



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: May 28, 2024

Where: Government Center Board Room

The public is invited to join the meeting remotely by phone call:

Phone: 1-415-655-0001

Access Code: 2552 458 1314

Meeting Password: 7282

9:00 a.m.

1) J. Mark Wedel, County Board Chair

- A) Call to Order
- B) Pledge of Allegiance
- C) Approval of the Agenda
- D) Health & Human Services (see separate HHS Agenda)

10:15 a.m.

E) Citizens Public Comment- Comments from visitors must be informational 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 Administrators 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 times 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-

May 14, 2024 - May 27, 2024

B) Approve County Board Minutes-

May 14, 2024

C) Approve Electronic Funds Transfers

EFT Report thru 05.20.2024

D) Approve Auditor Vouchers-

R&B 05.10.24

E) Approve Auditor Vouchers-

Auditor Warrants - Sales/Use & Diesel Tax, April 2024

F) Approve Manual Warrants/Voids/Corrections-

MN Care Tax, 2nd Quarter

G) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 05.09.24

H) Adopt Resolution-

Application for Temp On Sale Liquor License - Aitkin Fire Dept. Relief Assoc.

I) Adopt Resolution-

Search & Rescue Donation - Seavey Township

J) Adopt Resolution-

Search & Rescue Donation - Glen Township

K) Approve Auditor Vouchers-

Auditor Warrants 05.17.24

L) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 05.17.24

M) Adopt Resolution-

County On, Off and Sunday Sale Liquor License - Castaways, LLC

N) Approve Commissioner's Vouchers

Commissioner Warrants 05.24.24

O) Approve-

Aitkin High School Opioid Funding Request

P) Adopt Resolution-

Approve License to Sell Tobacco Products - Castaways, LLC

Q) Approve County Board Minutes-

COW meeting 05.21.24

R) Approve-

Change order to be signed

10:15 a.m.

- 3) John Welle – County Engineer
A) Approve Right of Way Plat No.22
B) Adopt Resolution - State Ditch 86 Partial Abandonment

10:30 a.m.

- 4) Andrew Carlstrom – Environmental Services Director
A) Public Hearing: Emergency Interim Zoning on New or Expanding Cannabis Uses
B) First Reading - Emergency Interim Zoning on New or Expanding Cannabis Uses - Discussion Only

10:40 a.m.

- 5) Jessica Seibert – County Administrator
A) Consider Health & Human Services/MLEC Facilities Options - Discussion Only
B) Approve General Operations Policy Updates
C) Administrator Updates

11:05 a.m.

- 6) Kathleen Ryan – Chief Financial Officer
A) Adopt Resolution - EDIAM IOwA Authorization

11:10 a.m.

- 7) Bobbie Danielson – Human Resources Director
A) Approve Personnel Committee Recommendations

11:15 a.m.

- 8) Board of Commissioners
A) Commissioner Committee Reports

ADJOURN



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

May 14, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 9:02 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Absent
Jessica Seibert	County Administrator	Present
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda.

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund

1.D Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

A) Correspondence File-

April 23, 2024 - May 13, 2024

B) Approve County Board Minutes-

April 23, 2024

C) Approve Electronic Funds Transfers

Total \$1,901,328.49

D) Approve Commissioner's Vouchers

Commissioner Warrants 04.26.24

General	\$123,547.69	Reserves	\$16,398.98	R&B	\$151,947.24		
Unorgan.	\$9,777.09	HHS	\$11,479.32	State	\$5,700.00		
Trust	\$14,200.95	Forest	\$15,754.54	Taxes	\$7,237.48		
LLCC	\$18,694.11	Parks	\$237.69	COVID	\$157,745.45	Total	\$532,720.54

E) Approve Auditor Vouchers-

Auditor Warrants 04.26.24

R&B	\$14,724.93	Forest	\$45,548.90			Total	\$60,273.83
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F) Approve-

Affidavit for Duplicate of Lost Warrant

G) Adopt Resolution-

LG220 Application for Exempt Permit - Lawler Area Community Club

H) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 04.30.24

General	\$2,685.91	Taxes	\$19,622.00	LLCC	\$425.00	Parks	\$170.00
						Total	\$22,902.91

I) Approve Manual Warrants/Voids/Corrections-

ELAN 04.11.24

General	\$4,398.81	Reserves	\$69.56	Trust	\$343.34	LLCC	\$545.45
HHS	\$2,049.14	HHS	\$30.50			Total	\$7,436.80

J) Adopt Resolution-

Search & Rescue Donation - Clark Township

K) Adopt Resolution-

LG220 Application for Exempt Permit - MN Deer Hunters Assoc, McGregor

L) Adopt Resolution-

LG220 Application for Exempt Permit - NWTF Aitkin Gobblers Chapter

M) Adopt Resolution-

County On Sale and Sunday Sale Liquor License - Cocktails Drafts & Eats, Inc

N) Approve-

Committee of the Whole meeting date and time

O) Adopt Resolution-

Sheriff's Office Donation - Private Citizen

P) Approve-

Updated Jail Medical Provider Contract

Q) Approve Commissioner's Vouchers

Commissioner Warrants 05.10.24

General	\$187,405.83	Reserves	\$15,400.19	R&B	\$17,690.54	HHS	\$4,098.76
State	\$360.00	Trust	\$2,745.49	Forest	\$5,356.83	Taxes	\$1,304.00
LLCC	\$11,144.73	Parks	\$63,082.21	COVID	\$1,983.51	Total	\$310,572.09

R) Approve-

Personnel Committee Recommendations

S) Adopt Resolution-

Search & Rescue Donation - Libby Township

T) Adopt Resolution-

Final Contract Payment (#20234)

Regular Agenda

3A Dan Guida – County Sheriff

Motion to:

Approve Public Safety Funds for SAR Trailer

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

4A Kami Genz – Community Corrections Director and Chris Sutch – IT Manager

Motion to:

Approve Splunk Network Monitoring

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Kami Genz – Community Corrections Director and Chris Sutch – IT Manager

4B **Motion to:**

Approve Server to host Splunk

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample

- Kami Genz – Community Corrections Director and Chris Sutch – IT Manager
- 4C **Motion to:**
Approve Splunk - Installation service and support
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 5A Jessica Seibert – County Administrator
Motion to:
Approve Obligation of Unallocated ARPA Funds
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
- 5B Jessica Seibert – County Administrator
Informational Only
1st Quarter 2024 Budget Review - Discussion Only
RESULT: **INFORMATIONAL ONLY**
MOVER:
SECONDER:
- 5C Jessica Seibert – County Administrator
Informational Only
2025 Budget Preparation Materials - Discussion Only
RESULT: **INFORMATIONAL ONLY**
MOVER:
SECONDER:
- 5D Jessica Seibert – County Administrator
Motion to:
Adopt Resolution - County Engineer Reappointment
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
- 5E Jessica Seibert – County Administrator
Informational Only
Administrator Updates
Economic Development, Employee Appreciation Lunch, last HHS 1:1s, CRPD meeting, Court Hearing, Coffee with Jessica, EMS Discussion, Facilities meeting, AMC Legislative Call
- 6A Jim Bright – Facilities Coordinator
Motion to:
Adopt Resolution - Jail Controls
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 6B Jim Bright – Facilities Coordinator
Motion to:
Adopt Resolution - Change order for Boiler/Chiller Project
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 7A Mark Jeffers – Economic Development Coordinator
Motion to:
Approve Fiscal Recovery Fund request by Economic Development
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

- 7B Mark Jeffers – Economic Development Coordinator
Informational Only
Economic Development Q2 Impact Report - Discussion Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

- 8A Board of Commissioners
Informational Only
Commissioner Committee Report

Employee Appreciation Picnic, Northern Counties Land Use Coordinating Board, Aitkin Airport Commission, Aquatic Invasive Species, Aitkin County Water Planning Task Force, ATV Committee, Big Sandy Lake Management Plan, East Central Regional Library Board, Economic Development, Facilities, H&HS Advisory, Natural Resources Advisory Committee, NE MN Office Job Training, Toward Zero Deaths, EMS Discussion

- 9A Bobbie Danielson – Human Resources Director
Closed Session under MN Statute 13D.03 Subd. 1(b) Labor Negotiations
Motion to Close Meeting Under MN Statute 13D.03 Subd.1(b) Labor Negotiations
Motion made at 11: 05 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to Reopen Meeting
Motion made at 12:07 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

Motion to Adjourn
Motion made at 12:08 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, May 28, 2024

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioner

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 5/28/2024

Title of Item: EFT Report

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div></div>
Submitted by: Lori Grams	Department: County Treasurer
Presenter (Name and Title): N/A	Estimated Time Needed:
Summary of Issue: EFT Report thru 5/20/2024	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion:	
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>	

ELECTRONIC FUNDS TRANSFER**Thru May 20, 2024 Board Meeting May 28, 2024**

Abstract Number	Date	Amount	Reason
22026	5/10/24	\$201,528.28	Commissioner Abstract
22027	5/10/24	\$1,099.34	Auditor Abstract
22028	5/10/24	\$29,652.14	Auditor Abstract
22029	5/8/24	\$110.19	Manual Abstract
22030	5/9/24	\$58,125.66	Manual Abstract
22031	5/10/24	\$2,240.24	Auditor Abstract
22032	5/10/24	\$40,011.57	Commissioner Abstract
22033	5/9/24	6847.54	Manual Abstract
22035	5/17/24	\$714,531.93	Payroll Abstract
22036	5/17/24	\$7,742.68	Auditor Abstract
22037	5/17/24	\$2,845.86	Auditor Abstract
22038	5/17/2024	\$2,791.05	Manual Abstract

\$0

Voids/No ACH

22034

\$1,067,526.48

S:Board Report:2024 EFT Board Report Thru Date

5/8/24

3:45PM

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLB1
5/8/24 3:45PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

