Maintenance Supplies	1,500
01-253-000-0000-6610		Equipment	1,500
01-253-000-0000-6630		Miscellaneous Capital Expense	10,000
DEPT 253	Sentence to Serve	Revenue	38,500 -
		Expend.	158,798
		Net	120,298
255	DEPT	General Crime Victim Grant	
01-255-000-0000-5310		Crime Victims State Grant	70,000 -
01-255-000-0000-5840		Misc Receipts	548 -
01-255-000-0000-6101		Salaries-Full Time	56,582
01-255-000-0000-6108		Meals Reimbursed (Taxable)	20
01-255-000-0000-6124		Medicare-Employer 1.45%	820
01-255-000-0000-6148		Employer Deduct Contribution-HSA	3,260

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

		PROPOSED	
<u>Account Number</u>	<u>Account Description</u>	<u>2022</u>	
01-255-000-0000-6150	Health Insurance-Employer	15,523	
01-255-000-0000-6152	Life Insurance-Employer	111	
01-255-000-0000-6154	Long Term Disability-Employer	156	
01-255-000-0000-6159	PERA 7.50%	4,244	
01-255-000-0000-6165	Fica-Employer 6.20%	3,508	
01-255-000-0000-6205	Postage	994	
01-255-000-0000-6208	Staff Development/Training	750	
01-255-000-0000-6230	Printing, Publishing & Adv	500	
01-255-000-0000-6231	Services, Labor, Contracts	1,500	
01-255-000-0000-6250	Telephone	200	
01-255-000-0000-6330	Transportation/Travel/Parking (Own Au	141	
01-255-000-0000-6332	Hotel / Motel Lodging	250	
01-255-000-0000-6340	Meals (Overnight)	30	
01-255-000-0000-6353	Workers Compensation Insurance	123	
01-255-000-0000-6405	Office Supplies	1,577	
01-255-000-0000-6409	Program Supplies	500	
01-255-000-0000-6625	Capital - Office & Other Equipment	722	
01-255-003-0000-6241	Registration Fee/Training	250	
01-255-003-0000-6330	Transportation/Travel/Parking (Own Au	200	
01-255-003-0000-6332	Hotel / Motel Lodging	300	
01-255-003-0000-6340	Meals (Overnight)	100	
01-255-031-0000-5840	Emergency Fund Money	1,000	-
DEPT 255	General Crime Victim Grant	Revenue	71,548 -
		Expend.	92,361
		Net	20,813
257	DEPT Community Corrections		
01-257-000-0000-5378	CCA Subsidy	314,684	-
01-257-000-0000-5554	Juvenile Supervision Fee	1,000	-
01-257-000-0000-5556	Supervision Fee	20,000	-
01-257-000-0000-6101	Salaries-Full Time	81,623	
01-257-000-0000-6124	Medicare-Employer 1.45%	1,184	
01-257-000-0000-6148	Employer Deduct Contribution-HSA	3,260	
01-257-000-0000-6150	Health Insurance-Employer	18,358	
01-257-000-0000-6152	Life Insurance-Employer	111	
01-257-000-0000-6154	Long Term Disability-Employer	225	
01-257-000-0000-6159	PERA 7.50%	6,122	

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-257-000-0000-6165	Fica-Employer 6.20%	5,061
01-257-000-0000-6205	Postage	600
01-257-000-0000-6220	Telephone	1,600
01-257-000-0000-6240	Membership/Dues/Association Fees	1,500
01-257-000-0000-6249	Software License Fees	6,000
01-257-000-0000-6330	Mileage	300
01-257-000-0000-6332	Hotel / Motel Lodging	1,000
01-257-000-0000-6335	Gas/Vehicle Fuel Charges	500
01-257-000-0000-6339	Meals (Overnight)	200
01-257-000-0000-6342	Office Equipment Rental/Contracts	3,000
01-257-000-0000-6352	Property Casualty Insurance-MCIT	2,710
01-257-000-0000-6353	Workers Compensation Insurance	6,431
01-257-000-0000-6402	Computer/Technology Supplies	100
01-257-000-0000-6405	Office Supplies	1,500
01-257-000-0000-6480	Small Equipment: Phones,Chairs,Tool	200
01-257-000-0000-6625	Capital - Office & Other Equipment	4,500
01-257-251-0000-6108	Meals (Not Overnight)	150
01-257-251-0000-6241	Registration Fee	2,500
01-257-251-0000-6268	Staff Training, Development	200
01-257-251-0000-6330	Mileage	400
01-257-251-0000-6332	Hotel / Motel Lodging	2,000
01-257-251-0000-6335	Gas/Vehicle Fuel Charges	500
01-257-251-0000-6339	Meals (Overnight)	480
01-257-255-0000-6101	Salaries-Full Time	60,519
01-257-255-0000-6124	Medicare-Employer 1.45%	878
01-257-255-0000-6148	Employer Deduct Contribution-HSA	2,260
01-257-255-0000-6150	Health Insurance-Employer	8,109
01-257-255-0000-6152	Life Insurance-Employer	39
01-257-255-0000-6154	Long Term Disability-Employer	162
01-257-255-0000-6159	PERA	4,408
01-257-255-0000-6165	Fica-Employer	3,644
01-257-255-0000-6204	Juvenile Detention	220,000
01-257-255-0000-6330	Mileage	50
01-257-255-0000-6335	Gas/Vehicle Fuel Charges	300
01-257-257-0000-6101	Salaries-Full Time	300,146
01-257-257-0000-6124	Medicare-Employer 1.45%	4,352
01-257-257-0000-6148	Employer Deduct Contribution-HSA	10,530

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USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

		PROPOSED	
		2022	
Account Number	Account Description		
01-257-257-0000-6149	Employer Deduct Contribution-Veba		2,660
01-257-257-0000-6150	Health Insurance-Employer		34,575
01-257-257-0000-6152	Life Insurance-Employer		300
01-257-257-0000-6154	Long Term Disability-Employer		746
01-257-257-0000-6159	PERA		22,642
01-257-257-0000-6165	Fica-Employer		18,717
01-257-257-0000-6169	MNDCP IN LIEU OF HEALTH INS		2,750
01-257-257-0000-6215	Wireless Telephone Services		2,000
01-257-257-0000-6330	Mileage		500
01-257-257-0000-6335	Gas/Vehicle Fuel Charges		1,600
01-257-258-0000-5333	Drug Court Grant	66,000	-
01-257-258-0000-5557	Drug Court-EHM Reimbursement	4,000	-
01-257-258-0000-6101	Salaries-Full Time	62,266	
01-257-258-0000-6124	Medicare-Employer 1.45%	903	
01-257-258-0000-6148	Employer Deduct Contribution-HSA	2,260	
01-257-258-0000-6150	Health Insurance-Employer	8,109	
01-257-258-0000-6152	Life Insurance-Employer	39	
01-257-258-0000-6154	Long Term Disability-Employer	172	
01-257-258-0000-6159	PERA	4,670	
01-257-258-0000-6165	Fica-Employer	3,861	
01-257-258-0000-6302	Vehicle Maintenance	600	
01-257-258-0000-6335	Gas/Vehicle Fuel Charges	1,000	
01-257-258-0000-6342	Equipment Rental/Contracts-Home Mo	4,000	
01-257-267-0000-5333	Sex Offender Polygraph Grant Reimb.	500	-
01-257-267-0000-5555	Medical Test	100	-
01-257-267-0000-5557	Electronic Monitoring	60,000	-
01-257-267-0000-5559	Program Fees	5,100	-
01-257-267-0000-6260	Professional Consulting	5,100	
01-257-267-0000-6269	Professional Services	300	
01-257-267-0000-6274	Drug Testing Fee	5,000	
01-257-267-0000-6285	Polygraph Services	500	
01-257-267-0000-6341	Equipment Rental	35,000	
DEPT 257	Community Corrections	Revenue	471,384 -
		Expend.	987,982
		Net	516,598
280	DEPT Emergency Management		

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 01 FUND General Fund

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USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			<u>2022</u>
	<u>Account Number</u>	<u>Account Description</u>	
	01-280-000-0000-5390	Emergency Service State Grant	19,276 -
	01-280-000-0000-6101	Salaries-Full Time	32,957
	01-280-000-0000-6124	Medicare-Employer 1.45%	478
	01-280-000-0000-6148	Employer Deduct Contribution-HSA	1,130
	01-280-000-0000-6150	Health Insurance-Employer	4,055
	01-280-000-0000-6152	Life Insurance-Employer	56
	01-280-000-0000-6154	Long Term Disability-Employer	91
	01-280-000-0000-6159	PERA 14.4%	2,472
	01-280-000-0000-6165	Fica-Employer 6.20%	2,043
	01-280-000-0000-6231	Services, Labor, Contracts	1,000
	01-280-000-0000-6240	Membership/Dues/Association Fees	700
	01-280-000-0000-6250	Telephone	500
	01-280-000-0000-6330	Transportation/Travel/Parking	400
	01-280-000-0000-6352	Insurance	312
	01-280-000-0000-6353	Workers Compensation Insurance	587
	01-280-000-0000-6405	Office Supplies	500
	01-280-000-0000-6409	Deputy Supplies	100
	01-280-000-0000-6610	Equipment	5,000
	01-280-003-0000-6241	Registration Fee	500
	01-280-003-0000-6330	Transportation/Travel/Parking	500
	01-280-003-0000-6332	Hotel / Motel Lodging	1,000
	01-280-003-0000-6340	Meals-Schooling	300
DEPT	280	Emergency Management	Revenue 19,276 -
			Expend. 54,681
			Net 35,405
391	DEPT	Solid Waste	
	01-391-000-0000-5001	Property Taxes - Current	252,232 -
	01-391-000-0000-5137	Solid Waste License	1,000 -
	01-391-000-0000-5545	Household Hazardous Waste	3,000 -
	01-391-000-0000-5947	Planned Use of Fund Balance	55,800 -
	01-391-000-0000-6101	Salaries-Full Time	113,027
	01-391-000-0000-6108	Meals Reimbursed (Taxable)	100
	01-391-000-0000-6109	Overtime-Salaries	500
	01-391-000-0000-6124	Medicare-Employer 1.45%	1,639
	01-391-000-0000-6148	Employer Deduct Contribution-HSA	4,390
	01-391-000-0000-6150	Health Insurance-Employer	24,461

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
<u>Account Number</u>	<u>Account Description</u>		<u>2022</u>
01-391-000-0000-6152	Life Insurance-Employer		131
01-391-000-0000-6154	Long Term Disability-Employer		310
01-391-000-0000-6159	PERA 7.50%		8,477
01-391-000-0000-6165	Fica-Employer 6.20%		7,008
01-391-000-0000-6205	Postage		500
01-391-000-0000-6208	Training/Education		1,000
01-391-000-0000-6230	Printing, Publishing & Adv		4,000
01-391-000-0000-6231	Services, Labor, Contracts		18,000
01-391-000-0000-6240	Membership/Dues/Association Fees		400
01-391-000-0000-6241	Registration Fee		1,200
01-391-000-0000-6250	Telephone		1,000
01-391-000-0000-6302	Vehicle Maintenance		500
01-391-000-0000-6330	Transportation/Travel/Parking		250
01-391-000-0000-6332	Hotel / Motel Lodging		1,200
01-391-000-0000-6340	Meals (Overnight)		100
01-391-000-0000-6352	Insurance		1,763
01-391-000-0000-6353	Workers Compensation Insurance		2,376
01-391-000-0000-6405	Office, Film, & Field Supplies		2,500
01-391-000-0000-6511	Gas And Oil		500
01-391-000-0000-6620	Auto, Trailers, Snowmobiles, ATV		17,500
01-391-000-0000-6800	Miscellaneous(Promotional)		1,200
01-391-036-0000-6416	EED Expenses/Supplies		1,000
01-391-060-0000-5392	Score State Grant		68,000 -
01-391-060-0000-6360	Recycling Contract		165,000
DEPT 391	Solid Waste	Revenue	380,032 -
		Expend.	380,032
		Net	0
392	DEPT Water Wells		
01-392-000-0000-5546	Drinking Water Test Fees		12,000 -
01-392-000-0000-6102	Salaries-Part Time		2,000
01-392-000-0000-6231	Services, Labor, Contracts		1,000
01-392-000-0000-6405	Office, Film, & Field Supplies		2,500
DEPT 392	Water Wells	Revenue	12,000 -
		Expend.	5,500
		Net	6,500 -
500	DEPT Library And Historical Society		

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
01-500-500-0000-6350	Library Per Diem	1,000
01-500-500-0000-6801	Library Appropriations	242,535
01-500-501-0000-6352	Historical Society Insurance	4,050
01-500-501-0000-6353	Historical Society Workers Compensat	100
01-500-501-0000-6801	Historical Society Appropriations	19,000
01-500-502-0000-6848	CARE Appropriations	37,900
DEPT 500	Library And Historical Society	Revenue 0
		Expend. 304,585
		Net 304,585
600 DEPT	Ag Society, Soil & Water, Ag Inspect	
01-600-550-0000-6352	Ag Society Insurance	6,074
01-600-550-0000-6353	Ag Societyworkers Compensation Insu	50
01-600-550-0000-6801	Ag Society Appropriations	12,000
01-600-550-0000-6843	Ag Society Capital Improvements	10,000
01-600-552-0000-6350	SRW Per Diem	140
01-600-552-0000-6800	Soil & Water County LCWP Appropriat	7,700
01-600-552-0000-6801	Soil & Water Appropriations	68,849
01-600-552-0000-6836	Soil & Water Snake River Watershed	10,079
01-600-552-0000-6847	Mississippi Headwaters Board	1,500
01-600-553-0000-6231	Ag Inspector Contracts & Services	4,800
DEPT 600	Ag Society, Soil & Water, Ag Inspect	Revenue 0
		Expend. 121,192
		Net 121,192
601 DEPT	Extension	
01-601-000-0000-6205	Postage	600
01-601-000-0000-6230	Printing, Publishing & Advertising	100
01-601-000-0000-6231	Services, Labor, Contracts	100
01-601-000-0000-6250	Telephone	50
01-601-000-0000-6262	Univ Of Minn Contracts	81,746
01-601-000-0000-6350	Per Diem	825
01-601-000-0000-6360	Extension Comm Expenses (Not Per C	150
01-601-000-0000-6405	Office Supplies	2,000
DEPT 601	Extension	Revenue 0
		Expend. 85,571
		Net 85,571
700 DEPT	Promotion,AEOA Tran,Airport,RC&D,Tourism	

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 01 FUND General Fund

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

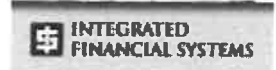
PROPOSED

<u>Account Number</u>		<u>Account Description</u>	<u>2022</u>
	01-700-903-0000-6800	Aitkin Airport Appropriations	20,000
	01-700-903-0000-6801	Mcgregor Airport Appropriations	14,600
	01-700-909-0000-6801	Appropriations-Grant	10,000
DEPT	700	Promotion,AEOA Tran,Airport,RC&D,Tourism	Revenue 0
			Expend. 44,600
			Net 44,600
711	DEPT	Economic Development	
	01-711-000-0000-6101	Salaries-Full Time	70,350
	01-711-000-0000-6124	Medicare-Employer 1.45%	1,020
	01-711-000-0000-6148	Employer Deduct Contribution-HSA	3,260
	01-711-000-0000-6150	Health Insurance-Employer	18,358
	01-711-000-0000-6152	Life Insurance-Employer	111
	01-711-000-0000-6154	Long Term Disability-Employer	194
	01-711-000-0000-6157	Retiree Health	6,145
	01-711-000-0000-6159	PERA	5,276
	01-711-000-0000-6165	Fica-Employer 6.20%	4,362
	01-711-000-0000-6205	Postage	50
	01-711-000-0000-6230	Printing, Publishing & Adv	250
	01-711-000-0000-6240	Membership/Dues/Association Fees	575
	01-711-000-0000-6241	Registration Fee	120
	01-711-000-0000-6250	Telephone	650
	01-711-000-0000-6330	Transportation/Travel/Parking (Own Au	100
	01-711-000-0000-6332	Hotel / Motel Lodging	100
	01-711-000-0000-6340	Meals (Overnight)	100
	01-711-000-0000-6352	Insurance	289
	01-711-000-0000-6353	Workers Compensation Insurance	182
	01-711-000-0000-6405	Office Supplies	50
	01-711-000-0000-6511	Gas And Oil	200
DEPT	711	Economic Development	Revenue 0
			Expend. 111,742
			Net 111,742
FUND	01	General Fund	Revenue 15,892,113 -
			Expend. 15,892,113
			Net 0

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 03 FUND Road & Bridge

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
000 DEPT Undesignated		
03-000-000-0000-5001	All Current/Delinquent Taxes	1,310,691 -
03-000-000-0000-5227	Twp Road Allotment Gas Tax	458,000 -
03-000-000-0000-5840	Misc Receipts	335,000 -
03-000-000-0000-5850	St Aid-Reg Construction	420,000 -
03-000-000-0000-5851	St Aid Mun Construction	10,000 -
03-000-000-0000-5852	State Aid Reg Maint	2,212,320 -
03-000-000-0000-5853	State Aid Municipal Maint	120,000 -
03-000-000-0000-5854	Charges-Townships	525,710 -
03-000-000-0000-5855	Charges-Individuals	13,500 -
03-000-000-0000-5857	Culverts	3,000 -
03-000-000-0000-5866	Co Auction Proceeds	5,000 -
03-000-000-0000-5948	County Ditch/County Development Fur	92,000 -
DEPT 000 Undesignated	Revenue	5,505,221 -
	Expend.	0
	Net	5,505,221 -
301 DEPT R&B Administration		
03-301-000-0000-6101	Salaries-Full Time	388,462
03-301-000-0000-6108	Meals Reimbursed (Taxable)	100
03-301-000-0000-6124	Medicare-Employer 1.45%	5,633
03-301-000-0000-6148	Employer Deduct Contribution-HSA	11,040
03-301-000-0000-6150	Health Insurance-Employer	50,098
03-301-000-0000-6152	Life Insurance-Employer	372
03-301-000-0000-6154	Long Term Disability-Employer	1,061
03-301-000-0000-6159	PERA 7.50%	27,168
03-301-000-0000-6165	Fica-Employer 6.20%	24,085
03-301-000-0000-6205	Postage	500
03-301-000-0000-6240	Membership/Dues/Association Fees	3,200
03-301-000-0000-6241	Meeting/Conference Registration Fee	1,500
03-301-000-0000-6296	Meeting Expense/Physicals	1,500
03-301-000-0000-6300	Maintenance/Service Contracts	14,000
03-301-000-0000-6352	Insurance	49,427
03-301-000-0000-6353	Workers Compensation Insurance	4,172
03-301-000-0000-6400	Supplies And Materials	6,000
DEPT 301 R&B Administration	Revenue	0
	Expend.	588,318

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 03 FUND Road & Bridge

Aitkin County

USER-SELECTED BUDGET REPORT



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 Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>Net</u>	<u>PROPOSED</u> <u>2022</u>
			<u>588,318</u>
302 DEPT	R&B Engineering/Construction		
03-302-000-0000-6101	Salaries-Full Time		397,504
03-302-000-0000-6108	Meals Reimbursed (Taxable)		100
03-302-000-0000-6109	Overtime-Salaries		46,470
03-302-000-0000-6124	Medicare-Employer 1.45%		6,438
03-302-000-0000-6148	Employer Deduct Contribution-HSA		2,260
03-302-000-0000-6150	Health Insurance-Employer		75,909
03-302-000-0000-6152	Life Insurance-Employer		522
03-302-000-0000-6154	Long Term Disability-Employer		1,140
03-302-000-0000-6159	PERA 7.50%		32,675
03-302-000-0000-6165	Fica-Employer 6.20%		27,527
03-302-000-0000-6296	Meeting Expense/Physicals		6,000
03-302-000-0000-6300	Maintenance/Service Contracts		6,000
03-302-000-0000-6353	Workers Compensation Insurance		1,965
03-302-000-0000-6411	Safety Footwear		725
03-302-000-0000-6449	R & B Engineer Supplies		6,000
DEPT 302	R&B Engineering/Construction	Revenue	0
		Expend.	611,235
		Net	611,235
303 DEPT	R&B Highway Maintenance		
03-303-000-0000-6101	Salaries-Full Time		1,198,262
03-303-000-0000-6108	Meals Reimbursed (Taxable)		100
03-303-000-0000-6109	Overtime-Salaries		57,173
03-303-000-0000-6124	Medicare-Employer 1.45%		18,205
03-303-000-0000-6148	Employer Deduct Contribution-HSA		2,260
03-303-000-0000-6150	Health Insurance-Employer		265,749
03-303-000-0000-6152	Life Insurance-Employer		1,860
03-303-000-0000-6154	Long Term Disability-Employer		3,439
03-303-000-0000-6159	PERA 7.50%		92,302
03-303-000-0000-6165	Fica-Employer 6.20%		77,835
03-303-000-0000-6254	Utilities-Gas and Electric		57,000
03-303-000-0000-6296	Meeting Expense/Physicals		2,500
03-303-000-0000-6297	Shop Fuel		24,000
03-303-000-0000-6298	Shop Maintenance		55,000
03-303-000-0000-6352	Insurance		9,143

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
03-303-000-0000-6353	Workers Compensation Insurance	36,930
03-303-000-0000-6411	Safety Footwear	2,610
03-303-000-0000-6513	Motor Fuel & Lubricants	266,800
03-303-000-0000-6514	Pavement Striping	63,000
03-303-000-0000-6515	Culverts	60,000
03-303-000-0000-6516	Signs & Posts	20,000
03-303-000-0000-6517	Asphalt,Crackfiller,Tack Oil,Etc	73,000
03-303-000-0000-6518	De-Icing Salt	136,000
03-303-000-0000-6519	Gravel & Royalties	170,000
03-303-000-0000-6520	Calcium Chloride Dust Control	522,000
03-303-000-0000-6521	Maintenance Supplies	340,500
03-303-000-0000-6524	Winter Sand	10,000
03-303-000-0000-6590	Repair & Maintenance Supplies	240,000
03-303-000-0000-6825	Maintenance Agreements	42,000
03-303-000-0000-6830	Twp Road Allotment Gas Tax	458,000
DEPT 303 R&B Highway Maintenance		Revenue 0
		Expend. 4,305,668
		Net 4,305,668
307 DEPT R&B Capital Infrastructure		
03-307-000-0000-5001	Taxes, Aids, Etc.	650,000 -
03-307-000-0000-5841	Federal Transportation Funds	399,090 -
03-307-000-0000-5846	Town Bridge Funds	50,000 -
03-307-000-0000-5848	Bridge Bonding Funds	546,417 -
03-307-000-0000-5850	St Aid-Reg Construction Funds	1,883,910 -
03-307-000-0000-5854	Township/City/Private Funds	48,300 -
03-307-000-0000-5947	Planned Use of Fund Balance	445,883 -
03-307-000-0000-6230	Printing, Publishing & Adv	1,500
03-307-000-0000-6260	Professional Services	20,000
03-307-000-0000-6262	Contract Payments	3,827,100
03-307-000-0000-6362	Right Of Way	175,000
DEPT 307 R&B Capital Infrastructure		Revenue 4,023,600 -
		Expend. 4,023,600
		Net 0
308 DEPT R&B Equipment & Facilities		
03-308-000-0000-5001	Taxes, Aids, Etc.	576,000 -
03-308-000-0000-6600	Capital Outlay-Facilities	576,000

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 03 FUND Road & Bridge

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

		<u>Account Number</u>	<u>Account Description</u>	PROPOSED	
				<u>2022</u>	
DEPT	308	R&B Equipment & Facilities	Revenue	576,000	-
			Expend.	576,000	
			Net	0	
FUND	03	Road & Bridge	Revenue	10,104,821	-
			Expend.	10,104,821	
			Net	0	

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USER-SELECTED BUDGET REPORT

04 FUND Special Revenue(Unorg R&B,Fire,Cemetery)

Report Basis: Cash

PROPOSED
2022

<u>Account Number</u>	<u>Account Description</u>		
421 DEPT	Unorganized Road & Bridge		
04-421-000-0000-5001	Property Taxes - Current		46,000 -
04-421-000-0000-6801	Appropriations		46,000
DEPT 421	Unorganized Road & Bridge	Revenue	46,000 -
		Expend.	46,000
		Net	0
422 DEPT	Unorganized Fire		
04-422-000-0000-5001	Property Taxes - Current		27,500 -
04-422-000-0000-6801	Appropriations		27,500
DEPT 422	Unorganized Fire	Revenue	27,500 -
		Expend.	27,500
		Net	0
423 DEPT	Unorganized Cemetery		
04-423-000-0000-5001	Property Taxes - Current		2,700 -
04-423-000-0000-6801	Appropriations		2,700
DEPT 423	Unorganized Cemetery	Revenue	2,700 -
		Expend.	2,700
		Net	0
FUND 04	Special Revenue(Unorg R&B,Fire,Cemetery)	Revenue	76,200 -
		Expend.	76,200
		Net	0

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	<u>PROPOSED</u>
400	DEPT		<u>2022</u>
	Public Health Department		
	05-400-000-0000-5001	All Current/Delinquent Taxes	375,803 -
	05-400-000-0000-5205	In-Lieus and Aids	4,750 -
	05-400-000-0000-5420	Disaster Services - Federal Revenue	55,000 -
	05-400-400-0402-5313	Lph Grant	41,909 -
	05-400-400-0402-5321	MIIC Grant	250 -
	05-400-400-0402-5421	EHDI.BD Grant	200 -
	05-400-400-0402-5422	Public Health Emergency Prepare-Fed	22,704 -
	05-400-400-0402-5801	PH Immunizations	1,250 -
	05-400-400-0402-5802	Flu Shots/Pneumvax Fees	28,000 -
	05-400-400-0402-5803	Hepatitis B Fees	1,500 -
	05-400-400-0402-5804	Mantoux Fees	50 -
	05-400-400-0402-5832	Misc Immun/Dp&C/Ep/Pan Flu	800 -
	05-400-400-0402-6205	Postage	100
	05-400-400-0402-6208	Staff Development/Training	50
	05-400-400-0402-6231	Services, Labor, Contracts	1,500
	05-400-400-0402-6241	Meeting/Conference Registration Fee	350
	05-400-400-0402-6330	Mileage/Parking	150
	05-400-400-0402-6332	Hotel/Lodging	100
	05-400-400-0402-6335	Gas/Vehicle Fuel Charges	200
	05-400-400-0402-6340	Meal Reimbursement	50
	05-400-400-0402-6401	Vaccine Cost	24,000
	05-400-400-0402-6406	PH Program Related Supplies	200
	05-400-400-0402-6430	DP & C - Medical Supplies	500
	05-400-410-0413-5422	Wic Federal Grant	80,000 -
	05-400-410-0413-6205	Postage	200
	05-400-410-0413-6231	Services, Labor, Contracts	50
	05-400-410-0413-6241	Meeting/Conference Registration Fee	250
	05-400-410-0413-6250	Telephone	1,250
	05-400-410-0413-6301	Wic Space Rentals	360
	05-400-410-0413-6330	Mileage/Parking	350
	05-400-410-0413-6332	Hotel/Lodging	250
	05-400-410-0413-6335	Gas/Vehicle Fuel Charges	275
	05-400-410-0413-6340	Meal Reimbursement	25
	05-400-410-0413-6402	Computer/Technology Supplies	245
	05-400-410-0413-6405	Office Supplies	350
	05-400-410-0413-6406	PH Program Related Supplies	500

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-400-410-0413-6430	WIC - Medical Supplies	500
05-400-420-0000-5323	State Grant	10,000 -
05-400-420-0000-5832	Misc. Revenue	8,000 -
05-400-420-4800-6241	Meeting/Conference Registration Fee	750
05-400-420-4800-6330	Mileage/Parking	250
05-400-420-4800-6406	Program Supplies	3,500
05-400-430-0403-5328	C & Tc State Share	24,751 -
05-400-430-0403-5422	C & Tc Federal Share	24,751 -
05-400-430-0403-6205	Postage	1,350
05-400-430-0403-6330	Mileage/Parking	75
05-400-430-0403-6335	Gas/Vehicle Fuel Charges	45
05-400-430-0403-6405	Office Supplies	250
05-400-430-0403-6406	PH Program Related Supplies	600
05-400-430-0403-6416	C & TC Outreach Supplies	1,550
05-400-430-0407-6262	Family Planning Services/Methods	750
05-400-430-0408-5322	State Grants - MECSSH	53,750 -
05-400-430-0408-5421	Federal Grants - TANF	34,139 -
05-400-430-0408-5422	Federal Grants - MCH	23,121 -
05-400-430-0408-5423	Federal Grants - WIC Peer Breastfeed	5,000 -
05-400-430-0408-5425	Federal Grants - Follow a Long (FAP)	2,024 -
05-400-430-0408-5500	Third Party Reimbursement	25,250 -
05-400-430-0408-6205	Postage	750
05-400-430-0408-6208	Staff Development/Training	25
05-400-430-0408-6231	Services, Labor, Contracts	250
05-400-430-0408-6240	Membership/Dues/Association Fees	500
05-400-430-0408-6241	Meeting/Conference Registration Fee	100
05-400-430-0408-6250	Telephone	650
05-400-430-0408-6330	Mileage/Parking	750
05-400-430-0408-6332	Hotel/Lodging	100
05-400-430-0408-6335	Gas/Vehicle Fuel Charges	300
05-400-430-0408-6340	Meal Reimbursement	50
05-400-430-0408-6406	PH Program Related Supplies	2,000
05-400-430-0408-6416	Educational Supplies/Follow A Long Br	500
05-400-440-0410-5325	MA*STLTSS*LCTS	16,000 -
05-400-440-0410-5425	MA*FELTSS*LCTS	18,000 -
05-400-440-0410-5805	Misc Revenue (Lcts)	250 -
05-400-440-0410-6101	Allocated Admin Salaries	126,548

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-400-440-0410-6108	Meals Reimbursed (Taxable)	50
05-400-440-0410-6124	Medicare Employer	1,835
05-400-440-0410-6148	Employer Deduct Contribution-HSA	5,954
05-400-440-0410-6150	Health Insurance Employer	28,376
05-400-440-0410-6152	Life Insurance Employer	212
05-400-440-0410-6154	Long Term Disability Employer	348
05-400-440-0410-6159	Pera Employer	9,491
05-400-440-0410-6165	Fica Employer	7,846
05-400-440-0410-6205	Postage	1,400
05-400-440-0410-6208	Staff Development/Training	250
05-400-440-0410-6231	Services, Labor, Contracts	3,700
05-400-440-0410-6239	Software Fees/License Fees	5,000
05-400-440-0410-6240	Membership/Dues/Association Fees	1,550
05-400-440-0410-6241	Meeting/Conference Registration Fee	900
05-400-440-0410-6250	Telephone	2,600
05-400-440-0410-6254	Utilities-Gas and Electric	5,600
05-400-440-0410-6278	H & HS Advisory Committee	750
05-400-440-0410-6300	Maintenance/Service Contracts	14,250
05-400-440-0410-6301	Equipment Lease/Space Rental	6,500
05-400-440-0410-6330	Mileage/Parking	300
05-400-440-0410-6332	Hotel/Lodging	1,150
05-400-440-0410-6333	Allocated Admin Mileage/Motorpool	10,000
05-400-440-0410-6335	Gas/Vehicle Fuel Charges	200
05-400-440-0410-6340	Meal Reimbursement	100
05-400-440-0410-6352	Insurance-Vehicles/Equipment/Liability	2,951
05-400-440-0410-6353	Workers Compensation Insurance	4,839
05-400-440-0410-6402	Computer/Technology Supplies	2,230
05-400-440-0410-6405	Office Supplies	3,250
05-400-440-0410-6406	PH Program Related Supplies	1,200
05-400-440-0410-6422	Janitorial Supplies	1,200
05-400-440-0410-6450	Small Equipment: Phones, Chairs, Tools	2,750
05-400-440-0410-6605	Building & Structure Related Expendit	16,380
05-400-440-0411-6101	PH Salaries	429,489
05-400-440-0411-6108	Meals Reimbursed (Taxable)	100
05-400-440-0411-6124	Medicare Employer	6,228
05-400-440-0411-6148	Employer Deduct Contribution-HSA	18,560
05-400-440-0411-6150	Health Insurance Employer	91,391