3 Road & Bridge

Vendor		Name	Rpt			Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name			
303	DEPT			R&B Highway Maintenance					
	15330	FERGUSON AGGREGATE & CRUSHING, INI							
		03-303-000-0000-6519	2,768.00	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
		03-303-000-0000-6519	6,505.72	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
		03-303-000-0000-6519	3,914.68	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
		03-303-000-0000-6519	3,928.01	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
		03-303-000-0000-6519	11,202.40	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
		03-303-000-0000-6519	9,426.90	2023 AGG CRUSHING	CONT 20229 PMT 4	Gravel & Royalties		N	
	15330	FERGUSON AGGREGATE & CRUSHING, INI	37,745.71	6 Transactions					
303	DEPT Total:		37,745.71	R&B Highway Maintenance	1 Vendors	6 Transactions			
307	DEPT			R&B Capital Infrastructure					
	9911	KGM CONTRACTORS INC							
		03-307-000-0000-6262	9,587.25	CONT 20223 PMT 6F	CONT 20223 PMT 6I	Contract Payments		N	
		03-307-000-0000-6262	1,735.52	CONT 20223 PMT 6F	CONT 20223 PMT 6I	Contract Payments		N	
		03-307-000-0000-6262	2,189.40	CONT 20223 PMT 6F	CONT 20223 PMT 6I	Contract Payments		N	
		03-307-000-0000-6262	2,404.85	CONT 20223 PMT 6F	CONT 20223 PMT 6I	Contract Payments		N	
		03-307-000-0000-6262	13,735.12	CONT 20223 PMT 6F	CONT 20223 PMT 6I	Contract Payments		N	
	9911	KGM CONTRACTORS INC	29,652.14	5 Transactions					
307	DEPT Total:		29,652.14	R&B Capital Infrastructure	1 Vendors	5 Transactions			
3	Fund Total:		67,397.85	Road & Bridge		11 Transactions			
	Final Total:		67,397.85	2 Vendors	11 Transactions				

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	67,397.85	Road & Bridge
All Funds	67,397.85	Total

Approved by,
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Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
40	DEPT			Auditor			
89991	Bremer Bank						
	01-040-000-0000-5840		0.06	Receipt Nbr 21998 04/01/2024		Misc Receipts	N
	01-040-000-0000-5840		0.06	Receipt Nbr 22011 04/03/2024		Misc Receipts	N
	01-040-000-0000-5840		0.06	Receipt Nbr 22052 04/17/2024		Misc Receipts	N
	01-040-000-0000-5840		0.13	Receipt Nbr 22073 04/23/2024		Misc Receipts	N
89991	Bremer Bank		0.31	4 Transactions			
40	DEPT Total:		0.31	Auditor	1 Vendors	4 Transactions	
43	DEPT			Assessor			
89991	Bremer Bank						
	01-043-000-0000-5840		1.03	Receipt Nbr 454 04/03/2024		Misc Receipts	N
	01-043-000-0000-5840		0.77	Receipt Nbr 454 04/03/2024		Misc Receipts	N
	01-043-000-0000-5840		1.29	Receipt Nbr 455 04/10/2024		Misc Receipts	N
	01-043-000-0000-5840		0.26	Receipt Nbr 456 04/19/2024		Misc Receipts	N
	01-043-000-0000-5840		0.26	Receipt Nbr 457 04/22/2024		Misc Receipts	N
89991	Bremer Bank		3.61	5 Transactions			
43	DEPT Total:		3.61	Assessor	1 Vendors	5 Transactions	
90	DEPT			Attorney			
89991	Bremer Bank						
	01-090-000-0000-5840		1.29	Receipt Nbr 910 04/17/2024		Misc Receipts	N
	01-090-000-0000-5840		0.64	Receipt Nbr 911 04/25/2024		Misc Receipts	N
89991	Bremer Bank		1.93	2 Transactions			
90	DEPT Total:		1.93	Attorney	1 Vendors	2 Transactions	
100	DEPT			Recorder			
89991	Bremer Bank						
	01-100-000-0000-5840		4.33	Receipt Nbr 7244 04/01/2024		Misc Receipts	N
	01-100-000-0000-5840		0.51	Receipt Nbr 7279 04/09/2024		Misc Receipts	N
	01-100-000-0000-5840		0.19	Receipt Nbr 7299 04/11/2024		Misc Receipts	N
	01-100-000-0000-5840		5.40	Receipt Nbr 7341 04/22/2024		Misc Receipts	N
	01-100-000-0000-5840		7.60	Receipt Nbr 7371 04/25/2024		Misc Receipts	N
	01-100-000-0000-5840		33.39	Receipt Nbr 7384 04/29/2024		Misc Receipts	N

KMR1
5/9/24 8:44AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

Vendor		<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
89991	Bremer Bank		51.42	6 Transactions			
100	DEPT Total:		51.42	Recorder	1 Vendors	6 Transactions	
252	DEPT			Corrections			
89991	Bremer Bank						
	01-252-252-0000-5872		37.74	Receipt Nbr 2035 04/11/2024		Phone Card Prisoner Welfare(Taxable)	N
	01-252-252-0000-5872		22.43	Receipt Nbr 2038 04/18/2024		Phone Card Prisoner Welfare(Taxable)	N
89991	Bremer Bank		60.17	2 Transactions			
252	DEPT Total:		60.17	Corrections	1 Vendors	2 Transactions	
1	Fund Total:		117.44	General Fund		19 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated			
89991	Bremer Bank					
	03-000-000-0000-5505		63.84	Receipt Nbr 321 04/12/2024	Culverts	N
	03-000-000-0000-5505		64.10	Receipt Nbr 323 04/26/2024	Culverts	N
	03-000-000-0000-5506		0.13	Receipt Nbr 319 04/05/2024	County Maps	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1308 04/01/2024	Charges-Individuals	N
	03-000-000-0000-5517		4.82	Receipt Nbr 319 04/05/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 321 04/12/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 321 04/12/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1321 04/12/2024	Charges-Individuals	N
	03-000-000-0000-5517		5.79	Receipt Nbr 1324 04/15/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1327 04/17/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 322 04/19/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 322 04/19/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 322 04/19/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 323 04/26/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 323 04/26/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1341 04/29/2024	Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1342 04/29/2024	Charges-Individuals	N
89991	Bremer Bank		173.36	17 Transactions		
0	DEPT Total:		173.36	Undesignated	1 Vendors	17 Transactions
303	DEPT			R&B Highway Maintenance		
89991	Bremer Bank					
	03-303-000-0000-6570		21.27	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		16.08	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		10.44	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		9.03	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		39.50	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		68.00	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
	03-303-000-0000-6570		44.02	DIESEL TAX: APRIL 2024	DIESEL TAX: APR 2	Motor Fuel & Lubricants N
89991	Bremer Bank		208.34	7 Transactions		
303	DEPT Total:		208.34	R&B Highway Maintenance	1 Vendors	7 Transactions
3	Fund Total:		381.70	Road & Bridge		24 Transactions

KMR1
5/9/24 8:44AM
10 Trust

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 5

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
923	DEPT				Forfeited Tax Sales			
	89991	Bremer Bank						
		10-923-000-0000-5260		59.18	Receipt Nbr 4093 04/26/2024		FTS-Leases/Easements	N
	89991	Bremer Bank		59.18	1 Transactions			
923	DEPT Total:			59.18	Forfeited Tax Sales	1 Vendors	1 Transactions	
10	Fund Total:			59.18	Trust		1 Transactions	

KMR1

5/9/24

8:44AM

19 Long Lake Conservation Cen

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
521	DEPT		LLCC Administration			
89991	Bremer Bank					
	19-521-000-0000-5885		6.80	Receipt Nbr 21999 04/01/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		0.22	Receipt Nbr 22005 04/03/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		2.29	Receipt Nbr 22031 04/10/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		5.66	Receipt Nbr 22033 04/11/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		14.28	Receipt Nbr 22033 04/11/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		10.78	Receipt Nbr 22036 04/11/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		8.28	Receipt Nbr 22043 04/15/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		4.85	Receipt Nbr 22043 04/15/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		22.05	Receipt Nbr 22046 04/15/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		6.63	Receipt Nbr 22046 04/15/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		1.20	Receipt Nbr 22053 04/17/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		5.26	Receipt Nbr 22058 04/18/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		5.42	Receipt Nbr 22067 04/19/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		3.23	Receipt Nbr 22069 04/22/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		18.09	Receipt Nbr 22078 04/25/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		15.43	Receipt Nbr 22081 04/26/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		20.42	Receipt Nbr 22085 04/29/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		49.65	Receipt Nbr 22087 04/29/2024	Commissary Sales Taxable	N
	19-521-000-0000-5885		37.48	Receipt Nbr 22092 04/29/2024	Commissary Sales Taxable	N
89991	Bremer Bank		238.02	19 Transactions		
521	DEPT Total:		238.02	LLCC Administration	1 Vendors	19 Transactions
19	Fund Total:		238.02	Long Lake Conservation Center		19 Transactions

KMR1

5/9/24

8:44AM

21 Parks

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 7

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
89991	Bremer Bank					
	21-520-000-0000-5510		15.44 Receipt Nbr 4059 04/01/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72 Receipt Nbr 4060 04/01/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 4061 04/01/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		15.44 Receipt Nbr 4062 04/02/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		30.88 Receipt Nbr 4063 04/05/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4064 04/08/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79 Receipt Nbr 4064 04/08/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72 Receipt Nbr 4065 04/08/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		13.51 Receipt Nbr 4066 04/10/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4071 04/11/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79 Receipt Nbr 4073 04/15/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15 Receipt Nbr 4074 04/15/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		11.58 Receipt Nbr 4075 04/15/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72 Receipt Nbr 4075 04/15/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79 Receipt Nbr 4078 04/16/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79 Receipt Nbr 4078 04/16/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4084 04/19/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4084 04/19/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 4087 04/22/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		6.43 Receipt Nbr 4088 04/22/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4089 04/23/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		57.89 Receipt Nbr 4091 04/24/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79 Receipt Nbr 4092 04/25/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 4099 04/29/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		19.30 Receipt Nbr 4100 04/29/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		11.58 Receipt Nbr 4100 04/29/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 4101 04/29/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		34.74 Receipt Nbr 4102 04/30/2024		Co. Parks Campground Fees	N
89991	Bremer Bank	303.00	28 Transactions			
520	DEPT Total:	303.00	Parks	1 Vendors	28 Transactions	
21	Fund Total:	303.00	Parks		28 Transactions	
	Final Total:	1,099.34	10 Vendors	91 Transactions		

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	117.44	General Fund
3	381.70	Road & Bridge
10	59.18	Trust
19	238.02	Long Lake Conservation Center
21	303.00	Parks
All Funds	1,099.34	Total

Approved by,

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Save Report Options?: N

KMR1

5/9/24

9:27AM

5 Health & Human Services

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 2

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	8410 Bremer Bank 05-400-400-0402-6360		110.19	2024 EST MN CARE TAX-TYPE 399 04/01/2024 06/30/2024	1-778-502-496 Services, Labor, Contracts	N
	8410 Bremer Bank		110.19	1 Transactions		
5 Fund Total:			110.19	Health & Human Services	1 Vendors	1 Transactions
Final Total:			110.19	1 Vendors	1 Transactions	

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	110.19	Health & Human Services
All Funds	110.19	Total

Approved by,
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KMR1
5/9/24

10:35AM

Aitkin County



2G

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

Print List in Order By:

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List:

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

Save Report Options?: N

KMR1
5/9/24 10:35AM

Aitkin County



1 General Fund

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

Page 2

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	780	Bremer Bank					
8	01-040-000-0000-5081		0.02	MTG REG	APRIL 2024	Mortgage Registry-3%	N
9	01-042-000-0000-5079		0.02	DEED TAX	APRIL 2024	3% State Deed Tax	N
	780	Bremer Bank	0.04	2 Transactions			
	8410	Bremer Bank					
2	01-044-904-0000-6360		45.00	MED FSA CLAIMS 2024	05/02/2024	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		5.21	MED FSA CLAIMS 2024	05/03/2024	Flex Plan Withdrawals	N
12	01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2024	05/06/2024	Flex Plan Withdrawals	N
14	01-044-904-0000-6360		50.89	MED FSA CLAIMS 2024	05/08/2024	Flex Plan Withdrawals	N
	8410	Bremer Bank	309.44	4 Transactions			
1 Fund Total:			309.48	General Fund	2 Vendors	6 Transactions	

KMR1
5/9/24 10:35AM
9 State

Aitkin County



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

Page 3

Vendor		<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	780	Bremer Bank					
6	09-000-000-0000-2025		30,643.55	DEED TAX	APRIL 2024	State's Share Of Deed Tax (97%)	N
7	09-000-000-0000-2026		24,822.39	MTG REG	APRIL 2024	State Share Of Mortgage Registry (97%)	N
	780	Bremer Bank	55,465.94				
				2 Transactions			
9 Fund Total:			55,465.94	State	1 Vendors	2 Transactions	

KMR1
5/9/24 10:35AM

Aitkin County



13 Taxes & Penalties

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

Page 4

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	8410 Bremer Bank					
13	13-943-000-0000-2001		1,173.00	RETURNED PAYMENT-STOP PMT - P1	1041-04/11/24	Cur - Property Taxes N
1	13-943-000-0000-2001		568.00	REVERSE PAYMENT-P1	1047	Cur - Property Taxes N
	8410 Bremer Bank		1,741.00	2 Transactions		
13 Fund Total:			1,741.00	Taxes & Penalties	1 Vendors	2 Transactions

KMR1

5/9/24

10:35AM

19 Long Lake Conservation Cen

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 5

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8410 Bremer Bank						
10	19-522-000-0000-6820		200.00	REFUND FOR SUMMER CAMP	091000011726458	Refunds & Reimbursements N
11	19-522-000-0000-6820		119.00	REFUND: NON-SCHOOL GROUP REGIS	091000011726458	Refunds & Reimbursements N
3	19-522-000-0000-6267		220.84	TOTAL SERVICE CHARGES	461201217886	Credit Card Fees N
4	19-522-000-0000-6267		69.40	TOTAL FEES	461201217886	Credit Card Fees N
8410 Bremer Bank			609.24	4 Transactions		
19 Fund Total:			609.24	Long Lake Conservation Center	1 Vendors	4 Transactions
Final Total:			58,125.66	5 Vendors	14 Transactions	

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	309.48	General Fund
9	55,465.94	State
13	1,741.00	Taxes & Penalties
19	609.24	Long Lake Conservation Center
All Funds	58,125.66	Total

Approved by,

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Board of County Commissioners Agenda Request

2H
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Application for Temp On Sale Liquor License - Aitkin Fire Dept. Relief Assoc.

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div></div>	
Submitted by: Christy M. Bishop		Department: Auditor's Office
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Aitkin Fire Department Relief Association - Temporary 1-4 Day On Sale Liquor License Event will take place during the Aitkin County Fair at 632 Minnesota Ave N Aitkin, MN 56431 - Dates: July 10, 11, 12 and 13, 2024.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: To approve the Temporary On-Sale Liquor License for Aitkin Fire Department Relief Association		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div>Is there a cost associated with this request?</div><div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div></div> <div style="display: flex; justify-content: space-between;"><div>What is the total cost, with tax and shipping? \$</div><div></div></div> <div style="display: flex; justify-content: space-between;"><div>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div>Please Explain:</div></div>		

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

Temporary On-Sale Liquor License

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners approves a Temporary **On-Sale Liquor License** to Aitkin Fire Department Relief Association. Event dates 07/10, 11, 12 and 13, 2024.

Aitkin County Fair Grounds – Aitkin Township – 632 Minnesota Ave N Aitkin, MN 56431

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

xxx MEMBERS PRESENT

All Members Voting xxx

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 28th day of May 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May, 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2I

Agenda Item #

Requested Meeting Date: 5/28/2024

Title of Item: Search & Rescue Donation - SeaveyTownship

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue Seavey Township has donated \$400.00 to the all-volunteer Aitkin County Search & Rescue group to assist with the purchase of equipment & training.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

Accept Donation- Seavey Township

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Seavey Township	\$400.00
-----------------	----------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Seavey Township	Aitkin County Search and Rescue
-----------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

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

xxx MEMBERS PRESENT

All Members Voting xxx

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 28th day of May 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2J

Agenda Item #

Requested Meeting Date: 5/28/2024

Title of Item: Search & Rescue Donation - Glen Township

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☒ Adopt Resolution (attach draft)

☐ Direction Requested

☐ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:
Sheriff Dan Guida

Department:
Sheriff

Presenter (Name and Title):
Sheriff Dan Guida

Estimated Time Needed:

Summary of Issue

Glen Township has donated \$1,000.00 to the all-volunteer Aitkin County Search & Rescue group to assist with the purchase of equipment & training.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Recommend accepting donation

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☒ No

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

Is this budgeted?

☐ Yes

☐ No

Please Explain:

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

Accept Donation- Glen Township

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Glen Township	\$1,000.00
---------------	------------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Glen Township	Aitkin County Search and Rescue
---------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

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

xxx MEMBERS PRESENT

All Members Voting xxx

**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 28th day of May 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May 2024

Jessica Seibert
County Administrator

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

WLB1
5/15/24 3:49PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

Vendor	Name		Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT				R&B Capital Infrastructure			
	9051	Hawkinson Construction Company Inc						
		03-307-000-0000-6262		16,932.71	CONT 20233 PMT 4	CONTRACT 20233 F	Contract Payments	N
		03-307-000-0000-6262		18,732.33	CONT 20233 PMT 4	CONTRACT 20233 F	Contract Payments	N
		03-307-000-0000-6262		22,618.41	CONT 20233 PMT 4	CONTRACT 20233 F	Contract Payments	N
		03-307-000-0000-6262		52,465.45	CONT 20233 PMT 4	CONTRACT 20233 F	Contract Payments	N
	9051	Hawkinson Construction Company Inc		110,748.90	4 Transactions			
	13604	Sir Lines-A-Lot LLC						
		03-307-000-0000-6262		7,742.68	CONT 20234 PMT 2	CONT 20234 PMT 2	Contract Payments	N
	13604	Sir Lines-A-Lot LLC		7,742.68	1 Transactions			
307	DEPT Total:			118,491.58	R&B Capital Infrastructure	2 Vendors	5 Transactions	
3	Fund Total:			118,491.58	Road & Bridge		5 Transactions	
	Final Total:			118,491.58	2 Vendors	5 Transactions		

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	118,491.58	Road & Bridge
All Funds	118,491.58	Total

Approved by,

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KMR1
5/17/24

9:57AM

Aitkin County



2L

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

Print List in Order By:

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List:

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

Save Report Options?: N

KMR1
5/17/24 9:57AM

Aitkin County



1 General Fund

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

Page 2

Vendor		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank							
1	01-044-904-0000-6360		5.58	MED FSA CLAIMS 2024	05/09/2024	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		138.00	MED FSA CLAIMS 2024	05/10/2024	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		25.00	MED FSA CLAIMS 2024	05/11/2024	Flex Plan Withdrawals	N
4	01-044-904-0000-6360		15.00	MED FSA CLAIMS 2024	05/12/2024	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		416.68	DEP CARE FSA CLAIMS 2024	05/13/2024	Flex Plan Withdrawals	N
11	01-044-904-0000-6360		85.79	MED FSA CLAIMS 2024	05/16/2024	Flex Plan Withdrawals	N
8410 Bremer Bank			686.05	6 Transactions			
1 Fund Total:			686.05	General Fund	1 Vendors	6 Transactions	

KMR1
5/17/24 9:57AM

Aitkin County



13 Taxes & Penalties

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

Page 3

Vendor		<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank							
8	13-943-000-0000-2001		1,415.00	RETURNED PMT-P 1	1084	Cur - Property Taxes	N
9	13-943-000-0000-2001		467.00	RETURNED PMT - P 1	1085	Cur - Property Taxes	N
8410 Bremer Bank			1,882.00	2 Transactions			
13 Fund Total:			1,882.00	Taxes & Penalties	1 Vendors	2 Transactions	

KMR1

5/17/24

9:57AM

19 Long Lake Conservation Cen

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 4

Vendor		<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>		<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
6	8410	Bremer Bank		63.00	REFUND FOR NNSF MEALS.MISC	NNSF	Refunds & Reimbursements	N
		19-522-000-0000-6820						
	8410	Bremer Bank		63.00	1 Transactions			
19 Fund Total:				63.00	Long Lake Conservation Center	1 Vendors	1 Transactions	

KMR1
5/17/24 9:57AM
21 Parks

Aitkin County



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

Page 5

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	8410 Bremer Bank					
7	21-520-000-0000-5510		110.00	CAMP REFUND - WILLIAMS	A - 7477	Co. Parks Campground Fees N
10	21-520-000-0000-5510		50.00	CAMP REFUND - SEITZ	SR - 7501	Co. Parks Campground Fees N
	8410 Bremer Bank		160.00	2 Transactions		
21 Fund Total:			160.00	Parks	1 Vendors	2 Transactions
Final Total:			2,791.05	4 Vendors	11 Transactions	

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	686.05	General Fund
13	1,882.00	Taxes & Penalties
19	63.00	Long Lake Conservation Center
21	160.00	Parks
All Funds	2,791.05	Total

Approved by,

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



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: County On, Off and Sunday Sale Liquor License - Castaways, LLC

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Christy M. Bishop		Department: Auditor's Office
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Application for new County On, Off and Sunday Sale Liquor License for Castaways, LLC -d/b/a Castaways - located at 32360 215th Lane Isle, MN 56342 - Lakeside Township		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Resolution to approve new County On, Off and Sunday Sales Liquor License for Castaways, LLC -d/b/a Castaways - located at 32360 215th Lane Isle, MN 56342 - Lakeside Township		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

County On, Off and Sunday Sale Liquor License – Castaways, LLC

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following new liquor license for a period of May 28, 2024 - December 31, 2024:

“ON, OFF AND SUNDAY” Sale:

Application for new County On, Off and Sunday Sale Liquor License for Castaways, LLC -d/b/a Castaways - located at 32360 215th Lane Isle, MN 56342 - Lakeside Township

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

xxx MEMBERS PRESENT

All Members Voting xxx

**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 28th day of May, 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May, 2024

Jessica Seibert
County Administrator

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
1	DEPT				Commissioners			
	86222	Aitkin Independent Age						
		01-001-000-0000-6230		93.50	APRIL 9TH SYNOPSIS	1390791	Printing, Publishing & Adv	Y
	86222	Aitkin Independent Age		93.50	1 Transactions			
	15240	AT&T Mobility (Central Serv)						
		01-001-000-0000-6220		192.93	COMMISSIONERS MOBILE PHONE	287298817699	Telephone	N
	15240	AT&T Mobility (Central Serv)		192.93	1 Transactions			
	10121	Leiviska/Travis						
		01-001-000-0000-6335		238.52	LEIVISKA MILEAGE FOR 04/2024	05-07-2024	Gas/Vehicle Fuel Charges	N
	10121	Leiviska/Travis		238.52	1 Transactions			
1	DEPT Total:			524.95	Commissioners	3 Vendors	3 Transactions	
12	DEPT				Court Administration			
	9323	Avery/Jill						
		01-012-000-0000-6263		195.00	01-P4-99-000194	APR 2024	Contract Legal Services	Y
					04/01/2024	04/30/2024		
	9323	Avery/Jill		195.00	1 Transactions			
	14041	Dudeck/Victoria						
		01-012-000-0000-6269		960.50	CRIMINAL TRANSCRIPTS	1231	Court Reporter Transcripts	Y
	14041	Dudeck/Victoria		960.50	1 Transactions			
	11634	Gammello & Pearson PLLC						
		01-012-000-0000-6263		82.50	01-P4-05-000433	98947	Contract Legal Services	Y
		01-012-000-0000-6263		37.50	01-PR-22-716	98949	Contract Legal Services	Y
		01-012-000-0000-6263		15.00	01-PR-23-193	98950	Contract Legal Services	Y
		01-012-000-0000-6263		97.50	01-P5-96-000464	98951	Contract Legal Services	Y
		01-012-000-0000-6263		15.00	01-PR-14-949	98953	Contract Legal Services	Y
		01-012-000-0000-6263		52.50	01-PR-14-949	98954	Contract Legal Services	Y
		01-012-000-0000-6263		52.50	01-PR-24-96	98955	Contract Legal Services	Y
		01-012-000-0000-6263		362.70	01-JV-24-201	98958	Contract Legal Services	Y
		01-012-000-0000-6263		217.50	01-FA-18-1057	98959	Contract Legal Services	Y
		01-012-000-0000-6263		22.50	01-P1-02-000715	98960	Contract Legal Services	Y
		01-012-000-0000-6263		570.00	01-PR-24-193	99049	Contract Legal Services	Y
		01-012-000-0000-6263		165.00	01-PR-24-219	99050	Contract Legal Services	Y

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11634	Gammello & Pearson PLLC		1,690.20	12 Transactions		
12	DEPT Total:		2,845.70	Court Administration	3 Vendors	14 Transactions
40	DEPT		Auditor			
86222	Aitkin Independent Age					
	01-040-000-0000-6230		127.50	ASSESSMENT NOTICE / UNORG	1389569	Printing, Publishing & Adv Y
				05/01/2024 05/01/2024		
	01-040-000-0000-6230		295.23	TOBACCO ORDINANCE UPDATE	1390718	Printing, Publishing & Adv Y
86222	Aitkin Independent Age		422.73	2 Transactions		
13038	Burrell Printing Co Inc.					
	01-040-021-0000-6405		171.97	DNR LICENSE HOLDERS	62556	Office Supplies N
13038	Burrell Printing Co Inc.		171.97	1 Transactions		
3195	MNCCC LOCKBOX					
	01-040-000-0000-6241		40.00	IFS ALL USER MTG	2405029	Registration Fee N
				05/03/2024 05/03/2024		
3195	MNCCC LOCKBOX		40.00	1 Transactions		
86235	The Office Shop Inc					
	01-040-000-0000-6405		194.94	DATE STAMPERS (2)	1141479-0	Office Supplies N
86235	The Office Shop Inc		194.94	1 Transactions		
40	DEPT Total:		829.64	Auditor	4 Vendors	5 Transactions
43	DEPT		Assessor			
10330	Dangers/Mike					
	01-043-000-0000-6330		96.90	BOARD OF APPEAL MILEAGE	1270	Transportation/Travel/Parking N
10330	Dangers/Mike		96.90	1 Transactions		
13934	The Tire Barn					
	01-043-000-0000-6302		47.39	OIL CHG/TIRE ROTATE	72908	Vehicle Maintenance N
13934	The Tire Barn		47.39	1 Transactions		
43	DEPT Total:		144.29	Assessor	2 Vendors	2 Transactions
44	DEPT		Central Services			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
783	Canon Financial Services, Inc						
	01-044-000-0000-6342		225.51	COPIER CONTRACT MAY 2024	32591338	Office Equipment Rental/Contracts	N
				05/01/2024 05/31/2024			
783	Canon Financial Services, Inc		225.51	1 Transactions			
44	DEPT Total:		225.51	Central Services	1 Vendors	1 Transactions	
45	DEPT			Motor Pool			
13934	The Tire Barn						
	01-045-000-0000-6302		75.88	LUBE,OIL,FILTER, ROTATE TIRES	72784	Vehicle Maintenance	N
	01-045-000-0000-6302		75.98	LUBE,OIL,FILTER,ROTATE TIRES.	72788	Vehicle Maintenance	N
	01-045-000-0000-6302		75.98	LUBE, OIL, FILTER, TIRES	72922	Vehicle Maintenance	N
13934	The Tire Barn		227.84	3 Transactions			
45	DEPT Total:		227.84	Motor Pool	1 Vendors	3 Transactions	
49	DEPT			Information Technologies			
9561	Amazon Business						
	01-049-000-0000-6405		37.60	BRADY LABELS	1RWC-TGL9-N6DW	Office Supplies (Non Computer)	N
9561	Amazon Business		37.60	1 Transactions			
10452	AT&T Mobility						
	01-049-000-0000-6220		49.74	IT CELL PHONE APRIL	287322433519X050	Telephone	N
10452	AT&T Mobility		49.74	1 Transactions			
10231	eGoldfax						
	01-049-000-0000-6266		274.17	EGOLDFAX SERVICE MONTHLY	EGOLD-12068126	Software Fees/License Fees	N
10231	eGoldfax		274.17	1 Transactions			
49	DEPT Total:		361.51	Information Technologies	3 Vendors	3 Transactions	
52	DEPT			Administration			
15240	AT&T Mobility (Central Serv)						
	01-052-000-0000-6220		49.74	ADMIN MOBILE PHONE	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)		49.74	1 Transactions			
14570	MN City/County Management Association						
	01-052-000-0000-6240		158.40	MCMA MEMBERSHIP RENEWAL	05/01/24-12/31/24	Membership/Dues/Association Fees	N

Aitkin County



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

1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
				05/01/2024 12/31/2024			
14570	MN City/County Management Association		158.40	1 Transactions			
52	DEPT Total:		208.14	Administration	2 Vendors	2 Transactions	
53	DEPT			Human Resources			
9561	Amazon Business						
	01-053-000-0000-6405		27.68	BOBBIE LAPTOP CHARGER	1FFN-YF9K-YTYJ	Office Supplies	N
9561	Amazon Business		27.68	1 Transactions			
248	Association of Mn Counties						
	01-053-000-0000-6241		200.00	2024 MCHRNA SPRING CONFERENCE	68647	Registration Fee	N
				05/02/2024 05/03/2024			
248	Association of Mn Counties		200.00	1 Transactions			
15240	AT&T Mobility (Central Serv)						
	01-053-000-0000-6220		99.48	MARCH-APRIL 2024 PHONE BILL	287299383308	Telephone	N
				03/26/2024 04/25/2024			
15240	AT&T Mobility (Central Serv)		99.48	1 Transactions			
10629	Ergometrics & Applied Personnel Research						
	01-053-000-0000-6265		186.38	DISPATCH TESTING	145552	Background Check Fee	N
10629	Ergometrics & Applied Personnel Research		186.38	1 Transactions			
9762	Faul Psychological PLLC						
	01-053-000-0000-6265		665.00	PSYCH EVALUATION (1)	1952	Background Check Fee	6
9762	Faul Psychological PLLC		665.00	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-053-000-0000-6263		378.00	PEMBERTON APRIL 2024 INVOICE	20146317-000M	Contract Legal Services	Y
	01-053-000-0000-6263		537.50	PEMBERTON MARCH 2024 INVOICE	20246308-000M	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		915.50	2 Transactions			
9894	Vault Health						
	01-053-000-0000-6265		225.20	NON-DOT DRUG TEST (4)	FL00633396	Background Check Fee	6
	01-053-000-0000-6360		122.32	DOT DRUG TEST (2)	FL00633396	Services, Labor, Contracts	6
	01-053-000-0000-6360		53.98	BREATH ALCOHOL TEST (1)	FL00633396	Services, Labor, Contracts	6
9894	Vault Health		401.50	3 Transactions			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

	Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
53	DEPT Total:				2,495.54	Human Resources	7 Vendors	10 Transactions	
60	DEPT					Elections			
	9243	Command Central, LLC							
		01-060-000-0000-6360			330.00	HMA - 2 ICE MACHINES	33799	Services, Labor, Contracts	Y
						07/01/2024 06/30/2025			
	9243	Command Central, LLC			330.00	1 Transactions			
	10879	Shred-It							
		01-060-000-0000-6360			642.14	SHREDDING	8006950814	Services, Labor, Contracts	N
	10879	Shred-It			642.14	1 Transactions			
60	DEPT Total:				972.14	Elections	2 Vendors	2 Transactions	
90	DEPT					Attorney			
	9561	Amazon Business							
		01-090-000-0000-6405			107.97	OFFICE SUPPLIES	17LP-1MNH-P9Y9	Office Supplies	N
	9561	Amazon Business			107.97	1 Transactions			
	783	Canon Financial Services, Inc							
		01-090-000-0000-6342			358.10	MONTHLY CONTRACT	32591336	Office Equipment Rental/Contracts	N
						05/01/2024 05/31/2024			
	783	Canon Financial Services, Inc			358.10	1 Transactions			
	13724	Minnesota Continuing Legal Education							
		01-090-000-0000-6406			249.00	MN ESTATE ADM DESKBOOK	1313995	Law Publ. & Subscriptions	N
	13724	Minnesota Continuing Legal Education			249.00	1 Transactions			
	4412	Sherburne County Sheriff's Office							
		01-090-000-0000-6264			80.00	SUBPOENA SERVICE JOHNSON	240980	Sheriff Services	N
	4412	Sherburne County Sheriff's Office			80.00	1 Transactions			
	86944	Sheriff Crow Wing County							
		01-090-000-0000-6264			75.00	SUBPOENA - KRONE	12173	Sheriff Services	N
	86944	Sheriff Crow Wing County			75.00	1 Transactions			
	87016	Sheriff Itasca County							
		01-090-000-0000-6264			75.00	SUBPOENA SERVICE BROOKS	202401000	Sheriff Services	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
87016	Sheriff Itasca County					
		75.00		1 Transactions		
11949	Swanson/Sondra					
	01-090-000-0000-6330	17.50	FUEL REIMBURSEMENT-- TRNG	5/07/24	Transportation/Travel/Parking	N
11949	Swanson/Sondra	17.50		1 Transactions		
86235	The Office Shop Inc					
	01-090-000-0000-6405	12.55	OFFICE SUPPLIES	1141476-0	Office Supplies	N
	01-090-000-0000-6405	66.52	OFFICE SUPPLIES	1141476-1	Office Supplies	N
	01-090-000-0000-6405	287.72	OFFICE SUPPLIES	1141476-2	Office Supplies	N
	01-090-000-0000-6405	12.22	OFFICE SUPPLIES	1141476-3	Office Supplies	N
	01-090-000-0000-6405	43.27	OFFICE SUPPLIES	1141658-0	Office Supplies	N
86235	The Office Shop Inc	422.28		5 Transactions		
90	DEPT Total:	1,384.85	Attorney	8 Vendors	12 Transactions	
100	DEPT		Recorder			
10452	AT&T Mobility					
	01-100-000-0000-6220	49.74	RECORDER CELL PHONE	287323078605	Telephone	N
			03/26/2024 04/25/2024			
10452	AT&T Mobility	49.74		1 Transactions		
2386	Information Systems Corp					
	01-100-000-0000-6405	277.00	KIP-PAPER	26097	Office Supplies	N
2386	Information Systems Corp	277.00		1 Transactions		
6101	West Central Indexing					
	01-100-195-0000-6266	127.68	ERECORDING- APRIL 2024	1918	Data Processing/Computer Services	N
			04/01/2024 04/30/2024			
6101	West Central Indexing	127.68		1 Transactions		
100	DEPT Total:	454.42	Recorder	3 Vendors	3 Transactions	
110	DEPT		Courthouse Maintenance			
9561	Amazon Business					
	01-110-000-0000-6415	46.56	BATTERIES FOR FIRE PANEL	1CDL-3RML-KF3M	Operational Supplies	N
9561	Amazon Business	46.56		1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
15240	AT&T Mobility (Central Serv)						
	01-110-000-0000-6220		49.74	MAINT MOBILE PHONE	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)		49.74	1 Transactions			
246	Brothers Fire & Security						
	01-110-000-0000-6360		5,037.07	SPRINKLER PIPING	W32958	Services, Labor, Contracts	N
	01-110-000-0000-6360		1,169.00	ANNUAL INSPECTION	W32963	Services, Labor, Contracts	N
	01-110-000-0000-6360		2,530.00	ANNUAL ALARM INSPECTION	W33004	Services, Labor, Contracts	N
246	Brothers Fire & Security		8,736.07	3 Transactions			
7525	Hometown Bldg Supply						
	01-110-000-0000-6415		832.05	CEILING TILE	2405-105071	Operational Supplies	N
7525	Hometown Bldg Supply		832.05	1 Transactions			
2340	Hyytinen Hardware Hank						
	01-110-000-0000-6415		0.59	ORING	17426	Operational Supplies	N
	01-110-000-0000-6415		1.05	HARDWARE	17715	Operational Supplies	N
	01-110-000-0000-6415		5.49	PLASTIC ANCHORS	17801	Operational Supplies	N
	01-110-000-0000-6415		15.98	FAUCET CARTRIDGE	18057	Operational Supplies	N
	01-110-000-0000-6422		22.51	SCREWS	18062	Janitorial Supplies	N
	01-110-000-0000-6415		22.63	STEEL REPAIR, THREADLOCK, DRIL	18075	Operational Supplies	N
2340	Hyytinen Hardware Hank		68.25	6 Transactions			
10412	O'Reilly Auto Parts						
	01-110-000-0000-6570		23.99	OIL FOR TRUCK	1878-185151	Motor Fuel & Lubricants	N
10412	O'Reilly Auto Parts		23.99	1 Transactions			
9091	The Sherwin-Williams Company						
	01-110-000-0000-6415		48.49	PAINT - HALLWAY TOUCHUP	5961-9	Operational Supplies	N
9091	The Sherwin-Williams Company		48.49	1 Transactions			
110	DEPT Total:		9,805.15	Courthouse Maintenance	7 Vendors	14 Transactions	
120	DEPT			Veterans Service			
10452	AT&T Mobility						
	01-120-000-0000-6220		99.48	FIRSTNET APRIL	28729858569605032	Telephone	N
				03/26/2024 04/25/2024			
10452	AT&T Mobility		99.48	1 Transactions			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
9933	WEX BANK - Veteran Services						
	01-120-000-0000-6335		236.85	FLEET APRIL	97010513	Gas/Vehicle Fuel Charges	N
				04/08/2024 05/07/2024			
9933	WEX BANK - Veteran Services		236.85	1 Transactions			
120	DEPT Total:		336.33	Veterans Service	2 Vendors	2 Transactions	
122	DEPT			Planning & Zoning			
15239	AT&T Mobility (P&Z)						
	01-122-000-0000-6220		223.55	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
				03/26/2024 04/25/2024			
15239	AT&T Mobility (P&Z)		223.55	1 Transactions			
10118	Bristow/Jane						
	01-122-000-0000-6278		140.00	BOA MEETING	50824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		224.45	BOA MILEAGE	50824	BOA/PC Mileage	N
10118	Bristow/Jane		364.45	2 Transactions			
783	Canon Financial Services, Inc						
	01-122-000-0000-6342		219.42	MONTHLY COPIER CONTRACT	32591337	Office Equipment Rental/Contracts	N
				05/01/2024 05/31/2024			
783	Canon Financial Services, Inc		219.42	1 Transactions			
15142	Christensen/Charles						
	01-122-000-0000-6278		140.00	BOA MEETING	50824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		151.42	BOA MILEAGE	50824	BOA/PC Mileage	Y
15142	Christensen/Charles		291.42	2 Transactions			
10193	Grund/Jody						
	01-122-000-0000-6339		66.77	SERVICE PROVIDER TRAINING	51624	Meals (Overnight)	N
10193	Grund/Jody		66.77	1 Transactions			
4010	Rasley Oil Company						
	01-122-000-0000-6335		361.38	MONTHLY FUEL CHARGES	AITCOZOS	Gas/Vehicle Fuel Charges	N
				04/01/2024 04/30/2024			
4010	Rasley Oil Company		361.38	1 Transactions			
12077	Stromberg/Kevin						
	01-122-000-0000-6278		140.00	BOA MEETING	50824	Advisory Board/Committee Per Diem	Y

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
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	01-122-038-0000-6330		199.66	BOA MILEAGE	50824	BOA/PC Mileage	N
12077	Stromberg/Kevin		339.66	2 Transactions			
8612	Veenker/Thomas H						
	01-122-000-0000-6278		140.00	BOA MEETING	580824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		178.89	BOA MILEAGE	580824	BOA/PC Mileage	N
8612	Veenker/Thomas H		318.89	2 Transactions			
122	DEPT Total:		2,185.54	Planning & Zoning	8 Vendors	12 Transactions	
123	DEPT			Coroner			
3987	Ramsey County Medical Examiner						
	01-123-000-0000-6260		1,666.00	P.J. ME2024-0936	MEDEX-036313	Autopsies--Pathologist, Xrays, Etc	N
3987	Ramsey County Medical Examiner		1,666.00	1 Transactions			
123	DEPT Total:		1,666.00	Coroner	1 Vendors	1 Transactions	
200	DEPT			Enforcement			
89856	Aitkin Co Agricultural Society						
	01-200-000-0000-6360		125.00	2024 FAIR BOOTH	FAIR2024	Services, Labor, Contracts	N
89856	Aitkin Co Agricultural Society		125.00	1 Transactions			
9374	All Hands Fire Equipment						
	01-200-000-0000-6405		76.99	FIRE HOOKS SHOVE KNIFE	INV20583	Office Supplies	N
9374	All Hands Fire Equipment		76.99	1 Transactions			
9561	Amazon Business						
	01-200-000-0000-6460		82.89	#206 FIREARM OFF DUTY HOLSTER	16GW-VJVM-D44Y	Deputy Supplies	N
	01-200-000-0000-6460		46.98	#225 HANDCUFF CASE &KEY HOLDER	1PTP-J6Y1-QDDQ	Deputy Supplies	N
	01-200-000-0000-6405		571.80	CELL PHONE CHARGING LOCKER	1RWC-TGL9-6RTC	Office Supplies	N
9561	Amazon Business		701.67	3 Transactions			
9138	ASAP Towing						
	01-200-000-0000-6359		245.00	24000845	11624	Wrecker Service	Y
9138	ASAP Towing		245.00	1 Transactions			
9203	AT&T Mobility (Sheriff's)						
	01-200-000-0000-6220		2,234.82	DEPUTY CELL & SQUAD PC	287297906116	Telephone	N