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

			PROPOSED
			2022
<u>Account Number</u>	<u>Account Description</u>		
05-400-440-0411-6152	Life Insurance Employer		589
05-400-440-0411-6154	Long Term Disability Employer		1,175
05-400-440-0411-6159	Pera Employer		32,212
05-400-440-0411-6165	Fica Employer		26,628
05-400-450-0451-5313	Lph Grant		41,910 -
05-400-450-0451-5319	Health Ed State Grants		53,345 -
05-400-450-0451-5832	Misc Health Ed Grants		1,500 -
05-400-450-0451-6205	Postage		3,500
05-400-450-0451-6231	Services, Labor, Contracts		7,250
05-400-450-0451-6241	Meeting/Conference Registration Fee		535
05-400-450-0451-6301	Equipment Lease/Space Rental		150
05-400-450-0451-6330	Mileage/Parking		400
05-400-450-0451-6332	Hotel/Lodging		500
05-400-450-0451-6335	Gas/Vehicle Fuel Charges		200
05-400-450-0451-6340	Meal Reimbursement		100
05-400-450-0451-6405	Office Supplies		200
05-400-450-0451-6406	PH Program Related Supplies		6,500
DEPT 400	Public Health Department	Revenue	954,007 -
		Expend.	942,317
		Net	11,690 -
420	DEPT Income Maintenance		
05-420-000-0000-5001	All Current/Delinquent Taxes		885,820 -
05-420-600-0000-5205	In-Lieus and Aids		8,500 -
05-420-600-0000-5320	Periodic Data Match		7,616 -
05-420-600-0000-5321	State Grants-Admin		1,000 -
05-420-600-0000-5421	TANF Income Maintenance Admin		38,000 -
05-420-600-0000-5422	Title IV-E Income Maintenance Admin		3,500 -
05-420-600-0000-5423	SCHIP MN Care Direct		100 -
05-420-600-0000-5832	Misc Recoveries		12,000 -
05-420-600-4800-6101	Allocated Admin Salaries		283,422
05-420-600-4800-6108	Meals Reimbursed (Taxable)		50
05-420-600-4800-6124	Medicare Employer		4,110
05-420-600-4800-6148	Employer Deduct Contribution-HSA		15,790
05-420-600-4800-6150	Health Insurance Employer		73,938
05-420-600-4800-6152	Life Insurance Employer		560
05-420-600-4800-6154	Long Term Disability Employer		779

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-420-600-4800-6159	Pera Employer	21,257
05-420-600-4800-6165	Fica Employer	17,572
05-420-600-4800-6205	Postage	8,500
05-420-600-4800-6208	Staff Development/Training	225
05-420-600-4800-6231	Services, Labor, Contracts	8,500
05-420-600-4800-6239	Software Fees/License Fees	29,000
05-420-600-4800-6240	Membership/Dues/Association Fees	925
05-420-600-4800-6241	Meeting/Conference Registration Fee	3,250
05-420-600-4800-6250	Telephone	5,850
05-420-600-4800-6254	Utilities-Gas and Electric	12,000
05-420-600-4800-6263	Contract Legal Services-Fraud	725
05-420-600-4800-6265	Sheriff - Fraud Investigation	325
05-420-600-4800-6278	H & HS Advisory Committee	1,750
05-420-600-4800-6300	Maintenance/Service Contracts	5,600
05-420-600-4800-6301	Equipment Lease/Space Rental	2,800
05-420-600-4800-6330	Mileage/Parking	100
05-420-600-4800-6332	Hotel/Lodging	2,750
05-420-600-4800-6333	Allocated Admin Mileage/Motorpool	3,250
05-420-600-4800-6335	Gas/Vehicle Fuel Charges	575
05-420-600-4800-6340	Meal Reimbursement	425
05-420-600-4800-6353	Workers Compensation Insurance	1,633
05-420-600-4800-6402	Computer/Technology Supplies	15,830
05-420-600-4800-6405	Office Supplies	4,750
05-420-600-4800-6422	Janitorial Supplies	2,500
05-420-600-4800-6450	Small Equipment: Phones, Chairs, Tool:	4,500
05-420-600-4800-6605	Building & Structure Related Expendit	38,610
05-420-600-4820-6101	IM RMS Salaries	506,945
05-420-600-4820-6108	Meals Reimbursed (Taxable)	75
05-420-600-4820-6109	Salaries Overtime	750
05-420-600-4820-6124	Medicare Employer	7,362
05-420-600-4820-6148	Employer Deduct Contribution-HSA	26,580
05-420-600-4820-6150	Health Insurance Employer	92,782
05-420-600-4820-6152	Life Insurance Employer	1,100
05-420-600-4820-6154	Long Term Disability Employer	1,380
05-420-600-4820-6159	Pera Employer	38,077
05-420-600-4820-6165	Fica Employer	31,477
05-420-610-0000-5836	Afdc/Mfip Recoveries-Maxis	3,500 -

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-420-610-4100-6011	County Share-Afdc/Mfip	3,000
05-420-610-4800-6800	Program Expenses Direct Charge	120
05-420-620-0000-5836	Ga Recoveries - Maxis	1,150 -
05-420-620-4100-6011	County Share - Ga	12,500
05-420-620-4400-6025	State Share-GAMC	500
05-420-620-4400-6026	State Share - GAMC Estate	2,500
05-420-630-0000-5421	Food Support Direct Admin Aid	127,000 -
05-420-630-0000-5836	Food Support Recoveries-Maxis	2,300 -
05-420-630-4100-6011	County Share-Food Support	1,300
05-420-630-4800-6800	Other Expenses - Direct Charge	100
05-420-640-0000-5328	Child Support Incentives - State	4,750 -
05-420-640-0000-5421	Title IV-D Child Support Admin	330,000 -
05-420-640-0000-5423	Titile IV-D Child Support Incentives	35,000 -
05-420-640-0000-5832	Recoveries Child Support	2,000 -
05-420-640-4800-6205	Postage	2,500
05-420-640-4800-6231	Services, Labor, Contracts	1,750
05-420-640-4800-6239	Software Fees/License Fees	6,000
05-420-640-4800-6241	Meeting/Conference Registration Fee	850
05-420-640-4800-6250	Telephone	1,500
05-420-640-4800-6263	Contract Legal Services Iv-D	21,000
05-420-640-4800-6270	Aitkin Co Sheriff Fees Iv-D	1,300
05-420-640-4800-6300	Maintenance/Service Contracts	650
05-420-640-4800-6301	Equipment Lease/Space Rental	2,325
05-420-640-4800-6330	Mileage/Parking	150
05-420-640-4800-6332	Hotel/Lodging	800
05-420-640-4800-6333	Allocated Admin Mileage/Motorpool	1,000
05-420-640-4800-6335	Gas/Vehicle Fuel Charges	175
05-420-640-4800-6340	Meal Reimbursement	200
05-420-640-4800-6379	Other Iv-D Charges	2,650
05-420-640-4800-6397	Genetic Tests Iv-D	1,500
05-420-640-4800-6405	Office Supplies	1,100
05-420-640-4800-6450	Small Equipment: Phones,Chairs,Tool:	1,350
05-420-640-4820-6101	CS Salaries	245,665
05-420-640-4820-6108	Meals Reimbursed (Taxable)	50
05-420-640-4820-6124	Medicare Employer	3,562
05-420-640-4820-6148	Employer Deduct Contribution-HSA	12,790
05-420-640-4820-6150	Health Insurance Employer	39,849

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

		PROPOSED	
<u>Account Number</u>	<u>Account Description</u>	<u>2022</u>	
05-420-640-4820-6152	Life Insurance Employer	479	
05-420-640-4820-6154	Long Term Disability Employer	676	
05-420-640-4820-6159	Pera Employer	18,425	
05-420-640-4820-6165	Fica Employer	15,231	
05-420-650-0000-5322	MA Medical Support State Incentive	115,000	-
05-420-650-0000-5421	Medical Assistance Admin Aid	270,000	-
05-420-650-0000-5422	MA Medical Support Fed Incentive	97,000	-
05-420-650-0000-5828	County Burial Recoveries	4,500	-
05-420-650-0000-5832	MA Recoveries	5,000	-
05-420-650-0000-5836	MA Estate Recoveries	145,000	-
05-420-650-4400-6020	Medicare Premium Reimbursement	29,500	
05-420-650-4400-6022	MA CEHI Reimbursement	160,000	
05-420-650-4400-6025	State/Fed Share - MA Program	1,000	
05-420-650-4400-6026	State/Fed Share - MA Estate	105,000	
05-420-650-4400-6210	Medical Assistance - Admin Charges	5,500	
05-420-650-4401-6210	MA Access-Individual(Vested Interest)	750	
05-420-650-4402-6210	MA Access-Licensed Foster Parent	750	
05-420-650-4800-6800	Program Expenses Direct Charge Ffp	450	
05-420-650-4800-6810	County Burials	35,000	
05-420-680-0000-5421	Refugee Assistance Admin Aid	100	-
DEPT 420	Income Maintenance	Revenue	2,098,836 -
		Expend.	2,019,876
		Net	78,960 -
430	DEPT Social Services		
05-430-000-0000-5001	All Current/Delinquent Taxes	1,422,681	-
05-430-000-0000-5202	Out of Home Placement MS 260C.007	13,406	-
05-430-700-0000-5205	In-Lieus and Aids	15,000	-
05-430-700-0000-5322	LTSS * SSTS (S57)	185,000	-
05-430-700-0000-5325	VCAA Block Grant (S53)	251,482	-
05-430-700-0000-5421	MA SSTS Admin (F54)	72,500	-
05-430-700-0000-5422	MA*LTSS*SSTS (F67)	220,000	-
05-430-700-0000-5426	TXS SS Block Grant (F56)	137,158	-
05-430-700-0000-5832	Ss Administrative Recoveries	1,000	-
05-430-700-4800-6101	Allocated Admin Salaries	272,157	
05-430-700-4800-6108	Meals Reimbursed (Taxable)	75	
05-430-700-4800-6124	Medicare Employer	3,946	

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-430-700-4800-6148	Employer Deduct Contribution-HSA	14,888
05-430-700-4800-6150	Health Insurance Employer	64,336
05-430-700-4800-6152	Life Insurance Employer	545
05-430-700-4800-6154	Long Term Disability Employer	748
05-430-700-4800-6159	Pera Employer	20,412
05-430-700-4800-6165	Fica Employer	16,874
05-430-700-4800-6205	Postage	5,500
05-430-700-4800-6208	Staff Development/Training	750
05-430-700-4800-6231	Services, Labor, Contracts	12,500
05-430-700-4800-6239	Software Fees/License Fees	14,000
05-430-700-4800-6240	Membership/Dues/Association Fees	2,000
05-430-700-4800-6241	Meeting/Conference Registration Fee	5,500
05-430-700-4800-6250	Telephone	18,500
05-430-700-4800-6254	Utilities-Gas and Electric	16,000
05-430-700-4800-6272	Physical Examinations	250
05-430-700-4800-6278	H & HS Advisory Committee	2,500
05-430-700-4800-6300	Maintenance/Service Contracts	8,000
05-430-700-4800-6301	Equipment Lease/Space Rental	4,000
05-430-700-4800-6330	Mileage/Parking	21,000
05-430-700-4800-6332	Hotel/Lodging	6,250
05-430-700-4800-6333	Allocated Admin Mileage/Motorpool	38,000
05-430-700-4800-6335	Gas/Vehicle Fuel Charges	5,600
05-430-700-4800-6340	Meal Reimbursement	1,250
05-430-700-4800-6352	Insurance-Vehicles/Equipment/Liability	19,370
05-430-700-4800-6353	Workers Compensation Insurance	3,875
05-430-700-4800-6402	Computer/Technology Supplies	22,740
05-430-700-4800-6405	Office Supplies	7,500
05-430-700-4800-6422	Janitorial Supplies	4,000
05-430-700-4800-6450	Small Equipment: Phones, Chairs, Tools	9,000
05-430-700-4800-6605	Building & Structure Related Expendit	62,010
05-430-700-4800-6800	Direct Charge Expenses Non Ffp	5,000
05-430-700-4800-6802	Mh Init - Lac	1,000
05-430-700-4800-6803	Mh Init - Consumer Support	13,000
05-430-700-4800-6804	Mh Init - Housing Expense	3,400
05-430-700-4800-6805	Mh Init - Transportation	7,200
05-430-700-4800-6809	Mh Init - Employability	100
05-430-700-4800-6810	Mh Init - Flex	5,800

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-430-700-4800-6823	Special Kids Fund - Expenditure	350
05-430-700-4810-6101	Non SSTS Salaries	168,113
05-430-700-4810-6124	Medicare Employer	2,438
05-430-700-4810-6148	Employer Deduct Contribution-HSA	5,520
05-430-700-4810-6150	Health Insurance Employer	23,631
05-430-700-4810-6152	Life Insurance Employer	149
05-430-700-4810-6154	Long Term Disability Employer	462
05-430-700-4810-6157	Retiree Health	6,145
05-430-700-4810-6159	Pera Employer	12,609
05-430-700-4810-6165	Fica Employer	10,423
05-430-700-4820-6101	SS Salaries	1,370,095
05-430-700-4820-6108	Meals Reimbursed (Taxable)	1,500
05-430-700-4820-6109	Salaries Overtime	7,500
05-430-700-4820-6124	Medicare Employer	20,049
05-430-700-4820-6148	Employer Deduct Contribution-HSA	62,150
05-430-700-4820-6150	Health Insurance Employer	202,530
05-430-700-4820-6152	Life Insurance Employer	2,136
05-430-700-4820-6154	Long Term Disability Employer	3,744
05-430-700-4820-6159	Pera Employer	103,709
05-430-700-4820-6165	Fica Employer	85,733
05-430-700-4821-6101	HCBS Salaries	236,828
05-430-700-4821-6108	Meals Reimbursed (Taxable)	50
05-430-700-4821-6124	Medicare Employer	3,434
05-430-700-4821-6148	Employer Deduct Contribution-HSA	9,019
05-430-700-4821-6150	Health Insurance Employer	41,551
05-430-700-4821-6152	Life Insurance Employer	372
05-430-700-4821-6154	Long Term Disability Employer	651
05-430-700-4821-6159	Pera Employer	17,762
05-430-700-4821-6165	Fica Employer	14,683
05-430-700-4831-6101	SS On Call	5,200
05-430-710-0000-5319	Child Protection Allocation (S04)	75,206 -
05-430-710-0000-5322	Northstar Foster Care (S03)	7,500 -
05-430-710-0000-5323	Family Response State Grant (S67)	2,525 -
05-430-710-0000-5324	State Share-CADI/CAC/BI (S01)	7,000 -
05-430-710-0000-5326	Child Protection Opioid Response (S06)	1,579 -
05-430-710-0000-5330	PSOP Grant Expansion (S05)	3,994 -
05-430-710-0000-5420	Fed-Cadi/Tbi/Ltcc (F06)	7,250 -

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-430-710-0000-5422	Family Group Dis Making (F08)	100 -
05-430-710-0000-5423	Title IV-B2 Family Response (F65)	4,114 -
05-430-710-0000-5425	Title IV-B1 Family Response (F65)	2,712 -
05-430-710-0000-5429	IV-E Self Grant (F04)	2,000 -
05-430-710-0000-5430	PSOP - Children's Trust Fund (F09)	3,687 -
05-430-710-0000-5441	IV-E Foster Care (F01)	40,000 -
05-430-710-0000-5442	IV-E SSTS Admin (F02)	35,000 -
05-430-710-0000-5453	CW TCM Revenue (F05)	78,500 -
05-430-710-0000-5482	IV-E Admin LCTS (F07)	12,000 -
05-430-710-0000-5483	MA Admin LCTS (F07)	60,000 -
05-430-710-0000-5500	Third Party Reimbursements-PCA	500 -
05-430-710-0000-5832	Admin Foster Care Recoveries (M03)	40,000 -
05-430-710-0000-5833	IV-E Foster Care Recoveries (M03)	3,500 -
05-430-710-3040-6020	Child Protect Assess/Investigation	500
05-430-710-3080-6020	Family Assessment Response	100
05-430-710-3160-6020	Transportation Child Serv	250
05-430-710-3160-6057	Foster Care-Transportation	2,500
05-430-710-3180-6020	Health-Related Services	1,000
05-430-710-3190-6020	Court Related Services & Activities	6,250
05-430-710-3440-6050	Housing Services-Child	650
05-430-710-3450-6020	Social & Recreational/Hippo Therapy	50
05-430-710-3460-6065	STAY Funds - Adolescent Life Skills	2,500
05-430-710-3630-6020	Family-Based Life Mgmt Skills Service	100
05-430-710-3640-6020	Family Assessment Response Services	3,500
05-430-710-3650-6027	Serv For Concurrent Perm Plan	1,250
05-430-710-3660-6020	Family Group Decision Making	1,000
05-430-710-3670-6020	PSOP - Parent Support Outreach Serv	750
05-430-710-3750-6057	Northstar Kinship Assistance	250
05-430-710-3780-6057	Northstar Adoption Assistance	250
05-430-710-3810-6057	Family Foster Care	310,000
05-430-710-3830-6057	Children's Group Residential Care	15,000
05-430-710-3850-6057	Correctional Facilities	50,000
05-430-710-3880-6057	Supervised Independent Living	5,000
05-430-710-3890-6057	Respite Care-Foster Care	1,750
05-430-710-3930-6020	General Case Management	500
05-430-710-3960-6050	Adoptions & Kinship	100
05-430-710-3970-6064	Collaborative Grant	70,000

Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-430-710-3980-6020	License & Resource Development	500
05-430-720-0000-5322	MFIP Consolidated Fund (S11)	16,387 -
05-430-720-0000-5326	Child Care MFIP Admin (S66)	1,000 -
05-430-720-0000-5370	BSF Child Care Admin (S08)	2,109 -
05-430-720-0000-5426	Child Care MFIP Admin (F13)	1,000 -
05-430-720-0000-5432	Employment & Train Serv (F14)	105,086 -
05-430-720-0000-5470	BSF Child Care Admin (F15)	3,592 -
05-430-720-0000-5832	Misc Child Care Recoveries/Fees (M07)	3,000 -
05-430-720-3020-6069	Community Ed & Prevent/Advertising	900
05-430-720-3110-6069	Bsf Child Care	4,337
05-430-720-3140-6020	Other Child Care	1,500
05-430-720-3370-6038	Mfip-Employment Services	136,836
05-430-720-3980-6020	License And Resource Development	400
05-430-730-0000-5321	CDTF Fund Admin (S17)	10,000 -
05-430-730-0000-5421	MA Rule 25 Admin SSTS (F22)	31,000 -
05-430-730-0000-5832	Detox Recoveries (M11)	12,000 -
05-430-730-3090-6050	Pre-Petition Screening/Hearing	200
05-430-730-3160-6020	Cd Transportation	3,000
05-430-730-3590-6072	Ccdtf County % State Billings	52,500
05-430-730-3710-6020	Detoxification - Grand Rapids	25,000
05-430-730-3710-6080	Detoxification - Other	8,500
05-430-740-0000-5322	MA Rule 5 Foster Care (S64)	15,000 -
05-430-740-0000-5341	CMH Respite Grant (S63)	1,778 -
05-430-740-0000-5351	Child MH Combined (S63)	15,081 -
05-430-740-0000-5437	IV-E MH Foster Care (F28)	10,000 -
05-430-740-0000-5450	MA CMH TCM (F64)	18,000 -
05-430-740-0000-5500	Insurance Company Revenue (M13)	52,500 -
05-430-740-3050-6020	Child Outpat Assess/Psyc. Testing	10,000
05-430-740-3830-6057	Rule 5-Children's Residential Trmt	100,000
05-430-740-3890-6020	Child Mh Respite	1,000
05-430-740-3890-6057	Mh Respite - Foster Care	1,000
05-430-740-3900-6020	Child Rule 79 Case Mgmt	2,000
05-430-745-0000-5343	Adult MH Rule 78 CSP (S25)	55,418 -
05-430-745-0000-5421	MA Adult MH TCM (F31)	25,000 -
05-430-745-0000-5500	Insurance Company Revenue (M13)	45,000 -
05-430-745-3030-6071	Client Outreach - Csp	74,591
05-430-745-3085-6020	Adult Outpat Diagnostic Assess/Psyc	15,000

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Aitkin County



USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
05-430-745-3090-6050	Pre-Petition Screening/Hearing	5,000
05-430-745-3340-6071	Other Community Support Program Se	8,710
05-430-745-3720-6081	State-Operated Inpatient - Rtc Or Cbhh	35,000
05-430-745-3721-6081	Commitment Costs - Poor Relief	250,000
05-430-745-3730-6020	Adult Acute Care Hospital Inpatient	1,000
05-430-745-3910-6020	Adult Rule 79 Case Mgmt	4,000
05-430-750-0000-5323	State Share-DD Services (S38)	88,000 -
05-430-750-0000-5341	DD Family Support Grant (S35)	1,000 -
05-430-750-0000-5373	DD SILS Program (S34)	20,199 -
05-430-750-0000-5420	Fed Share-DD Services (F38)	88,000 -
05-430-750-0000-5445	MA VA/DD TCM (F42)	7,000 -
05-430-750-3340-6073	Semi-Independent Living Serv (Sils)	23,764
05-430-750-3350-6020	Family Support Program	1,000
05-430-750-3410-6094	Environment Access,Adapt,Special Su	1,000
05-430-750-3950-6020	Public Guardianship DD	12,500
05-430-760-0000-5322	State Share - CADI/CAC (S44)	90,000 -
05-430-760-0000-5323	State Share - EW (S44)	21,500 -
05-430-760-0000-5324	State Share - AC (S45)	5,000 -
05-430-760-0000-5325	State Share - TBI (S44)	8,000 -
05-430-760-0000-5330	Adult Protection Grant (S48)	10,146 -
05-430-760-0000-5331	State Share - RSC (S44)	2,000 -
05-430-760-0000-5420	Fed Share - AC (F48)	5,000 -
05-430-760-0000-5422	Fed Share - CADI/CAC (F47)	90,000 -
05-430-760-0000-5423	Fed Share - EW (F47)	21,500 -
05-430-760-0000-5425	Fed Share - TBI (F47)	8,000 -
05-430-760-0000-5432	Federal Share - RSC (F47)	2,000 -
05-430-760-0000-5500	Insurance Company Revenue (M21)	290,000 -
05-430-760-0000-5810	Co Share - Waivered Services (M23)	1,500 -
05-430-760-0000-5832	Misc Adult Service Recoveries (M23)	1,000 -
05-430-760-3020-6020	Community Ed & Prevention	500
05-430-760-3040-6020	APS Assessment/Investigation	1,000
05-430-760-3160-6050	Transportation - Txx	50
05-430-760-3160-6075	Waiver & Ac Transportation	50
05-430-760-3410-6075	Environment Access,Adapt,Special Su	1,500
05-430-760-3950-6020	Guardianship/Conservatorship	15,000
DEPT 430 Social Services	Revenue	3,888,190 -
	Expend.	4,408,700

JAS1
 12/15/21 10:21AM
 05 FUND Health & Human Services

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

		<u>Account Number</u>	<u>Account Description</u>		PROPOSED
					<u>2022</u>
				Net	520,510
FUND	05		Health & Human Services	Revenue	6,941,033 -
				Expend.	7,370,893
				Net	429,860

JAS1
 12/15/21 10:21AM
 06 FUND Debt Service

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

PROPOSED 2022

<u>Account Number</u>	<u>Account Description</u>	
000 DEPT Undesignated		
06-000-000-0000-5001	Property Taxes - Current	743,573 -
06-000-000-0000-6795	Long Term Loans	395,000
06-000-000-0000-6796	Interest	309,090
DEPT 000 Undesignated	Revenue	743,573 -
	Expend.	704,090
	Net	39,483 -
FUND 06 Debt Service	Revenue	743,573 -
	Expend.	704,090
	Net	39,483 -

JAS1
 12/15/21 10:21AM
 10 FUND Trust

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED
			<u>2022</u>
<u>Account Number</u>	<u>Account Description</u>		
921 DEPT	Co. Development		
10-921-000-0000-5220	Concon Apport Ms 84 A 51 Intergoverr		220,000 -
10-921-000-0000-5251	In Lieu Apportionments & Receipts		97,500 -
10-921-000-0000-5947	Planned Use of Fund Balance		110,000 -
10-921-000-0000-6231	Services, Labor, Contracts		24,000
10-921-000-0000-6240	Membership/Dues/Association Fees		3,000
10-921-000-0000-6515	Culverts		10,000
10-921-000-0000-6801	SWCD Appropriation		50,000
10-921-000-0000-6900	Transfers to Other Funds		394,947
DEPT 921	Co. Development	Revenue	427,500 -
		Expend.	481,947
		Net	54,447
923 DEPT	Forfeited Tax Sales		
10-923-000-0000-5254	Forfeited Tax Sales		1,350,000 -
10-923-000-0000-6101	Salaries-Full Time		434,616
10-923-000-0000-6124	Medicare-Employer 1.45%		6,302
10-923-000-0000-6148	Employer Deduct Contribution-HSA		19,310
10-923-000-0000-6150	Health Insurance-Employer		79,400
10-923-000-0000-6152	Life Insurance-Employer		489
10-923-000-0000-6154	Long Term Disability-Employer		1,137
10-923-000-0000-6159	PERA		31,386
10-923-000-0000-6165	Fica-Employer		26,946
10-923-000-0000-6205	Postage		2,400
10-923-000-0000-6208	Training/Education		3,500
10-923-000-0000-6230	Printing, Publishing & Adv		2,500
10-923-000-0000-6231	Services, Labor, Contracts		52,000
10-923-000-0000-6240	Membership/Dues/Association Fees		3,100
10-923-000-0000-6250	Telephone		8,000
10-923-000-0000-6254	Utilities-Gas and Electric		7,500
10-923-000-0000-6280	State Deed Forfeited Tax Sales		550
10-923-000-0000-6282	State Deed Repurchase		125
10-923-000-0000-6330	Transportation/Travel/Parking		2,000
10-923-000-0000-6332	Hotel / Motel Lodging		1,200
10-923-000-0000-6340	Meals (Overnight)		400
10-923-000-0000-6352	Insurance		7,754
10-923-000-0000-6353	Workers Compensation Insurance		5,100

JAS1
 12/15/21 10:21AM
 10 FUND Trust

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
10-923-000-0000-6405	Office Supplies	12,000
10-923-000-0000-6406	Field Supplies	6,000
10-923-000-0000-6450	Small Equipment: Phones,Chairs,Tool:	1,200
10-923-000-0000-6511	Gas And Oil	30,000
10-923-000-0000-6590	Repair & Maintenance Supplies	30,000
10-923-000-0000-6818	FTS Apportionment	481,326
10-923-000-0000-6820	Refunds & Reimbursements	70,000
10-923-000-0000-6901	Incidental Transfers	30,000
DEPT 923	Forfeited Tax Sales	Revenue 1,350,000 -
		Expend. 1,356,241
		Net 6,241
926 DEPT	Law Library	
10-926-000-0000-5548	Law Library Fees	30,000 -
10-926-000-0000-6408	Law Books	30,000
DEPT 926	Law Library	Revenue 30,000 -
		Expend. 30,000
		Net 0
929 DEPT	Mn. Trust Insurance Fund	
10-929-000-0000-5840	Dividends And Misc Reimbursements	400 -
DEPT 929	Mn. Trust Insurance Fund	Revenue 400 -
		Expend. 0
		Net 400 -
FUND 10	Trust	Revenue 1,807,900 -
		Expend. 1,868,188
		Net 60,288

JAS1
 12/15/21 10:21AM
 11 FUND Forest Development

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
925 DEPT Resource Management		
11-925-000-0000-5150	Sooline RR Permits	200 -
11-925-000-0000-5222	L79C303 Ms 477-A-11-14 Intergovernr	142,000 -
11-925-000-0000-5252	Forf Tax Sales Apportionment	251,000 -
11-925-000-0000-5301	Forest Road Grt Lw 1988Ch686	32,725 -
11-925-000-0000-5396	Trail Grants-State	38,342 -
11-925-000-0000-5840	Misc Receipts	1,000 -
11-925-000-0000-6101	Salaries-Full Time	73,611
11-925-000-0000-6124	Medicare-Employer 1.45%	1,067
11-925-000-0000-6148	Employer Deduct Contribution-HSA	3,260
11-925-000-0000-6150	Health Insurance-Employer	18,358
11-925-000-0000-6152	Life Insurance-Employer	111
11-925-000-0000-6154	Long Term Disability-Employer	175
11-925-000-0000-6159	PERA	4,768
11-925-000-0000-6165	Fica-Employer	4,564
11-925-000-0000-6231	Services, Labor, Contracts	26,000
11-925-000-0000-6273	Timber Improvement	110,300
11-925-000-0000-6340	Meals (Overnight)	200
11-925-000-0000-6350	Per Diem	3,500
11-925-000-0000-6352	Insurance	2,640
11-925-000-0000-6353	Workers Compensation Insurance	374
11-925-000-0000-6361	Road Construction Service	40,000
11-925-000-0000-6374	Auto & Trailer License	500
11-925-000-0000-6590	Repair & Maintenance Supplies	15,000
11-925-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	60,000
11-925-000-0000-6900	Transfers to Other Funds	244,947
DEPT 925 Resource Management	Revenue	465,267 -
	Expend.	609,375
	Net	144,108
939 DEPT County Surveyor		
11-939-000-0000-5840	Misc Receipts	5,000 -
11-939-000-0000-5948	Intergovernmental Fund Transfer	489,894 -
11-939-000-0000-6101	Salaries-Full Time	328,270
11-939-000-0000-6124	Medicare-Employer 1.45%	4,760
11-939-000-0000-6148	Employer Deduct Contribution-HSA	12,300
11-939-000-0000-6150	Health Insurance-Employer	50,794

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Aitkin County



USER-SELECTED BUDGET REPORT

11 FUND Forest Development

Report Basis: Cash

		PROPOSED	
		<u>2022</u>	
	<u>Account Number</u>	<u>Account Description</u>	
	11-939-000-0000-6152	Life Insurance-Employer	339
	11-939-000-0000-6154	Long Term Disability-Employer	894
	11-939-000-0000-6159	PERA	24,620
	11-939-000-0000-6165	Fica-Employer	20,353
	11-939-000-0000-6208	Staff Development/Training	1,000
	11-939-000-0000-6240	Membership/Dues/Association Fees	600
	11-939-000-0000-6330	Transportation/Travel/Parking	200
	11-939-000-0000-6332	Hotel / Motel Lodging	200
	11-939-000-0000-6340	Meals (Overnight)	200
	11-939-000-0000-6353	Workers Compensation Insurance	725
	11-939-000-0000-6405	Office Supplies	31,150
	11-939-000-0000-6406	Supplies	1,000
	11-939-000-0000-6610	Equipment	26,400
DEPT	939 County Surveyor	Revenue	494,894 -
		Expend.	503,805
		Net	8,911
FUND	11 Forest Development	Revenue	960,161 -
		Expend.	1,113,180
		Net	153,019

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 12/15/21 10:21AM

Aitkin County



USER-SELECTED BUDGET REPORT

12 FUND Townships/Cities/ARDC/Ambulance

Report Basis: Cash

<u>Account Number</u>			<u>Account Description</u>	PROPOSED
930	DEPT	ARDC		<u>2022</u>
			Property Taxes - Current	58,161 -
			Appropriations	58,161
DEPT	930	ARDC	Revenue	58,161 -
			Expend.	58,161
			Net	0
FUND	12	Townships/Cities/ARDC/Ambulance	Revenue	58,161 -
			Expend.	58,161
			Net	0