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	01-200-200-0000-6260		89.42	CI PHONES	287297906116	CI Funds	N
	01-200-200-0000-6265		478.92	VCET PHONE & HOT SPOT	287297906116	Programs	N
9203	AT&T Mobility (Sheriff's)		2,803.16	3 Transactions			
9687	AutoSmith						
	01-200-000-0000-6302		81.43	#220 OIL CHANGE	11178	Vehicle Maintenance	Y
9687	AutoSmith		81.43	1 Transactions			
10442	Bureau of Criminal Apprehension						
	01-200-003-0000-6241		300.00	BCA CJIS CONG- LANA	25068	Registration Fee	N
	01-200-003-0000-6241		300.00	BCA CJIS CONF-PAM	35069	Registration Fee	N
10442	Bureau of Criminal Apprehension		600.00	2 Transactions			
783	Canon Financial Services, Inc						
	01-200-000-0000-6342		170.74	ADMIN COPIER LEASE	32591331	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		170.74	1 Transactions			
9888	Friesner/Nathan						
	01-200-003-0000-6339		17.86	#222 TRAINING MEAL - SAVAGE	04302024-1	Meals (Overnight)	N
9888	Friesner/Nathan		17.86	1 Transactions			
1775	Galls LLC						
	01-200-000-0000-6460		155.98	#221 MED BAG & KIT	027691142	Deputy Supplies	N
	01-200-000-0000-6180		92.95	#208 PANTS	027757359	Clothing Allowance	N
1775	Galls LLC		248.93	2 Transactions			
9928	Integrity Surveillance Group						
	01-200-000-0000-6360		998.00	TRACKER RENEWAL	16473	Services, Labor, Contracts	N
9928	Integrity Surveillance Group		998.00	1 Transactions			
252	Lynn Peavey Company						
	01-200-000-0000-6405		124.06	SCALE RULERS; EVIDENCE BAGS	409383	Office Supplies	N
252	Lynn Peavey Company		124.06	1 Transactions			
3100	McGregor Oil						
	01-200-000-0000-6335		30.91	#226 GAS	15167	Gas/Vehicle Fuel Charges	N
3100	McGregor Oil		30.91	1 Transactions			
12553	MEYER'S SERVICE CENTER						

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	01-200-000-0000-6302		45.74	#207 OIL CHANGE	26308	Vehicle Maintenance	N
12553	MEYER'S SERVICE CENTER		45.74	1 Transactions			
13416	Nartec, Inc						
	01-200-000-0000-6405		98.55	METH AMPULES	19731	Office Supplies	N
13416	Nartec, Inc		98.55	1 Transactions			
10073	Quale/Jolene						
	01-200-200-0000-6268		93.02	TRAINING MILEAGE REIMBURSEMENT	05-08 TRAINING MII	Training, Development	N
10073	Quale/Jolene		93.02	1 Transactions			
12110	Revelin Vehicle Solutions, LLC						
	01-200-000-0000-6302		900.00	#220 SIREN & ELECT ISSUE	287	Vehicle Maintenance	Y
12110	Revelin Vehicle Solutions, LLC		900.00	1 Transactions			
10289	Roger's Two Way Radio, Inc.						
	01-200-000-0000-6360		2,500.00	PROGRAM RADIOS	25569	Services, Labor, Contracts	N
10289	Roger's Two Way Radio, Inc.		2,500.00	1 Transactions			
4681	Streichers						
	01-200-000-0000-6460		3,456.00	12 GA AMMO	11698674	Deputy Supplies	N
4681	Streichers		3,456.00	1 Transactions			
86235	The Office Shop Inc						
	01-200-000-0000-6405		12.22	COMPRESSED AIR	1141226-1	Office Supplies	N
86235	The Office Shop Inc		12.22	1 Transactions			
13934	The Tire Barn						
	01-200-000-0000-6302		698.00	OLD 226 TIRES	72806	Vehicle Maintenance	N
13934	The Tire Barn		698.00	1 Transactions			
14558	Verizon Wireless-VCET						
	01-200-200-0000-6265		195.00	XXX-9132 MAKI	9022355672	Programs	N
	01-200-200-0000-6265		155.00	PRTT WARRANT - 24000807	9022356077	Programs	N
14558	Verizon Wireless-VCET		350.00	2 Transactions			
9302	WEX Bank						
	01-200-000-0000-6335		8,399.21	DEPUTY GAS	97062113	Gas/Vehicle Fuel Charges	N

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<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
9302	WEX Bank		8,399.21	1 Transactions			
200	DEPT Total:		22,776.49	Enforcement	23 Vendors	30 Transactions	
202	DEPT			Boat & Water			
13934	The Tire Barn						
	01-202-000-0000-6302		72.68	B/W TRUCK OIL CHANGE	72937	B&W Maintenance	N
	01-202-000-0000-6302		368.96	17 LUND TIRES	73008	B&W Maintenance	N
13934	The Tire Barn		441.64	2 Transactions			
9302	WEX Bank						
	01-202-000-0000-6335		604.19	B/W GAS	97062113	Gas/Vehicle Fuel Charges	N
9302	WEX Bank		604.19	1 Transactions			
202	DEPT Total:		1,045.83	Boat & Water	2 Vendors	3 Transactions	
203	DEPT			Snowmobile			
9203	AT&T Mobility (Sheriff's)						
	01-203-000-0000-6220		87.97	#208 CELL & SQUAD PC	287297906116	Telephone	N
9203	AT&T Mobility (Sheriff's)		87.97	1 Transactions			
203	DEPT Total:		87.97	Snowmobile	1 Vendors	1 Transactions	
252	DEPT			Corrections			
9561	Amazon Business						
	01-252-000-0000-6430		202.01	PROPEL; SCALPEL; STERILE DRESS	17LP-1MNH-PRD3	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6360		101.53	BATTERIES FOR FIRE PANEL	1DM3-6111J-41XQ	Services, Labor, Contracts	N
9561	Amazon Business		303.54	2 Transactions			
9203	AT&T Mobility (Sheriff's)						
	01-252-000-0000-6220		99.48	DISPATCH CELL, TRANSPORT CELL	287297906116	Telephone	N
9203	AT&T Mobility (Sheriff's)		99.48	1 Transactions			
456	Bob Barker Company, Inc.						
	01-252-252-0000-6465		394.98	LIFELINE JUMPSUITS	INV2016436	Inmate Welfare Supplies	N
456	Bob Barker Company, Inc.		394.98	1 Transactions			
10074	Gervais/Renee						

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	01-252-000-0000-6418		7.10	FOOD COLORING	28465379	Groceries	N
10074	Gervais/Renee		7.10	1 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin						
	01-252-000-0000-6430		1,603.06	INMATE RX'S	30	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		124.78	INMATE MEDS	684	Medical Expense/Supplies - Inmates	N
15362	GuidePoint Pharmacy #114 Aitkin		1,727.84	2 Transactions			
2340	Hyytinen Hardware Hank						
	01-252-000-0000-6405		29.98	PEST STRIP	17906/1	Office Supplies	N
2340	Hyytinen Hardware Hank		29.98	1 Transactions			
5503	Keefe Supply Company						
	01-252-000-0000-6418		288.00	SNACK CAKES	1837047	Groceries	N
5503	Keefe Supply Company		288.00	1 Transactions			
10147	Medline Industries, LP						
	01-252-000-0000-6430		558.01	SYRINGES; BANDAGES, BAGS	2317649563	Medical Expense/Supplies - Inmates	6
10147	Medline Industries, LP		558.01	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	01-252-000-0000-6254		309.93	SHELTER/TOWER	345401501	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		309.93	1 Transactions			
89765	Minnesota Elevator, Inc						
	01-252-000-0000-6360		1,383.75	ELEVATOR REPAIR-JACK RESYNC	1059131	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		1,383.75	1 Transactions			
9228	North Memorial Ambulance Service						
	01-252-000-0000-6262		1,956.00	ER TRANSPORT 4/29 A.C.R.	2319730	Contract Service or Medical Service	N
9228	North Memorial Ambulance Service		1,956.00	1 Transactions			
3789	Pan-O-Gold Baking Company						
	01-252-000-0000-6418		114.20	BREAD & BUNS	10002424130009	Groceries	N
	01-252-000-0000-6418		50.60	BREAD & BUNS	10002424137009	Groceries	N
3789	Pan-O-Gold Baking Company		164.80	2 Transactions			
3810	Paulbeck's County Market						
	01-252-000-0000-6418		5.49	EGGS	927210202	Groceries	N

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3810	Paulbeck's County Market					
		5.49		1 Transactions		
9808	Performance Foodservice					
	01-252-000-0000-6418	68.36	DONUTS	118997	Groceries	N
	01-252-000-0000-6418	2,456.19	GROCERIES	119093	Groceries	N
	01-252-000-0000-6418	1,877.04	GROCERIES	127658	Groceries	N
9808	Performance Foodservice	4,401.59		3 Transactions		
11947	Phoenix Supply					
	01-252-252-0000-6465	64.95	FLAT SHEETS	33747	Inmate Welfare Supplies	N
11947	Phoenix Supply	64.95		1 Transactions		
4010	Rasley Oil Company					
	01-252-000-0000-6330	227.42	TRANSPORT GAS	AITCOSHES	Prisoner Transportation & Travel	N
	01-252-000-0000-6418	5.38	ICE FOR REC PROGRAM	AITCOSHES	Groceries	N
4010	Rasley Oil Company	232.80		2 Transactions		
10289	Roger's Two Way Radio, Inc.					
	01-252-000-0000-6314	420.00	SOLDER JOINTS; ANTENNA CONNECT	25586	Radio Maint	N
10289	Roger's Two Way Radio, Inc.	420.00		1 Transactions		
86235	The Office Shop Inc					
	01-252-000-0000-6405	87.99	HP 30 CARTRIDGE & TONER	1141611-0	Office Supplies	N
	01-252-000-0000-6405	76.99	PRINTER CARTRIDGE	1141611-1	Office Supplies	N
86235	The Office Shop Inc	164.98		2 Transactions		
10005	Watson/Linda					
	01-252-252-0000-6465	10.00	INDIGENT HAIRCUT - LEONE	05132024	Inmate Welfare Supplies	Y
10005	Watson/Linda	10.00		1 Transactions		
9302	WEX Bank					
	01-252-000-0000-6335	155.53	TRANSPORT GAS	97062113	Gas/Vehicle Fuel Charges	N
9302	WEX Bank	155.53		1 Transactions		
252	DEPT Total:	12,678.75	Corrections	20 Vendors	27 Transactions	
253	DEPT		Sentence to Serve			
	9203 AT&T Mobility (Sheriff's)					
	01-253-000-0000-6220	38.23	STS AIR CARD	287297906116	Telephone	N

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9203	AT&T Mobility (Sheriff's)		38.23	1 Transactions		
86467	Auto Value Aitkin					
	01-253-000-0000-6464		35.99	ADHESIVE CLEANER	40239921	STS Supplies N
	01-253-000-0000-6464		35.99	ADHESIVE CLEANER	40239995	STS Supplies N
86467	Auto Value Aitkin		71.98	2 Transactions		
7525	Hometown Bldg Supply					
	01-253-000-0000-6464		8.50	WOOD PATCH	2404-104265	STS Supplies N
7525	Hometown Bldg Supply		8.50	1 Transactions		
2340	Hyytinen Hardware Hank					
	01-253-000-0000-6415		26.03	LAP LINK; SELF PIERCE	17845/1	Operational Supplies N
	01-253-000-0000-6464		11.92	5/16 CHAIN	17924/1	STS Supplies N
2340	Hyytinen Hardware Hank		37.95	2 Transactions		
3810	Paulbeck's County Market					
	01-253-000-0000-6415		29.97	COFFEE	927210202	Operational Supplies N
	01-253-000-0000-6415		29.91	TOILET PAPER	927210202	Operational Supplies N
3810	Paulbeck's County Market		59.88	2 Transactions		
4010	Rasley Oil Company					
	01-253-000-0000-6335		118.26	STS GAS	AITCOSHES	Gas/Vehicle Fuel Charges N
	01-253-003-0000-6335		31.55	314 CONF. GAS	AITCOSHES	Gas/Vehicle Fuel Charges N
4010	Rasley Oil Company		149.81	2 Transactions		
13934	The Tire Barn					
	01-253-000-0000-6302		77.37	09 ECONOLINE VAN OIL CHANGE	72830	Vehicle Maintenance N
13934	The Tire Barn		77.37	1 Transactions		
253	DEPT Total:		443.72	Sentence to Serve	7 Vendors	11 Transactions
254	DEPT			Enhanced 911 System		
9561	Amazon Business					
	01-254-000-0000-6610		409.41	BATTERY BACKUP FOR DISPATCH	1YNF-3W1G-M4RC	Equipment N
9561	Amazon Business		409.41	1 Transactions		

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254	DEPT Total:		409.41	Enhanced 911 System		1 Vendors	1 Transactions	
257	DEPT			Community Corrections				
9561	Amazon Business							
	01-257-000-0000-6405		115.21	OFFICE SUPPLIES (NEW EMPL)		1R7L-41GN-PG4X	Office Supplies	N
				05/15/2024	05/15/2024			
	9561 Amazon Business		115.21	1 Transactions				
10265	AT&T Mobility (Community Correct)							
	01-257-000-0000-6215		45.18	WIRELESS PHONE-ADMIN		287332245618X050	Wireless Telephone Services	N
				03/26/2024	04/25/2024			
	01-257-255-0000-6215		45.18	WIRELESS PHONE-JUVENILE AGENT		287332245618X050	Wireless Telephone Services	N
				03/26/2024	04/25/2024			
	01-257-257-0000-6215		225.84	WIRELESS PHONE-ADULT AGENTS		287332245618X050	Wireless Telephone Services	N
				03/26/2024	04/25/2024			
	01-257-258-0000-6215		45.15	WIRELESS PHONE-SOBRIETY COURT		287332245618X050	Wireless Telephone Services	N
				03/26/2024	04/25/2024			
	10265 AT&T Mobility (Community Correct)		361.35	4 Transactions				
783	Canon Financial Services, Inc							
	01-257-000-0000-6342		104.86	CANON COPIER CONTRACT		32557014	Office Equipment Rental/Contracts	N
				05/20/2024	06/19/2024			
	783 Canon Financial Services, Inc		104.86	1 Transactions				
89203	Core Professional Services, Pa							
	01-257-267-0000-6260		700.00	PROFESSIONAL CONSULT -SO EVAL		1813	Professional Consulting	6
				03/19/2024	03/19/2024			
	89203 Core Professional Services, Pa		700.00	1 Transactions				
4010	Rasley Oil Company							
	01-257-251-0000-6335		76.73	TRAINING FUEL		AITCOPROS	Gas/Vehicle Fuel Charges	N
				04/01/2024	04/30/2024			
	01-257-255-0000-6335		38.85	JUVENILE AGENT FUEL		AITCOPROS	Gas/Vehicle Fuel Charges	N
				04/01/2024	04/30/2024			
	01-257-257-0000-6335		43.73	ADULT AGENT FUEL		AITCOPROS	Gas/Vehicle Fuel Charges	N
				04/01/2024	04/30/2024			
	01-257-258-0000-6335		74.63	SOBRIETY COURT AGENT FUEL		AITCOPROS	Gas/Vehicle Fuel Charges	N
				04/01/2024	04/30/2024			

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4010	Rasley Oil Company		233.94	4 Transactions			
9489	Redwood Toxicology Laboratory, Inc						
	01-257-267-0000-6274		150.16	DRUG TESTING LAB FEES	02239920244	Drug Testing Fee	6
				04/01/2024 04/30/2024			
9489	Redwood Toxicology Laboratory, Inc		150.16	1 Transactions			
90100	The Institute For Psychological And						
	01-257-267-0000-6260		700.00	PROF CONSULT - SO EVAL	982355	Professional Consulting	6
				05/14/2024 05/14/2024			
90100	The Institute For Psychological And		700.00	1 Transactions			
257	DEPT Total:		2,365.52	Community Corrections	7 Vendors	13 Transactions	
391	DEPT			Solid Waste			
86222	Aitkin Independent Age						
	01-391-000-0000-6230		165.75	HHW	1386896	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		165.75	1 Transactions			
15239	AT&T Mobility (P&Z)						
	01-391-000-0000-6220		44.71	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
				03/26/2024 04/25/2024			
15239	AT&T Mobility (P&Z)		44.71	1 Transactions			
2763	Countryside Sanitation, LLC						
	01-391-060-0000-6360		2,009.70	MONTHLY RECYCLING CONTRACT	51024	Recycling Contract	Y
				04/01/2024 04/30/2024			
2763	Countryside Sanitation, LLC		2,009.70	1 Transactions			
3810	Paulbeck's County Market						
	01-391-000-0000-6405		114.54	SUPPLIES FOR HHW DAY	9277342	Office, Film, & Field Supplies	N
3810	Paulbeck's County Market		114.54	1 Transactions			
4010	Rasley Oil Company						
	01-391-000-0000-6335		37.85	MONTHLY FUEL CHARGES	AITCOZOS	Gas/Vehicle Fuel Charges	N
				04/01/2024 04/30/2024			
4010	Rasley Oil Company		37.85	1 Transactions			
4150	Rosallini's						

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-391-000-0000-6405		PIZZA FOR HHW DAY	9Y5006JY	Office, Film, & Field Supplies	N
4150	Rosallini's		1 Transactions			
3518	Voyageur Press Of McGregor, Inc					
	01-391-000-0000-6230	370.00	E-WASTE DAY	48710	Printing, Publishing & Adv	N
3518	Voyageur Press Of McGregor, Inc	370.00	1 Transactions			
11507	Waste Management of Minnesota, Inc					
	01-391-060-0000-6360	16,514.16	MONTHLY RECYCLING CONTRACT	011342028088	Recycling Contract	N
			04/01/2024 04/30/2024			
11507	Waste Management of Minnesota, Inc	16,514.16	1 Transactions			
5056	Western Lake Superior Sanitary					
	01-391-000-0000-6360	5,500.00	2024 HHW FEES	120020240430	Services, Labor, Contracts	N
5056	Western Lake Superior Sanitary	5,500.00	1 Transactions			
391	DEPT Total:	24,919.84	Solid Waste	9 Vendors	9 Transactions	
601	DEPT		Extension			
10850	Carlson/David L					
	01-601-000-0000-6278	35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y
	01-601-000-0000-6379	30.82	EXT MILEAGE	05062024	Extension Committee Expense(Not PerD	N
10850	Carlson/David L	65.82	2 Transactions			
9440	Dotzler/Sharon A					
	01-601-000-0000-6278	35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y
9440	Dotzler/Sharon A	35.00	1 Transactions			
91345	Elvecrog/Roberta C					
	01-601-000-0000-6278	35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y
91345	Elvecrog/Roberta C	35.00	1 Transactions			
12045	Janzen/Joy					
	01-601-000-0000-6278	35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y
	01-601-000-0000-6379	12.06	EXT MILEAGE	05062024	Extension Committee Expense(Not PerD	N
12045	Janzen/Joy	47.06	2 Transactions			
14813	Joerger, Rebecca					
	01-601-000-0000-6278	35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y

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1 General Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-601-000-0000-6379		21.44	EXT MILEAGE	05062024	Extension Committee Expense(Not PerD	N
14813	Joerger, Rebecca		56.44	2 Transactions			
90853	Mickelson/Bonnie H						
	01-601-000-0000-6278		35.00	EXT MEETING	05062024	Advisory Board/Committee Per Diem	Y
90853	Mickelson/Bonnie H		35.00	1 Transactions			
601	DEPT Total:		274.32	Extension	6 Vendors	9 Transactions	
700	DEPT			Promotion,Airport,Tourism, Misc.			
	9612 Discovery Publishing, Inc.						
	01-700-909-0000-6801		303.95	ATV ADVERTISING	3849	Appropriations-Grant	Y
	9612 Discovery Publishing, Inc.		303.95	1 Transactions			
700	DEPT Total:		303.95	Promotion,Airport,Tourism, Misc.	1 Vendors	1 Transactions	
711	DEPT			Economic Development			
	15240 AT&T Mobility (Central Serv)						
	01-711-000-0000-6220		44.71	ECON DEV PHONE	287298817699	Telephone	N
	15240 AT&T Mobility (Central Serv)		44.71	1 Transactions			
711	DEPT Total:		44.71	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:		90,018.06	General Fund		195 Transactions	

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	Vendor		Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Name Account/Formula						
			Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
44	DEPT				Central Services			
	86235	The Office Shop Inc						
		02-044-251-0000-6268		90.89	BILL B-REVITALIZATION SUPPLIES	1141956-0 & -1	Staff Training, Development	N
	86235	The Office Shop Inc		90.89	1 Transactions			
44	DEPT Total:			90.89	Central Services	1 Vendors	1 Transactions	
200	DEPT				Enforcement			
	50	Aitkin Body Shop, Inc						
		02-200-028-0000-6620		526.46	#214 STEP BARS	16350	Sheriff Enforcement/Squad Cars	N
	50	Aitkin Body Shop, Inc		526.46	1 Transactions			
	3263	K&M Signs Inc.						
		02-200-028-0000-6620		990.00	#211 VINYL	15561	Sheriff Enforcement/Squad Cars	N
	3263	K&M Signs Inc.		990.00	1 Transactions			
	12110	Revelin Vehicle Solutions, LLC						
		02-200-028-0000-6405		2,700.00	#214 UPFIT SQUAD	285	Sheriff - Portable Radios	Y
		02-200-028-0000-6405		2,700.00	UPFIT #211 SQUAD	286	Sheriff - Portable Radios	Y
	12110	Revelin Vehicle Solutions, LLC		5,400.00	2 Transactions			
200	DEPT Total:			6,916.46	Enforcement	3 Vendors	4 Transactions	
2	Fund Total:			7,007.35	Reserves Fund		5 Transactions	