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Aitkin County



USER-SELECTED BUDGET REPORT

15 FUND Aitkin County Collaborative

Report Basis: Cash

			PROPOSED	
			2022	
Account Number	Account Description			
000 DEPT	Undesignated			
15-000-000-0000-5791	Interest Income			500 -
15-000-000-0000-5832	Lcts Revenue Earned			70,000 -
DEPT 000	Undesignated		Revenue	70,500 -
			Expend.	0
			Net	70,500 -
450 DEPT	Collaborative-Aitkin School			
15-450-000-0000-6231	Aitkin School Services			27,500
DEPT 450	Collaborative-Aitkin School		Revenue	0
			Expend.	27,500
			Net	27,500
451 DEPT	Collaborative-Hill City School			
15-451-000-0000-6231	Hill City School Services			15,500
DEPT 451	Collaborative-Hill City School		Revenue	0
			Expend.	15,500
			Net	15,500
452 DEPT	Collaborative-Mcgregor School			
15-452-000-0000-6231	Mcgregor School Services			27,500
DEPT 452	Collaborative-Mcgregor School		Revenue	0
			Expend.	27,500
			Net	27,500
FUND 15	Aitkin County Collaborative		Revenue	70,500 -
			Expend.	70,500
			Net	0

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Aitkin County



USER-SELECTED BUDGET REPORT

18 FUND Environmental Trust Fund

Report Basis: Cash

PROPOSED 2022

<u>Account Number</u>	<u>Account Description</u>	
937 DEPT Environmental Trust Fund		
18-937-000-0000-5791	Interest Income	13,600 -
18-937-000-0000-6900	Transfers to Other Funds	13,600
DEPT 937 Environmental Trust Fund	Revenue	13,600 -
	Expend.	13,600
	Net	0
FUND 18 Environmental Trust Fund	Revenue	13,600 -
	Expend.	13,600
	Net	0

Aitkin County



USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

			PROPOSED
			2022
Account Number	Account Description		
521	DEPT	LLCC Administration	
19-521-000-0000-5751		Contributions-Unrestricted	40,000 -
19-521-000-0000-5861		Insurance Proceeds/Dividends	4,576 -
19-521-000-0000-5884		Commissary Sales Non Taxable	24,000 -
19-521-000-0000-5885		Commissary Sales Taxable	20,000 -
19-521-000-0000-6101		Salaries-Full Time	92,297
19-521-000-0000-6124		Medicare-Employer 1.45%	1,338
19-521-000-0000-6148		Employer Deduct Contribution-HSA	2,750
19-521-000-0000-6152		Life Insurance-Employer	119
19-521-000-0000-6154		Long Term Disability-Employer	59
19-521-000-0000-6159		PERA	6,922
19-521-000-0000-6165		Fica-Employer 6.20%	5,722
19-521-000-0000-6205		Postage	300
19-521-000-0000-6208		Training/Education	2,060
19-521-000-0000-6230		Printing, Publishing & Adv	4,029
19-521-000-0000-6231		Services, Labor, Contracts	14,214
19-521-000-0000-6240		Membership/Dues/Association Fees	525
19-521-000-0000-6250		Telephone	3,555
19-521-000-0000-6254		Utilities-Gas and Electric	44,035
19-521-000-0000-6255		Garbage	1,200
19-521-000-0000-6330		Transportation/Travel/Parking	250
19-521-000-0000-6352		Insurance	14,790
19-521-000-0000-6353		Workers Compensation Insurance	150
19-521-000-0000-6374		Auto & Trailer License	100
19-521-000-0000-6400		Commissary Items	12,500
19-521-000-0000-6405		Office Supplies	500
DEPT 521	LLCC Administration	Revenue	88,576 -
		Expend.	207,415
		Net	118,839
522	DEPT	LLCC Education	
19-522-000-0000-5553		Non School Groups	113,825 -
19-522-000-0000-5557		Adventure Program Pkg Fees	101,375 -
19-522-000-0000-5558		School Program Pkg Fees	323,277 -
19-522-000-0000-6101		Salaries-Full Time	149,451
19-522-000-0000-6102		Salaries-Part Time	95,808
19-522-000-0000-6124		Medicare-Employer 1.45%	3,556

Aitkin County



USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

			PROPOSED
			<u>2022</u>
	<u>Account Number</u>	<u>Account Description</u>	
	19-522-000-0000-6148	Employer Deduct Contribution-HSA	8,270
	19-522-000-0000-6150	Health Insurance-Employer	23,542
	19-522-000-0000-6152	Life Insurance-Employer	280
	19-522-000-0000-6154	Long Term Disability-Employer	440
	19-522-000-0000-6159	PERA	18,394
	19-522-000-0000-6165	Fica-Employer 6.20%	15,206
	19-522-000-0000-6217	Credit Card Fees	2,000
	19-522-000-0000-6241	Registration Fee	4,225
	19-522-000-0000-6353	Workers Compensation Insurance	3,308
	19-522-000-0000-6416	Education Supplies	4,858
	19-522-000-0000-6430	Medical Supplies	350
DEPT 522	LLCC Education	Revenue	538,477 -
		Expend.	329,688
		Net	208,789 -
523	DEPT LLCC Food		
	19-523-000-0000-5543	Special Milk Refunds	4,500 -
	19-523-000-0000-6101	Salaries-Full Time	43,722
	19-523-000-0000-6102	Salaries-Part Time	35,581
	19-523-000-0000-6109	Overtime-Salaries	1,000
	19-523-000-0000-6124	Medicare-Employer 1.45%	1,164
	19-523-000-0000-6148	Employer Deduct Contribution-HSA	3,260
	19-523-000-0000-6150	Health Insurance-Employer	15,606
	19-523-000-0000-6152	Life Insurance-Employer	119
	19-523-000-0000-6154	Long Term Disability-Employer	129
	19-523-000-0000-6159	PERA 7.50%	5,947
	19-523-000-0000-6165	Fica-Employer 6.20%	4,922
	19-523-000-0000-6353	Workers Compensation Insurance	558
	19-523-000-0000-6418	Groceries-Students	62,818
	19-523-000-0000-6420	Food Service Supplies	1,200
DEPT 523	LLCC Food	Revenue	4,500 -
		Expend.	176,026
		Net	171,526
524	DEPT LLCC Maintenance		
	19-524-000-0000-5840	Misc Receipts	75,000 -
	19-524-000-0000-6101	Salaries-Full Time	45,136
	19-524-000-0000-6109	Overtime-Salaries	600

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12/15/21 10:21AM

Aitkin County



USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

PROPOSED

2022

<u>Account Number</u>	<u>Account Description</u>		<u>2022</u>
19-524-000-0000-6124	Medicare-Employer 1.45%		663
19-524-000-0000-6148	Employer Deduct Contribution-HSA		3,260
19-524-000-0000-6150	Health Insurance-Employer		18,223
19-524-000-0000-6152	Life Insurance-Employer		119
19-524-000-0000-6154	Long Term Disability-Employer		133
19-524-000-0000-6159	PERA 7.50%		3,430
19-524-000-0000-6165	Fica-Employer 6.20%		2,836
19-524-000-0000-6267	Unemployment Compensation		500
19-524-000-0000-6302	Vehicle Maintenance		500
19-524-000-0000-6353	Workers Compensation Insurance		1,249
19-524-000-0000-6422	Janitorial Supplies		9,000
19-524-000-0000-6511	Gas And Oil		750
19-524-000-0000-6590	Repair & Maintenance Supplies		7,500
DEPT 524	LLCC Maintenance	Revenue	75,000 -
		Expend.	93,899
		Net	18,899
525 DEPT	LLCC Capital Improvement		
19-525-085-0000-5867	Rental Income-Cap Improv.Residential		21,600 -
19-525-085-0000-6600	Capital Improvement-Residential		1,000
DEPT 525	LLCC Capital Improvement	Revenue	21,600 -
		Expend.	1,000
		Net	20,600 -
FUND 19	Long Lake Conservation Center	Revenue	728,153 -
		Expend.	808,028
		Net	79,875

JAS1
 12/15/21 10:21AM
 21 FUND Parks

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2022</u>
520 DEPT Parks		
21-520-000-0000-5001	Taxes	15,000 -
21-520-000-0000-5201	MV Credit MS Statute 273,1384	180 -
21-520-000-0000-5209	Disparity Reduction Aid	10 -
21-520-000-0000-5216	Taconite Credit-Current	630 -
21-520-000-0000-5251	In Lieu Apportionments & Receipts	120 -
21-520-000-0000-5252	Forf Tax Sales Apportionment	130,000 -
21-520-000-0000-5256	DNR-Public Access Maintenance	4,160 -
21-520-000-0000-5396	Trail Grants-State	420,000 -
21-520-000-0000-5510	Co. Parks Campground Fees	40,000 -
21-520-000-0000-6101	Salaries-Full Time	117,030
21-520-000-0000-6124	Medicare-Employer 1.45%	1,697
21-520-000-0000-6148	Employer Deduct Contribution-HSA	4,520
21-520-000-0000-6150	Health Insurance-Employer	16,218
21-520-000-0000-6152	Life Insurance-Employer	222
21-520-000-0000-6154	Long Term Disability-Employer	238
21-520-000-0000-6159	PERA	6,498
21-520-000-0000-6165	Fica-Employer	6,788
21-520-000-0000-6208	Training/Education	1,000
21-520-000-0000-6231	Services, Labor, Contracts	30,000
21-520-000-0000-6254	Utilities-Gas and Electric	3,200
21-520-000-0000-6352	Insurance	4,930
21-520-000-0000-6353	Workers Compensation Insurance	1,338
21-520-000-0000-6361	Road Construction Service	3,000
21-520-000-0000-6374	Auto & Trailer License	500
21-520-000-0000-6406	Field Supplies	2,000
21-520-000-0000-6523	Misc Bldg & Shop Supplies	5,000
21-520-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	19,100
21-520-000-0000-6802	Trail Grants-State	336,000
21-520-000-0000-6900	Transfers to Other Funds	74,950
DEPT 520 Parks	Revenue	610,100 -
	Expend.	634,229
	Net	24,129
FUND 21 Parks	Revenue	610,100 -
	Expend.	634,229
	Net	24,129

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12/15/21 10:21AM
21 FUND Parks

Aitkin County

USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>		PROPOSED <u>2022</u>
Final Totals		Revenue	38,006,315 -
		Expend.	38,714,003
		Net	707,688



Board of County Commissioners Agenda Request

6E
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Approve HHS Fiscal Recovery Funds Request

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

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 min.
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Summary of Issue:

Attached is a Fiscal Recovery Funds request for HHS technology equipment and staffing costs. These amounts have been previously discussed with the Board at the most recent Committee of the Whole meeting and have been discussed with the Budget Committee.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend motion to approve the HHS Fiscal Recovery Funds request in the amount of \$117,695.

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 Fiscal Recovery Funds

Strategic Investment Project

Project Identification: Health & Human Services – COVID expense reimbursement request

Funding amount: \$117,695

Project Expenditure Category: EC Public Health 1.8 & 1.9

Project overview

- *A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project:*
 - **EC 1.8 \$25,000:** HHS purchased IT equipment i.e. laptops for staff to continue to work remotely to help mitigate the spread of COVID-19, computer equipment costs incurred from 04/16/21-12/31/21.
 - **EC 1.9 \$92,695:** HHS public health and human services staff responded to the COVID-19 pandemic, salary/benefit reimbursement is being requested for payroll costs incurred from 03/03/21-12/31/21.

- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc.*
 - **EC 1.8 \$25,000** (see attached computer equipment vouchers/invoices, requesting reimbursement up to \$25,000 as discussed)
 - **EC 1.9 \$92,695** (see attached detailed breakdown for 2021 salary/benefit payroll expenses. Actual salary/benefit amount changed slightly, but only asking for \$92,695 in reimbursement as discussed)

Table of Expenses by Expenditure Category

Category		Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)	\$25,000	
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19	\$92,695	
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		
2.13	Other Economic Support		

Category		Funding Requested for Project	Funding Approved for Project
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		

Category		Funding Requested for Project	Funding Approved for Project
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; Carli Goble - Aitkin County Health + Human Services
 Date; 11/22/2021 Fiscal Supervisor

Reviewed by Economic Development Coordinator;
 Signature; [Signature]
 Date; 11/24/2021

Approval by County Administrator;
 Signature; Jessie Sulew
 Date; 12-15-21

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)



Board of County Commissioners Agenda Request

6F
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Approve Fiscal Recovery Funds Transfer Resolution

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 min.
Summary of Issue: Through the 2022 budget process the Board has obligated use of Fiscal Recovery Funds totaling \$117,695 for Health & Human Services computer equipment and staffing costs related to the COVID-19 response. Attached is a resolution approving the transfer of funds from the Coronavirus Fiscal Recovery Fund to Health and Human Services.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve Resolution Coronavirus Fiscal Recovery Fund Transfer.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 117,695 <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Funds to be transferred from CRF Fund to HHS.		

By Commissioner: xx

20211221-0xx

Coronavirus Fiscal Recovery Fund Transfer

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the Coronavirus Relief Fund account to the Health & Human Services fund. Monies to be transferred from the Coronavirus Relief Fund as given below. Purpose of this transfer is to cover the computer equipment expenses incurred for remote work as well as salary/benefits of staff responding to the COVID-19 pandemic.

Transfer from Coronavirus Relief Fund – Fund 22

Computer Equipment	\$25,000
Human Services Staffing	\$92,695
 Total to Health & Human Services – Fund 05	 \$117,695

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

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 21st day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

6G
Agenda Item #

Requested Meeting Date: December 21, 2021

Title of Item: Adopt Opioid Settlement Resolution

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 min.
Summary of Issue: Attached is a resolution to ensure county participation in the national opioid settlement agreements. The documents include: 1. A resolution supporting the State memorandum of agreement, opting in to the settlement, and authorizing staff to execute necessary documents 2. State sub-division memorandum of agreement and 3. Settlement participation forms for Janssen and "Settling Distributors". County Attorney Jim Ratz has reviewed all forms.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend adoption of opioid settlement resolution, MN Opioids State-Subdivision Memorandum of Agreement, Settlement Participation Forms, and authorize County Administrator to execute all documents.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner: xx

20211221-0xx

Opioid Settlement Resolution

Authorizing county staff to execute all necessary documents to ensure County participation in the multistate settlements relating to opioid distributors and manufacturers, and in the Minnesota Opioids State-Subdivision Memorandum of Agreement, and declaring support for an amendment to Minn. Stat. § 256.043, subd. 3(d).

WHEREAS, the State of Minnesota and numerous Minnesota cities and counties are engaged in nationwide civil litigation against manufacturers and distributors of prescription opioids related to the opioid crisis; and

WHEREAS, the Minnesota Attorney General has signed on to multistate settlement agreements with several pharmaceutical distributors, McKesson, Cardinal Health, and AmerisourceBergen, as well as opioid manufacturer Johnson & Johnson, but those settlement agreements are still subject to sign-on by local governments and final agreement by the companies and approval by the courts; and

WHEREAS, there is a deadline of January 2, 2022, for a sufficient threshold of Minnesota cities and counties to sign on to the above-referenced multistate settlement agreements, and failure to timely sign on may diminish the amount of funds received by not only that city or county but by all Minnesota cities and counties from the settlement funds; and

WHEREAS, representatives of Minnesota's local governments, the Office of the Attorney General, and the State of Minnesota have reached agreement on the intrastate allocation of these settlement funds between the State, and the counties and cities, as well as the permissible uses of these funds, which will be memorialized in the Minnesota Opioids State-Subdivision Memorandum of Agreement (the "State-Subdivision Agreement"); and

WHEREAS, during negotiations of the State-Subdivision Agreement, representatives of Minnesota's counties prioritized flexibility in how local governments may use settlement funds for opioids abatement and remediation and advocated for counties to receive settlement allocations directly rather than using the distribution mechanism detailed in Minn. Stat. § 256.043, subd. 3(d); and

WHEREAS, in order to achieve the goals of flexibility and direct allocation, Minn. Stat. § 256.043, subd. 3(d), must be amended to remove a provision which would otherwise appropriate approximately 50 percent of the state's settlement allocation to county social service agencies for statutorily-prescribed use(s); and

WHEREAS, the State-Subdivision Agreement creates an opportunity for local governments and the State to work collaboratively on a unified vision to deliver a robust abatement and remediation plan to address the opioid crisis in Minnesota; now, therefore,

BE IT RESOLVED, Aitkin County supports and agrees to the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Aitkin County supports and opts in to the multistate settlements with McKesson, Cardinal Health, and AmerisourceBergen, and with Johnson & Johnson; and

BE IT FURTHER RESOLVED, Aitkin County authorizes county staff to execute all necessary documents to ensure County participation in the multistate settlements, including the Participation Agreement and accompanying Release, and in the State-Subdivision Agreement; and

BE IT FURTHER RESOLVED, Aitkin County, supports the amending of Minn. Stat. § 256.043, subd. 3(d), to remove a provision which would appropriate approximately 50 percent of the state's settlement allocation to county social service agencies via the existing Opiate Epidemic Response Fund distribution mechanism for statutorily-prescribed use(s).

Commissioner xx moved the 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 14th day of December 2021, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 21st day of December, 2021

Jessica Seibert
County Administrator

MINNESOTA OPIOIDS STATE-SUBDIVISION MEMORANDUM OF AGREEMENT

WHEREAS, the State of Minnesota, Minnesota counties and cities, and their people have been harmed by misconduct committed by certain entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic;

WHEREAS, certain Minnesota counties and cities, through their counsel, and the State, through its Attorney General, are separately engaged in ongoing investigations, litigation, and settlement discussions seeking to hold opioid manufacturers and distributors accountable for the damage caused by their misconduct;

WHEREAS, the State and Local Governments share a common desire to abate and alleviate the impacts of the misconduct described above throughout Minnesota;

WHEREAS, while the State and Local Governments recognize the sums which may be available from the aforementioned litigation will likely be insufficient to fully abate the public health crisis caused by the opioid epidemic, they share a common interest in dedicating the most resources possible to the abatement effort;

WHEREAS, the investigations and litigation with Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson have resulted in National Settlement Agreements with those companies, which the State has already committed to join;

WHEREAS, Minnesota's share of settlement funds from the National Settlement Agreements will be maximized only if all Minnesota counties, and cities of a certain size, participate in the settlements;

WHEREAS, the National Settlement Agreements will set a default allocation between each state and its political subdivisions unless they enter into a state-specific agreement regarding the distribution and use of settlement amounts;

WHEREAS, this Memorandum of Agreement is intended to facilitate compliance by the State and by the Local Governments with the terms of the National Settlement Agreements and is intended to serve as a State-Subdivision Agreement under the National Settlement Agreements;

WHEREAS, this Memorandum of Agreement is also intended to serve as a State-Subdivision Agreement under resolutions of claims concerning alleged misconduct in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and cities and allow for the allocation between a state and its political subdivisions to be set through a state-specific agreement; and

WHEREAS, specifically, this Memorandum of Agreement is intended to serve under the Bankruptcy Resolutions concerning Purdue Pharma and Mallinckrodt as a qualifying Statewide Abatement Agreement.

I. Definitions

As used in this MOA (including the preamble above):

“Approved Uses” shall mean forward-looking strategies, programming, and services to abate the opioid epidemic that fall within the list of uses on **Exhibit A**. Consistent with the terms of the National Settlement Agreements and Bankruptcy Resolutions, “Approved Uses” shall include the reasonable administrative expenses associated with overseeing and administering Opioid Settlement Funds. Reimbursement by the State or Local Governments for past expenses are not Approved Uses.

“Backstop Fund” is defined in Section VI.B below.

“Bankruptcy Defendants” mean Purdue Pharma L.P. and Mallinckrodt plc.

“Bankruptcy Resolution(s)” means resolutions of claims concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic by the Bankruptcy Defendants entered in bankruptcy court that provide for payments (including payments through a trust) to both the State and Minnesota counties and municipalities and allow for the allocation between the state and its political subdivisions to be set through a state-specific agreement.

“Counsel” is defined in Section VI.B below.

“County Area” shall mean a county in the State of Minnesota plus the Local Governments, or portion of any Local Government, within that county.

“Governing Body” means (1) for a county, the county commissioners of the county, and (2) for a municipality, the elected city council or the equivalent legislative body for the municipality.

“Legislative Modification” is defined in Section II.C below.

“Litigating Local Governments” mean a Local Government that filed an opioid lawsuit(s) on or before December 3, 2021, as defined in Section VI.B below.

“Local Abatement Funds” are defined in Section II.B below.

“Local Government” means all counties and cities within the geographic boundaries of the state of Minnesota.

“MDL Matter” means the matter captioned *In re National Prescription Opiate Litigation*, MDL 2804, pending in the United States District Court for the Northern District of Ohio.

“Memorandum of Agreement” or “MOA” mean this agreement, the Minnesota Opioids State-Subdivision Memorandum of Agreement.

“National Settlement Agreements” means the national opioid settlement agreements with the Parties and one or all of the Settling Defendants concerning alleged misconduct in manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic.

“Opioid Settlement Funds” shall mean all funds allocated by the National Settlement Agreements and any Bankruptcy Resolutions to the State and Local Governments for purposes of opioid remediation activities or restitution, as well as any repayment of those funds and any interest or investment earnings that may accrue as those funds are temporarily held before being expended on opioid remediation strategies.

“Opioid Supply Chain Participants” means entities that engage in or have engaged in the manufacture, marketing, promotion, distribution, or dispensing of an opioid analgesic, including their officers, directors, employees, or agents, acting in their capacity as such.

“Parties” means the State and the Participating Local Governments.

“Participating Local Government” means a county or city within the geographic boundaries of the State of Minnesota that has signed this Memorandum of Agreement and has executed a release of claims with the Settling Defendants by signing on to the National Settlement Agreements. For the avoidance of doubt, a Local Government must sign this MOA to become a “Participating Local Government.”

“Region” is defined in Section II.H below.

“Settling Defendants” means Johnson & Johnson, AmerisourceBergen, Cardinal Health, and McKesson, as well as their subsidiaries, affiliates, officers, and directors named in a National Settlement Agreement.

“State” means the State of Minnesota by and through its Attorney General, Keith Ellison.

“State Abatement Fund” is defined in Section II.B below.

II. Allocation of Settlement Proceeds

- A. Method of distribution. Pursuant to the National Settlement Agreements and any Bankruptcy Resolutions, Opioid Settlement Funds shall be distributed directly to the State and directly to Participating Local Governments in such proportions and for such uses as set forth in this MOA, provided Opioid Settlement Funds shall not be considered funds of the State or any Participating Local Government unless and until such time as each annual distribution is made.
- B. Overall allocation of funds. Opioid Settlement Funds will be initially allocated as follows: (i) 25% directly to the State (“State Abatement Fund”), and (ii) 75% directly to abatement funds established by Participating Local Governments (“Local Abatement Funds”). This initial allocation is subject to modification by Sections II.F, II.G, and II.H, below.

C. Statutory change.

1. The Parties agree to work together in good faith to propose and lobby for legislation in the 2022 Minnesota legislative session to modify the distribution of the State's Opiate Epidemic Response Fund under Minnesota Statutes section 256.043, subd. 3(d), so that "50 percent of the remaining amount" is no longer appropriated to county social services, as related to Opioid Settlement Funds that are ultimately placed into the Minnesota Opiate Epidemic Response Fund ("Legislative Modification").¹ Such efforts include, but are not limited to, providing testimony and letters in support of the Legislative Modification.
2. It is the intent of the Parties that the Legislative Modification would affect only the county share under section 256.043, subd. 3(d), and would not impact the provision of funds to tribal social service agencies. Further, it is the intent of the Parties that the Legislative Modification would relate only to disposition of Opioid Settlement Funds and is not predicated on a change to the distribution of the Board of Pharmacy fee revenue that is deposited into the Opiate Epidemic Response Fund.

D. Bill Drafting Workgroup. The Parties will work together to convene a Bill Drafting Workgroup to recommend draft legislation to achieve this Legislative Modification. The Workgroup will meet as often as practicable in December 2021 and January 2022 until recommended language is completed. Invitations to participate in the group shall be extended to the League of Minnesota Cities, the Association of Minnesota Counties, the Coalition of Greater Minnesota Cities, state agencies, the Governor's Office, the Attorney General's Office, the Opioid Epidemic Response Advisory Council, the Revisor's Office, and Minnesota tribal representatives. The Workgroup will host meetings with Members of the Minnesota House of Representatives and Minnesota Senate who have been involved in this matter to assist in crafting a bill draft.

E. No payments until August 1, 2022. The Parties agree to take all steps necessary to ensure that any Opioid Settlement Funds ready for distribution directly to the State and Participating Local Governments under the National Settlement Agreements or Bankruptcy Resolutions are not actually distributed to the Parties until on or after August 1, 2022, in order to allow the Parties to pursue legislative change that would take effect before the Opioid Settlement Funds are received by the Parties. Such steps may include, but are not limited to, the Attorney General's Office delaying its filing of Consent Judgments in Minnesota state court memorializing the National Settlement Agreements. This provision will cease to apply upon the effective date of the Legislative Modification described above, if that date is prior to August 1, 2022.

¹ It is the intent of the Parties that counties will continue to fund child protection services for children and families who are affected by addiction, in compliance with the Approved Uses in **Exhibit A.**

- F. Effect of no statutory change by August 1, 2022. If the Legislative Modification described above does not take effect by August 1, 2022, the allocation between the Parties set forth in Section II.B shall be modified as follows: (i) 40% directly to the State Abatement Fund, and (ii) 60% to Local Abatement Funds. The Parties further agree to discuss potential amendment of this MOA if such legislation does not timely go into effect in accordance with this paragraph.
- G. Effect of later statutory change. If the Legislative Modification described above takes effect after August 1, 2022, the allocation between the Parties will be modified as follows: (i) 25% directly to the State Abatement Fund, and (ii) 75% to Local Abatement Funds.
- H. Effect of partial statutory change. If any legislative action otherwise modifies or diminishes the direct allocation of Opioid Settlement Funds to Participating Local Governments so that as a result the Participating Local Governments would receive less than 75 percent of the Opioid Settlement Funds (inclusive of amounts received by counties per statutory appropriation through the Minnesota Opiate Epidemic Response Fund), then the allocation set forth in Section II.B will be modified to ensure Participating Local Governments receive 75% of the Opioid Settlement Funds.
- I. Participating Local Governments receiving payments. The proportions set forth in **Exhibit B** provide for payments directly to: (i) all Minnesota counties; and (ii) all Minnesota cities that (a) have a population of more than 30,000, based on the United States Census Bureau's Vintage 2019 population totals, (b) have funded or otherwise managed an established health care or treatment infrastructure (e.g., health department or similar agency), or (c) have initiated litigation against the Settling Defendants as of December 3, 2021.
- J. Allocation of funds between Participating Local Governments. The Local Abatement Funds shall be allocated to Participating Local Governments in such proportions as set forth in **Exhibit B**, attached hereto and incorporated herein by reference, which is based upon the MDL Matter's Opioid Negotiation Class Model.² The proportions shall not change based on population changes during the term of the MOA. However, to the extent required by the terms of the National Settlement Agreements, the proportions set forth in **Exhibit B** must be adjusted: (i) to provide no payment from the National Settlement Agreements to any listed county or municipality that does not participate in the National Settlement Agreements; and (ii) to provide a reduced payment from the National Settlement Agreements to any listed county or city that signs on to the National Settlement Agreements after the Initial Participation Date.
- K. Redistribution in certain situations. In the event a Participating Local Government merges, dissolves, or ceases to exist, the allocation percentage for that Participating Local

² More specifically, the proportions in Exhibit B were created based on Exhibit G to the National Settlement Agreements, which in turn was based on the MDL Matter's allocation criteria. Cities under 30,000 in population that had shares under the Exhibit G default allocation were removed and their shares were proportionally reallocated amongst the remaining subdivisions.

Government shall be redistributed equitably based on the composition of the successor Local Government. In the event an allocation to a Local Government cannot be paid to the Local Government, such unpaid allocations will be allocated to Local Abatement Funds and be distributed in such proportions as set forth in Exhibit B.

- L. City may direct payments to county. Any city allocated a share may elect to have its full share or a portion of its full share of current or future annual distributions of settlement funds instead directed to the county or counties in which it is located, so long as that county or counties are Participating Local Governments[s]. Such an election must be made by January 1 each year to apply to the following fiscal year. If a city is located in more than one county, the city's funds will be directed based on the MDL Matter's Opioid Negotiation Class Model.

III. Special Revenue Fund

- A. Creation of special revenue fund. Every Participating Local Government receiving Opioid Settlement Funds through direct distribution shall create a separate special revenue fund, as described below, that is designated for the receipt and expenditure of Opioid Settlement Funds.
- B. Procedures for special revenue fund. Funds in this special revenue fund shall not be commingled with any other money or funds of the Participating Local Government. The funds in the special revenue fund shall not be used for any loans or pledge of assets, unless the loan or pledge is for an Approved Use. Participating Local Governments may not assign to another entity their rights to receive payments of Opioid Settlement Funds or their responsibilities for funding decisions, except as provided in Section II.L.
- C. Process for drawing from special revenue funds.
 - 1. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
 - 2. The budget or resolution must (i) indicate that it is an authorization for expenditures of opioid settlement funds; (ii) state the specific strategy or strategies the county or city intends to fund, using the item letter and/or number in **Exhibit A** to identify each funded strategy, if applicable; and (iii) state the amount dedicated to each strategy for a stated period of time.
- D. Local government grantmaking. Participating Local Governments may make contracts with or grants to a nonprofit, charity, or other entity with Opioid Settlement Funds.
- E. Interest earned on special revenue fund. The funds in the special revenue fund may be invested, consistent with the investment limitations for local governments, and may be

placed in an interest-bearing bank account. Any interest earned on the special revenue funds must be used in a way that is consistent with this MOA.

IV. **Opioid Remediation Activities**

- A. Limitation on use of funds. This MOA requires that Opioid Settlement Funds be utilized only for future opioid remediation activities, and Parties shall expend Opioid Settlement Funds only for Approved Uses and for expenditures incurred after the effective date of this MOA, unless execution of the National Settlement Agreements requires a later date. Opioid Settlement Funds cannot be used to pay litigation costs, expenses, or attorney fees arising from the enforcement of legal claims related to the opioid epidemic, except for the portion of Opioid Settlement Funds that comprise the Backstop Fund described in Section VI. For the avoidance of doubt, counsel for Litigating Local Governments may recover litigation costs, expenses, or attorney fees from the common benefit, contingency fee, and cost funds established in the National Settlement Agreements, as well as the Backstop Fund described in Section VI.
- B. Public health departments as Chief Strategists. For Participating Local Governments that have public health departments, the public health departments shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues as Local Governments decide how to leverage and disburse Opioid Settlement Funds. In their role as Chief Strategist, public health departments will convene multi-sector meetings and lead efforts that build upon local efforts like Community Health Assessments and Community Health Improvement Plans, while fostering community focused and collaborative evidence-informed approaches that prevent and address addiction across the areas of public health, human services, and public safety. Chief Strategists should consult with municipalities located within their county in the development of any Community Health Assessment, and are encouraged to collaborate with law enforcement agencies in the county where appropriate.
- C. Administrative expenses. Reasonable administrative costs for the State or Local Government to administer its allocation of the Opioid Settlement Funds shall not exceed actual costs, 10% of the relevant allocation of the Opioid Settlement Funds, or any administrative expense limitation imposed by the National Settlement Agreements or Bankruptcy Resolution, whichever is less.
- D. Regions. Two or more Participating Local Governments may at their discretion form a new group or utilize an existing group (“Region”) to pool their respective shares of settlement funds and make joint spending decisions. Participating Local Governments may choose to create a Region or utilize an existing Region under a joint exercise of powers under Minn. Stat. § 471.59.
- E. Consultation and partnerships.
 1. Each county receiving Opioid Settlement Funds must consult annually with the municipalities in the county regarding future use of the settlement funds in the

county, including by holding an annual meeting with all municipalities in the county in order to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county. These meetings shall be open to the public.