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3 Road & Bridge

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT				Undesignated			
	9666	INGLETT/TODD & JOY						
		03-000-000-0000-5505		500.00	DEPOSIT REFUND	.	Culverts	N
	9666	INGLETT/TODD & JOY		500.00	1 Transactions			
0	DEPT Total:			500.00	Undesignated	1 Vendors	1 Transactions	
301	DEPT				R&B Administration			
	11406	Innovative Office Solutions, LLC						
		03-301-000-0000-6405		100.81	OFFICE SUPPLIES	IN4530792	Office Supplies	N
		03-301-000-0000-6405		49.09	OFFICE SUPPLIES	IN4535749	Office Supplies	N
	11406	Innovative Office Solutions, LLC		149.90	2 Transactions			
	9671	Pitney Bowes Global Financial Services						
		03-301-000-0000-6342		81.30	LEASE	3106653561	Office Equipment Rental/Contracts	N
	9671	Pitney Bowes Global Financial Services		81.30	1 Transactions			
301	DEPT Total:			231.20	R&B Administration	2 Vendors	3 Transactions	
302	DEPT				R&B Engineering/Construction			
	7525	Hometown Bldg Supply						
		03-302-000-0000-6550		95.80	ENG SUPPLIES	2405-105436	R & B Engineer Supplies	N
	7525	Hometown Bldg Supply		95.80	1 Transactions			
302	DEPT Total:			95.80	R&B Engineering/Construction	1 Vendors	1 Transactions	
303	DEPT				R&B Highway Maintenance			
	50	Aitkin Body Shop, Inc						
		03-303-000-0000-6417		53.19	PALISADE SHOP	2668	Shop/Building Maintenance	N
		03-303-000-0000-6590		240.00	REPAIR LABOR	2680	Repair & Maintenance Supplies	N
	50	Aitkin Body Shop, Inc		293.19	2 Transactions			
	195	Aitkin Tire Shop						
		03-303-000-0000-6590		340.00	TIRES	0-063258	Repair & Maintenance Supplies	Y
		03-303-000-0000-6590		75.00	REPAIR LABOR	0-063264	Repair & Maintenance Supplies	Y
	195	Aitkin Tire Shop		415.00	2 Transactions			
	8411	American Welding & Gas, Inc.						

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6417		248.90	AITKIN SHOP SUPPLIES	D0010069543	Shop/Building Maintenance	N
8411	American Welding & Gas, Inc.		248.90	1 Transactions			
7916	AT&T Mobility (R&B)						
	03-303-000-0000-6220		38.23	PAUL'S IPAD SVC	287303768387	Telephone	N
	03-303-000-0000-6220		38.23	MIKE LAPTOP SVC	287303768387	Telephone	N
	03-303-000-0000-6220		38.23	CAROL LAPTOP SVC	287303768387	Telephone	N
7916	AT&T Mobility (R&B)		114.69	3 Transactions			
11945	Brainerd General Rental						
	03-303-000-0000-6590		35.00	JACK RENTAL	172158	Repair & Maintenance Supplies	N
11945	Brainerd General Rental		35.00	1 Transactions			
14887	Cintas Corporation						
	03-303-000-0000-6360		15.64	SHOP LAUNDRY	4191802777	Services, Labor, Contracts	N
14887	Cintas Corporation		15.64	1 Transactions			
9488	CONNER/KYLA						
	03-303-000-0000-6590		97.50	TRUCK LETTERS/DECALS	101	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		97.50	TRUCK LETTERS/DECALS	101	Repair & Maintenance Supplies	Y
9488	CONNER/KYLA		195.00	2 Transactions			
2763	Countryside Sanitation, LLC						
	03-303-000-0000-6255		117.00	MAY 24 MCGREGOR	ACCT 2025	Garbage	Y
	03-303-000-0000-6255		81.90	MAY 24 PALISADE	ACCT 91	Garbage	Y
2763	Countryside Sanitation, LLC		198.90	2 Transactions			
5893	CTC						
	03-303-000-0000-6254		350.00	HIGH SPEED INTERNET	21385896	Utilities-Gas and Electric	N
5893	CTC		350.00	1 Transactions			
1430	Dotzler Power Equipment						
	03-303-000-0000-6417		19.99	MCGRATH SHOP SUPPLIES	37625	Shop/Building Maintenance	N
1430	Dotzler Power Equipment		19.99	1 Transactions			
12181	Fleet Pride, Inc.						
	03-303-000-0000-6590		743.70	REPAIR PARTS	116537473	Repair & Maintenance Supplies	N
12181	Fleet Pride, Inc.		743.70	1 Transactions			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
1754	Garrison Disposal Company, Inc						
	03-303-000-0000-6255		140.28	AITKIN SHOP	364145	Garbage	N
	03-303-000-0000-6255		81.90	ADOPT-A-HWY GARBAGE	364145	Garbage	N
1754	Garrison Disposal Company, Inc		222.18	2 Transactions			
9760	GRUNENWALD, JEFF						
	03-303-000-0000-6181		195.00	BOOT REIMBURSEMENT	IRISH SETTER	Safety Footwear Allowance	N
9760	GRUNENWALD, JEFF		195.00	1 Transactions			
14741	Hawkinson Sand & Gravel						
	03-303-000-0000-6517		2,041.98	COLD MIX	0427240685.	Asphalt,Crackfiller,Tack Oil,Etc	N
14741	Hawkinson Sand & Gravel		2,041.98	1 Transactions			
2089	Heartland Tire Inc						
	03-303-000-0000-6590		12.24	REPAIR PARTS	15026398	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		53.00	REPAIR LABOR	15026398	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc		65.24	2 Transactions			
2340	Hyytinen Hardware Hank						
	03-303-000-0000-6417		7.92	AITKIN SHOP SUPPLIES	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6417		71.99	AITKIN SHOP SUPPLIES	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6590		28.98	REPAIR PARTS	ACCT 2054	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank		108.89	3 Transactions			
91187	Lake Country Power						
	03-303-000-0000-6254		114.46	APR JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		101.00	APR 24 SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		59.00	APR 24 CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power		274.46	3 Transactions			
2941	M R Sign Co Inc						
	03-303-000-0000-6516		310.19	STOP SIGN	223832	Signs & Posts	N
	03-303-000-0000-6516		290.88	YELLOW TURN LEFT	223832	Signs & Posts	N
	03-303-000-0000-6516		290.88	YELLOW TURN RIGHT	223832	Signs & Posts	N
	03-303-000-0000-6516		290.88	DEAD END	223832	Signs & Posts	N
	03-303-000-0000-6516		604.44	BLANK 911 SIGNS	223832	Signs & Posts	N
	03-303-000-0000-6516		1,169.55	6' SIGN POST	223832	Signs & Posts	N
	03-303-000-0000-6516		933.73	STOP SIGN	223833	Signs & Posts	N
	03-303-000-0000-6516		286.40	NO PASSING ZONE	223833	Signs & Posts	N

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6516		150.93	RT CLEARANCE MARKER	223833	Signs & Posts	N
	03-303-000-0000-6516		75.46	LF CLEARANCE MARKER	223833	Signs & Posts	N
	03-303-000-0000-6516		917.99	RR X ADV WARNING	223833	Signs & Posts	N
	03-303-000-0000-6516		721.25	PED XING	223833	Signs & Posts	N
	03-303-000-0000-6516		194.02	ADOPT-A-HWY SIGN	223834	Signs & Posts	N
	03-303-000-0000-6590		1,332.20	REPAIR PARTS	223861	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		170.00	REPAIR PARTS	223862	Repair & Maintenance Supplies	N
2941	M R Sign Co Inc		7,738.80	15 Transactions			
3100	McGregor Oil						
	03-303-000-0000-6570		2,117.29	SWATARA DIESEL	STMT APR 24	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1,549.50	PALISADE DIESEL	STMT APR 24	Motor Fuel & Lubricants	N
3100	McGregor Oil		3,666.79	2 Transactions			
12927	Midwest Machinery Co.						
	03-303-000-0000-6590		491.45	REPAIR PARTS	10021845	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		181.63	REPAIR PARTS	10026986	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		673.08	2 Transactions			
9692	Minnesota Energy Resources Corporation						
	03-303-000-0000-6423		540.93	NAT GAS: AITKIN SHOP	0506048841-00001	Fuel for Buildings	N
9692	Minnesota Energy Resources Corporation		540.93	1 Transactions			
8372	Mn Petroleum Marketers Assn						
	03-303-000-0000-6417		19.16	MCGRATH SHOP	61115 SIR	Shop/Building Maintenance	N
8372	Mn Petroleum Marketers Assn		19.16	1 Transactions			
8436	Northland Parts						
	03-303-000-0000-6590		10.47	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		49.43	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		167.80	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
8436	Northland Parts		227.70	3 Transactions			
10720	Nuss Truck Group Inc						
	03-303-000-0000-6590		75.78	REPAIR PARTS	PSO101606-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		25.99	REPAIR PARTS	PSO101606-2	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		75.78	REPAIR PARTS	PSO101610-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		75.78	REPAIR PARTS	PSO101612-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		521.89	REPAIR PARTS	PSO104842-1	Repair & Maintenance Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10720	Nuss Truck Group Inc		775.22	5 Transactions		
10412	O'Reilly Auto Parts					
	03-303-000-0000-6590	5.49	REPAIR PARTS	1878-185014	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts	5.49		1 Transactions		
14861	Parman Energy Group					
	03-303-000-0000-6570	83.08	DEF MIX	0217087-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	83.08	DEF MIX	0217087-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	83.08	DEF MIX	0217087-IN	Motor Fuel & Lubricants	N
14861	Parman Energy Group	249.24		3 Transactions		
15211	Quality Disposal Systems Inc					
	03-303-000-0000-6255	77.22	GARBAGE: MCGRATH	ACCT 1652085	Garbage	N
15211	Quality Disposal Systems Inc	77.22		1 Transactions		
4070	Riley Auto Supply					
	03-303-000-0000-6417	39.99	AITKIN SHOP	ACCT 2716	Shop/Building Maintenance	N
	03-303-000-0000-6417	158.97	AITKIN SHOP	ACCT 2716	Shop/Building Maintenance	N
	03-303-000-0000-6417	103.98	AITKIN SHOP	ACCT 2716	Shop/Building Maintenance	N
	03-303-000-0000-6417	54.99	AITKIN SHOP	ACCT 2716	Shop/Building Maintenance	N
	03-303-000-0000-6417	60.97	AITKIN SHOP	ACCT 2716	Shop/Building Maintenance	N
	03-303-000-0000-6590	179.99	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	68.00	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	539.96	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	33.00	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	764.00	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	36.00	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	49.35	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
4070	Riley Auto Supply	