2. Participating Local Governments within the same County Area have a duty to regularly consult with each other to coordinate spending priorities.
3. Participating Local Governments can form partnerships at the local level whereby Participating Local Governments dedicate a portion of their Opioid Settlement Funds to support city- or community-based work with local stakeholders and partners within the Approved Uses.

F. Collaboration. The State and Participating Local Governments must collaborate to promote effective use of Opioid Settlement Funds, including through the sharing of expertise, training, and technical assistance. They will also coordinate with trusted partners, including community stakeholders, to collect and share information about successful regional and other high-impact strategies and opioid treatment programs.

V. **Reporting and Compliance**

- A. Construction of reporting and compliance provisions. Reporting and compliance requirements will be developed and mutually agreed upon by the Parties, utilizing the recommendations provided by the Advisory Panel to the Attorney General on Distribution and Allocation of Opioid Settlement Funds.
- B. Reporting Workgroup. The Parties will work together to establish a Reporting Workgroup that includes representatives of the Attorney General's Office, state stakeholders, and city and county representatives, who will meet on a regular basis to develop reporting and compliance recommendations. The Reporting Workgroup must produce a set of reporting and compliance measures by June 1, 2022. Such reporting and compliance measures will be effective once approved by representatives of the Attorney General's Office, the Governor's Office, the Association of Minnesota Counties, and the League of Minnesota Cities that are on the Workgroup.

VI. **Backstop Fund**

- A. National Attorney Fee Fund. The National Settlement Agreements provide for the payment of all or a portion of the attorney fees and costs owed by Litigating Local Governments to private attorneys specifically retained to file suit in the opioid litigation ("National Attorney Fee Fund"). The Parties acknowledge that the National Settlement Agreements may provide for a portion of the attorney fees of Litigating Local Governments.
- B. Backstop Fund and Waiver of Contingency Fee. The Parties agree that the Participating Local Governments will create a supplemental attorney fees fund (the "Backstop Fund") to be used to compensate private attorneys ("Counsel") for Local Governments that filed opioid lawsuits on or before December 3, 2021 ("Litigating Local Governments"). By

order³ dated August 6, 2021, Judge Polster capped all applicable contingent fee agreements at 15%. Judge Polster's 15% cap does not limit fees from the National Attorney Fee Fund or from any state backstop fund for attorney fees, but private attorneys for local governments must waive their contingent fee agreements to receive payment from the National Attorney Fee Fund. Judge Polster recognized that a state backstop fund can be designed to incentivize private attorneys to waive their right to enforce contingent fee agreements and instead apply to the National Attorney Fee Fund, with the goals of achieving greater subdivision participation and higher ultimate payouts to both states and local governments. Accordingly, in order to seek payment from the Backstop Fund, Counsel must agree to waive their contingency fee agreements relating to these National Settlement Agreements and first apply to the National Attorney Fee Fund.

- C. Backstop Fund Source. The Backstop Fund will be funded by seven percent (7%) of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the initial allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the initial allocation is modified pursuant to Section II.F. above, then the Backstop Fund will be funded by 8.75% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), based upon the modified allocation of 40% directly to the State Abatement Fund and 60% directly to the Local Abatement Funds, and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies. In the event that the allocation is modified pursuant to Section II.G. or Section II.H. above, back to an allocation of 25% directly to the State Abatement Fund and 75% directly to Local Abatement Funds, then the Backstop Fund will be funded by 7% of the share of each payment made to the Local Abatement Funds from the National Settlement Agreements (annual or otherwise), and will not include payments resulting from the Purdue or Mallinckrodt Bankruptcies.
- D. Backstop Fund Payment Cap. Any attorney fees paid from the Backstop Fund, together with any compensation received from the National Settlement Agreements' Contingency Fee Fund, shall not exceed 15% of the total gross recovery of the Litigating Local Governments' share of funds from the National Settlement Agreements. To avoid doubt, in no instance will Counsel receive more than 15% of the amount paid to their respective Litigating Local Government client(s) when taking into account what private attorneys receive from both the Backstop Fund and any fees received from the National Settlement Agreements' Contingency Fee Fund.
- E. Requirements to Seek Payment from Backstop Fund. A private attorney may seek payment from the Backstop Fund in the event that funds received by Counsel from the National Settlement Agreements' Contingency Fee Fund are insufficient to cover the amount that would be due to Counsel under any contingency fee agreement with a Litigating Local Government based on any recovery Litigating Local Governments receive from the National Settlement Agreements. Before seeking any payment from the Backstop Fund,

³ Order, In re: Nat'l Prescription Opiate Litig., Case No. 17-MD-02804, Doc. No. 3814 (N.D. Ohio August 6, 2021).

private attorneys must certify that they first sought fees from the National Settlement Agreements' Contingency Fee Fund, and must certify that they agreed to accept the maximum fees payments awarded to them. Nothing in this Section, or in the terms of this Agreement, shall be construed as a waiver of fees, contractual or otherwise, with respect to fees that may be recovered under a contingency fee agreement or otherwise from other past or future settlements, verdicts, or recoveries related to the opioid litigation.

- F. Special Master. A special master will administer the Backstop Fund, including overseeing any distribution, evaluating the requests of Counsel for payment, and determining the appropriate amount of any payment from the Backstop Fund. The special master will be selected jointly by the Minnesota Attorney General and the Hennepin County Attorney, and will be one of the following individuals: Hon. Jeffrey Keyes, Hon. David Lillehaug; or Hon. Jack Van de North. The special master will be compensated from the Backstop Fund. In the event that a successor special master is needed, the Minnesota Attorney General and the Hennepin County Attorney will jointly select the successor special master from the above-listed individuals. If none of the above-listed individuals is available to serve as the successor special master, then the Minnesota Attorney General and the Hennepin County Attorney will jointly select a successor special master from a list of individuals that is agreed upon between the Minnesota Attorney General, the Hennepin County Attorney, and Counsel.
- G. Special Master Determinations. The special master will determine the amount and timing of any payment to Counsel from the Backstop Fund. The special master shall make one determination regarding payment of attorney fees to Counsel, which will apply through the term of the recovery from the National Settlement Agreements. In making such determinations, the special master shall consider the amounts that have been or will be received by the private attorney's firm from the National Settlement Agreements' Contingency Fee Fund relating to Litigating Local Governments; the contingency fee contracts; the dollar amount of recovery for Counsel's respective clients who are Litigating Local Governments; the Backstop Fund Payment Cap above; the complexity of the legal issues involved in the opioid litigation; work done to directly benefit the Local Governments within the State of Minnesota; and the principles set forth in the Minnesota Rules of Professional Conduct, including the reasonable and contingency fee principles of Rule 1.5. In the interest of transparency, Counsel shall provide information in their initial fee application about the total amount of fees that Counsel have received or will receive from the National Attorney Fee Fund related to the Litigating Local Governments.
- H. Special Master Proceedings. Counsel seeking payment from the Backstop Fund may also provide written submissions to the special master, which may include declarations from counsel, summaries relating to the factors described above, and/or attestation regarding total payments awarded or anticipated from the National Settlement Agreements' Contingency Fee Fund. Private attorneys shall not be required to disclose work product, proprietary or confidential information, including but not limited to detailed billing or lodestar records. To the extent that counsel rely upon written submissions to support their application to the special master, the special master will incorporate said submission or summary into the record. Any proceedings before the special master and documents filed with the special master shall be public, and the special master's determinations regarding

any payment from the Backstop Funds shall be transparent, public, final, and not appealable.

- I. Distribution of Any Excess Funds. To the extent the special master determines that the Backstop Fund exceeds the amount necessary for payment to Counsel, the special master shall distribute any excess amount to Participating Local Governments according to the percentages set forth in **Exhibit B**.
- J. Term. The Backstop Fund will be administered for (a) the length of the National Litigation Settlement payments; or (b) until all Counsel for Litigating Local Governments have either (i) received payments equal to the Backstop Fund Payment Cap above or (ii) received the full amount determined by the special master; whichever occurs first.
- K. No State Funds Toward Attorney Fees. For the avoidance of doubt, no portion of the State Abatement Fund will be used to fund the Backstop Fund or in any other way to fund any Litigating Local Government's attorney fees and expenses. Any funds that the State receives from the National Settlement Agreements as attorney fees and costs or in lieu of attorney fees and costs, including the Additional Restitution Amounts, will be treated as State Abatement Funds.

VII. **General Terms**

- A. Scope of agreement. This MOA applies to all settlements under the National Settlement Agreements with Settling Defendants and the Bankruptcy Resolutions with Bankruptcy Defendants.⁴ The Parties agree to discuss the use, as the Parties may deem appropriate in the future, of the settlement terms set out herein (after any necessary amendments) for resolutions with Opioid Supply Chain Participants not covered by the National Settlement Agreements or a Bankruptcy Resolution. The Parties acknowledge that this MOA does not excuse any requirements placed upon them by the terms of the National Settlement Agreements or any Bankruptcy Resolution, except to the extent those terms allow for a State-Subdivision Agreement to do so.
- B. When MOA takes effect.
 - 1. This MOA shall become effective at the time a sufficient number of Local Governments have joined the MOA to qualify this MOA as a State-Subdivision Agreement under the National Settlement Agreements or as a Statewide Abatement Agreement under any Bankruptcy Resolution. If this MOA does not thereby qualify as a State-Subdivision Agreement or Statewide Abatement Agreement, this MOA will have no effect.
 - 2. The Parties may conditionally agree to sign on to the MOA through a letter of intent, resolution, or similar written statement, declaration, or pronouncement declaring

⁴ For the avoidance of doubt, this includes settlements reached with AmerisourceBergen, Cardinal Health, and McKesson, and Janssen, and Bankruptcy Resolutions involving Purdue Pharma L.P., and Mallinckrodt plc.

their intent to sign on to the MOA if the threshold for Party participation in a specific Settlement is achieved.

C. Dispute resolution.

1. If any Party believes another Party has violated the terms of this MOA, the alleging Party may seek to enforce the terms of this MOA in Ramsey County District Court, provided the alleging Party first provides notice to the alleged offending Party of the alleged violation and a reasonable opportunity to cure the alleged violation.
2. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds has violated any applicable ethics codes or rules, a complaint shall be lodged with the appropriate forum for handling such matters.
3. If a Party believes another Party, Region, or individual involved in the receipt, distribution, or administration of Opioid Settlement Funds violated any Minnesota criminal law, such conduct shall be reported to the appropriate criminal authorities.

D. Amendments. The Parties agree to make such amendments as necessary to implement the intent of this MOA.

E. Applicable law and venue. Unless otherwise required by the National Settlement Agreements or a Bankruptcy Resolution, this MOA, including any issues related to interpretation or enforcement, is governed by the laws of the State of Minnesota. Any action related to the provisions of this MOA must be adjudicated by the Ramsey County District Court. If any provision of this MOA is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision which can be given effect without the invalid provision.

F. Relationship of this MOA to other agreements and resolutions. All Parties acknowledge and agree that the National Settlement Agreements will require a Participating Local Government to release all its claims against the Settling Defendants to receive direct allocation of Opioid Settlement Funds. All Parties further acknowledge and agree that based on the terms of the National Settlement Agreements, a Participating Local Government may receive funds through this MOA only after complying with all requirements set forth in the National Settlement Agreements to release its claims. This MOA is not a promise from any Party that any National Settlement Agreements or Bankruptcy Resolution will be finalized or executed.

G. When MOA is no longer in effect. This MOA is effective until one year after the last date on which any Opioid Settlement Funds are being spent by the Parties pursuant to the National Settlement Agreements and any Bankruptcy Resolution.

H. No waiver for failure to exercise. The failure of a Party to exercise any rights under this MOA will not be deemed to be a waiver of any right or any future rights.

- I. No effect on authority of Parties. Nothing in this MOA should be construed to limit the power or authority of the State of Minnesota, the Attorney General, or the Local Governments, except as expressly set forth herein.

- J. Signing and execution. This MOA may be executed in counterparts, each of which constitutes an original, and all of which constitute one and the same agreement. This MOA may be executed by facsimile or electronic copy in any image format. Each Party represents that all procedures necessary to authorize such Party's execution of this MOA have been performed and that the person signing for such Party has been authorized to execute the MOA in an official capacity that binds the Party.

This **Minnesota Opioids State-Subdivision Memorandum of Agreement** is signed

this ___ day of _____, _____ by:

Name and Title: _____

On behalf of: _____

EXHIBIT A

List of Opioid Remediation Uses

Settlement fund recipients shall choose from among abatement strategies, including but not limited to those listed in this Exhibit. The programs and strategies listed in this Exhibit are not exclusive, and fund recipients shall have flexibility to modify their abatement approach as needed and as new uses are discovered.

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“*OUD*”) and any co-occurring Substance Use Disorder or Mental Health (“*SUD/MH*”) conditions through evidence-based or evidence-informed programs⁵ or strategies that may include, but are not limited to, those that:⁶

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication for Opioid Use Disorder (“*MOUD*”) ⁷ approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“*ASAM*”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including *MOUD*, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“*OTPs*”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

⁵ Use of the terms “evidence-based,” “evidence-informed,” or “best practices” shall not limit the ability of recipients to fund innovative services or those built on culturally specific needs. Rather, recipients are encouraged to support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions.

⁶ As used in this Exhibit, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

⁷ Historically, pharmacological treatment for opioid use disorder was referred to as “Medication-Assisted Treatment” (“*MAT*”). It has recently been determined that the better term is “Medication for Opioid Use Disorder” (“*MOUD*”). This Exhibit will use “*MOUD*” going forward. Use of the term *MOUD* is not intended to and shall in no way limit abatement programs or strategies now or into the future as new strategies and terminology evolve.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support detoxification (detox) and withdrawal management services for people with OUD and any co-occurring SUD/MH conditions, including but not limited to medical detox, referral to treatment, or connections to other services or supports.
8. Provide training on MOUD for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH or mental health conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for certified addiction counselors, licensed alcohol and drug counselors, licensed clinical social workers, licensed mental health counselors, and other mental and behavioral health practitioners or workers, including peer recovery coaches, peer recovery supports, and treatment coordinators, involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, continuing education, licensing fees, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MOUD for OUD, and provide technical assistance and professional support to clinicians who have obtained a *DATA 2000* waiver.
13. Dissemination of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including but not limited to new Americans, African Americans, and American Indians.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund Screening, Brief Intervention and Referral to Treatment (“SBIRT”) programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MOUD in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MOUD, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“*PAARF*”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“*DART*”) model;

3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“*LEAD*”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MOUD, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MOUD, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions (“*CTP*”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF THE PERINATAL POPULATION, CAREGIVERS, AND FAMILIES, INCLUDING BABIES WITH NEONATAL OPIOID WITHDRAWAL SYNDROME.

Address the needs of the perinatal population and caregivers with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with

neonatal opioid withdrawal syndrome (“*NOWS*”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MOUD, recovery services and supports, and prevention services for the perinatal population—or individuals who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to caregivers and families affected by Neonatal Opioid Withdrawal Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MOUD, for uninsured individuals with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with the perinatal population and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for *NOWS* babies; expand services for better continuum of care with infant-caregiver dyad; and expand long-term treatment and services for medical monitoring of *NOWS* babies and their caregivers and families.
5. Provide training to health care providers who work with the perinatal population and caregivers on best practices for compliance with federal requirements that children born with *NOWS* get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for caregivers with OUD and any co-occurring SUD/MH conditions, emphasizing the desire to keep families together.
7. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
8. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
9. Provide support for Children’s Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs (“*PDMPs*”), including, but not limited to, improvements that:
 1. Increase the number of prescribers using *PDMPs*;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using *PDMPs*, by improving the interface that prescribers use to access *PDMP* data, or both; or
 3. Enable states to use *PDMP* data in support of surveillance or intervention strategies, including *MOUD* referrals and follow-up for individuals identified within *PDMP* data as likely to experience *OUD* in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring *PDMPs* incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse, including but not limited to focusing on risk factors and early interventions.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“SAMHSA”).
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health

workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.
7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Law enforcement expenditures related to the opioid epidemic.
2. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
3. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.
5. Support multidisciplinary collaborative approaches consisting of, but not limited to, public health, public safety, behavioral health, harm reduction, and others at the state, regional, local, nonprofit, and community level to maximize collective impact.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MOUD and their association with treatment engagement and treatment outcomes.

M. POST-MORTEM

1. Toxicology tests for the range of opioids, including synthetic opioids, seen in overdose deaths as well as newly evolving synthetic opioids infiltrating the drug supply.
2. Toxicology method development and method validation for the range of synthetic opioids observed now and in the future, including the cost of installation, maintenance, repairs and training of capital equipment.
3. Autopsies in cases of overdose deaths resulting from opioids and synthetic opioids.
4. Additional storage space/facilities for bodies directly related to opioid or synthetic opioid related deaths.
5. Comprehensive death investigations for individuals where a death is caused by or suspected to have been caused by an opioid or synthetic opioid overdose, whether intentional or accidental (overdose fatality reviews).
6. Indigent burial for unclaimed remains resulting from overdose deaths.
7. Navigation-to-care services for individuals with opioid use disorder who are encountered by the medical examiner’s office as either family and/or social network members of decedents dying of opioid overdose.
8. Epidemiologic data management and reporting to public health and public safety stakeholders regarding opioid overdose fatalities.

EXHIBIT B

Local Abatement Funds Allocation

Subdivision	Allocation Percentage
AITKIN COUNTY	0.5760578506020%
Andover city	0.1364919450741%
ANOKA COUNTY	5.0386504680954%
Apple Valley city	0.2990817344560%
BECKER COUNTY	0.6619330684437%
BELTRAMI COUNTY	0.7640787092763%
BENTON COUNTY	0.6440948102319%
BIG STONE COUNTY	0.1194868774775%
Blaine city	0.4249516912759%
Bloomington city	0.4900195550092%
BLUE EARTH COUNTY	0.6635420704652%
Brooklyn Center city	0.1413853902225%
Brooklyn Park city	0.2804136234778%
BROWN COUNTY	0.3325325415732%
Burnsville city	0.5135361296508%
CARLTON COUNTY	0.9839591749060%
CARVER COUNTY	1.1452829659572%
CASS COUNTY	0.8895681513437%
CHIPPEWA COUNTY	0.2092611794436%
CHISAGO COUNTY	0.9950193750117%
CLAY COUNTY	0.9428475281726%
CLEARWATER COUNTY	0.1858592042741%
COOK COUNTY	0.1074594959729%
Coon Rapids city	0.5772642444915%
Cottage Grove city	0.2810994719143%
COTTONWOOD COUNTY	0.1739065270025%
CROW WING COUNTY	1.1394859174804%
DAKOTA COUNTY	4.4207140602835%
DODGE COUNTY	0.2213963257778%
DOUGLAS COUNTY	0.6021779472345%
Duluth city	1.1502115379896%
Eagan city	0.3657951576014%
Eden Prairie city	0.2552171572659%
Edina city	0.1973054822135%
FARIBAULT COUNTY	0.2169409335358%
FILLMORE COUNTY	0.2329591105316%
FREEBORN COUNTY	0.3507169823793%
GOODHUE COUNTY	0.5616542387089%

Subdivision	Allocation Percentage
GRANT COUNTY	0.0764556498477%
HENNEPIN COUNTY	19.0624622261821%
HOUSTON COUNTY	0.3099019273452%
HUBBARD COUNTY	0.4582368775192%
Inver Grove Heights city	0.2193400520297%
ISANTI COUNTY	0.7712992707537%
ITASCA COUNTY	1.1406408131328%
JACKSON COUNTY	0.1408950443531%
KANABEC COUNTY	0.3078966749987%
KANDIYOHI COUNTY	0.1581167542252%
KITTSOON COUNTY	0.0812834506382%
KOOCHICHING COUNTY	0.2612581865885%
LAC QUI PARLE COUNTY	0.0985665133485%
LAKE COUNTY	0.1827750320696%
LAKE OF THE WOODS COUNTY	0.1123105027592%
Lakeville city	0.2822249627090%
LE SUEUR COUNTY	0.3225703347466%
LINCOLN COUNTY	0.1091919983965%
LYON COUNTY	0.2935118186364%
MAHNOMEN COUNTY	0.1416417687922%
Mankato city	0.3698584320930%
Maple Grove city	0.1814019046900%
Maplewood city	0.1875101678223%
MARSHALL COUNTY	0.1296352091057%
MARTIN COUNTY	0.2543064014046%
MCLEOD COUNTY	0.1247104517575%
MEEKER COUNTY	0.3744031515243%
MILLE LACS COUNTY	0.9301506695846%
Minneapolis city	4.8777618689374%
Minnetonka city	0.1967231070869%
Moorhead city	0.4337377037965%
MORRISON COUNTY	0.7178981419196%
MOWER COUNTY	0.5801769148506%
MURRAY COUNTY	0.1348775389165%
NICOLLET COUNTY	0.1572381052896%
NOBLES COUNTY	0.1562005111775%
NORMAN COUNTY	0.1087596675165%
North St. Paul city	0.0575844069340%
OLMSTED COUNTY	1.9236715094724%
OTTER TAIL COUNTY	0.8336175418789%
PENNINGTON COUNTY	0.3082576394945%
PINE COUNTY	0.5671222706703%

Subdivision	Allocation Percentage
PIPESTONE COUNTY	0.1535154503112%
Plymouth city	0.1762541472591%
POLK COUNTY	0.8654291473909%
POPE COUNTY	0.1870129873102%
Proctor city	0.0214374127881%
RAMSEY COUNTY	7.1081424150498%
RED LAKE COUNTY	0.0532649128178%
REDWOOD COUNTY	0.2809842366614%
RENVILLE COUNTY	0.2706888807449%
RICE COUNTY	0.2674764397830%
Richfield city	0.2534018444052%
Rochester city	0.7363082848763%
ROCK COUNTY	0.2043437335735%
ROSEAU COUNTY	0.2517872793025%
Roseville city	0.1721905548771%
Savage city	0.1883576635033%
SCOTT COUNTY	1.3274301645797%
Shakopee city	0.2879873611373%
SHERBURNE COUNTY	1.2543449471994%
SIBLEY COUNTY	0.2393480708456%
ST LOUIS COUNTY	4.7407767169807%
St. Cloud city	0.7330089009029%
St. Louis Park city	0.1476314588229%
St. Paul city	3.7475206797569%
STEARNS COUNTY	2.4158085321227%
STEELE COUNTY	0.3969975262520%
STEVENS COUNTY	0.1439474275223%
SWIFT COUNTY	0.1344167568499%
TODD COUNTY	0.4180909816781%
TRAVERSE COUNTY	0.0903964133868%
WABASHA COUNTY	0.3103038996965%
WADENA COUNTY	0.2644094336575%
WASECA COUNTY	0.2857912156338%
WASHINGTON COUNTY	3.0852862512586%
WATONWAN COUNTY	0.1475626355615%
WILKIN COUNTY	0.0937962507119%
WINONA COUNTY	0.7755267356126%
Woodbury city	0.4677270171716%
WRIGHT COUNTY	1.6985269385427%
YELLOW MEDICINE COUNTY	0.1742264836427%

PARTICIPATION INSTRUCTIONS

Thank you for registering your subdivision on the national settlement website and for considering participating in the proposed Settlement Agreement with Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc. (collectively “Janssen”). This virtual envelope contains a Participation Form including a release of claims. The Participation Form in this envelope must be executed, without alteration, and submitted in order for your subdivision to be considered potentially “participating.”

The sign-on period for subdivisions ends on January 2, 2022. On or after that date, the states (in consultation with the subdivisions) and the Settling Distributors will determine whether the subdivision participation rate is sufficient for the settlement to move forward. If the deal moves forward, your release will become effective. If it does not, it will not.

As a reminder, if you have not already started your review of the settlement documentation, detailed information about the Settlements may be found at: <https://nationalopioidsettlement.com/>. This national settlement website also includes links to information about how the Settlements are being implemented in your state and how settlement funds will be allocated within your state, including information about, and links to, any applicable allocation agreement or legislation. This website will be supplemented as additional documents are created. The Minnesota Attorney General’s Office has also set up a website at www.ag.state.mn.us/opioids. If you have questions, please contact your counsel (if you have counsel on opioids matters) or send an e-mail to the Attorney General’s Office at opioids@ag.state.mn.us.

Settlement Participation Form

Governmental Entity: AITKIN COUNTY	State: MN
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Janssen Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Janssen Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Janssen Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Janssen Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Janssen Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Janssen Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Janssen Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Janssen Settlement.
7. The Governmental Entity has the right to enforce the Janssen Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Janssen Settlement, including but not limited to all provisions of Section IV (Release), and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Janssen Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Janssen Settlement shall be a complete bar to any Released Claim.

9. In connection with the releases provided for in the Janssen Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Janssen Settlement.

10. Nothing herein is intended to modify in any way the terms of the Janssen Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Janssen Settlement in any respect, the Janssen Settlement controls.



I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____



PARTICIPATION INSTRUCTIONS

Thank you for registering your subdivision on the national settlement website and for considering participating in the proposed Settlement Agreement with **McKesson Corporation, Cardinal Health, Inc., and AmerisourceBergen Corporation** (collectively “Settling Distributors”). This virtual envelope contains a Participation Form including a release of claims. The Participation Form in this envelope must be executed, without alteration, and submitted in order for your subdivision to be considered potentially “participating.”

The sign-on period for subdivisions ends on January 2, 2022. On or after that date, the states (in consultation with the subdivisions) and the Settling Distributors will determine whether the subdivision participation rate is sufficient for the settlement to move forward. If the deal moves forward, your release will become effective. If it does not, it will not.

As a reminder, if you have not already started your review of the settlement documentation, detailed information about the Settlements may be found at: <https://nationalopioidsettlement.com/>. This national settlement website also includes links to information about how the Settlements are being implemented in your state and how settlement funds will be allocated within your state, including information about, and links to, any applicable allocation agreement or legislation. This website will be supplemented as additional documents are created. The Minnesota Attorney General’s Office has also set up a website at www.ag.state.mn.us/opioids. If you have questions, please contact your counsel (if you have counsel on opioids matters) or send an e-mail to the Attorney General’s Office at opioids@ag.state.mn.us.

Settlement Participation Form

Governmental Entity: AITKIN COUNTY	State: MN
Authorized Signatory:	
Address 1:	
Address 2:	
City, State, Zip:	
Phone:	
Email:	

The governmental entity identified above (“Governmental Entity”), in order to obtain and in consideration for the benefits provided to the Governmental Entity pursuant to the Settlement Agreement dated July 21, 2021 (“Distributor Settlement”), and acting through the undersigned authorized official, hereby elects to participate in the Distributor Settlement, release all Released Claims against all Released Entities, and agrees as follows.

1. The Governmental Entity is aware of and has reviewed the Distributor Settlement, understands that all terms in this Election and Release have the meanings defined therein, and agrees that by this Election, the Governmental Entity elects to participate in the Distributor Settlement and become a Participating Subdivision as provided therein.
2. The Governmental Entity shall, within 14 days of the Reference Date and prior to the filing of the Consent Judgment, dismiss with prejudice any Released Claims that it has filed.
3. The Governmental Entity agrees to the terms of the Distributor Settlement pertaining to Subdivisions as defined therein.
4. By agreeing to the terms of the Distributor Settlement and becoming a Releasor, the Governmental Entity is entitled to the benefits provided therein, including, if applicable, monetary payments beginning after the Effective Date.
5. The Governmental Entity agrees to use any monies it receives through the Distributor Settlement solely for the purposes provided therein.
6. The Governmental Entity submits to the jurisdiction of the court in the Governmental Entity’s state where the Consent Judgment is filed for purposes limited to that court’s role as provided in, and for resolving disputes to the extent provided in, the Distributor Settlement.
7. The Governmental Entity has the right to enforce the Distributor Settlement as provided therein.



8. The Governmental Entity, as a Participating Subdivision, hereby becomes a Releasor for all purposes in the Distributor Settlement, including but not limited to all provisions of Part XI, and along with all departments, agencies, divisions, boards, commissions, districts, instrumentalities of any kind and attorneys, and any person in their official capacity elected or appointed to serve any of the foregoing and any agency, person, or other entity claiming by or through any of the foregoing, and any other entity identified in the definition of Releasor, provides for a release to the fullest extent of its authority. As a Releasor, the Governmental Entity hereby absolutely, unconditionally, and irrevocably covenants not to bring, file, or claim, or to cause, assist or permit to be brought, filed, or claimed, or to otherwise seek to establish liability for any Released Claims against any Released Entity in any forum whatsoever. The releases provided for in the Distributor Settlement are intended by the Parties to be broad and shall be interpreted so as to give the Released Entities the broadest possible bar against any liability relating in any way to Released Claims and extend to the full extent of the power of the Governmental Entity to release claims. The Distributor Settlement shall be a complete bar to any Released Claim.

9. The Governmental Entity hereby takes on all rights and obligations of a Participating Subdivision as set forth in the Distributor Settlement.

10. In connection with the releases provided for in the Distributor Settlement, each Governmental Entity expressly waives, releases, and forever discharges any and all provisions, rights, and benefits conferred by any law of any state or territory of the United States or other jurisdiction, or principle of common law, which is similar, comparable, or equivalent to § 1542 of the California Civil Code, which reads:

General Release; extent. A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.

A Releasor may hereafter discover facts other than or different from those which it knows, believes, or assumes to be true with respect to the Released Claims, but each Governmental Entity hereby expressly waives and fully, finally, and forever settles, releases and discharges, upon the Effective Date, any and all Released Claims that may exist as of such date but which Releasors do not know or suspect to exist, whether through ignorance, oversight, error, negligence or through no fault whatsoever, and which, if known, would materially affect the Governmental Entities' decision to participate in the Distributor Settlement.

11. Nothing herein is intended to modify in any way the terms of the Distributor Settlement, to which Governmental Entity hereby agrees. To the extent this Election and Release is interpreted differently from the Distributor Settlement in any respect, the Distributor Settlement controls.



I swear under penalty of perjury that I have all necessary power and authorization to execute this Election and Release on behalf of the Governmental Entity.

Signature: _____

Name: _____

Title: _____

Date: _____





Aitkin County Board of Commissioners

Agenda Request Form

7

Agenda Item #

Requested Meeting Date:
Title of Item: Committee Reports

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 Brian Napstad
Aitkin Airport Commission	Monthly	1 st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Napstad
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	Quarterly	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	Monthly		Napstad and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Wednesday	Napstad, Alt. Marcotte
Budget Committee	Most months	1 st Tuesday	Marcotte and Napstad
Development Achievement Center	Monthly	3 rd or 4 th Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Napstad
Economic Development	Monthly	1 st Wednesday	Napstad and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Marcotte, Alt. Westerlund
Facilities/Technology	As needed		Wedel and Westerlund
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	Napstad and Land Cmr Courtemanche
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Marcotte, Alt. Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Napstad
Mille Lacs Fisheries Input Group	8-10x year		Westerlund
Mille Lacs Watershed	10x year	3 rd Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 th Friday	Marcotte, Alt. Napstad
MN Rural Caucus	8x year	Varies	Niemi, Alt. Westerlund
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Napstad
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Napstad and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 th Thursday	Napstad, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Napstad
Ordinance	As needed		Napstad and Marcotte
Personnel/Insurance	As needed	2 nd Tuesday	Westerlund and Wedel
Planning Commission	Monthly	3 rd Monday	Marcotte, Alt. Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4th Monday	Napstad, Alt. Niemi
Snake River 1W1P Policy			Napstad, Alt. Niemi
Sobriety Court	Bi-Monthly	3 rd Thursday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund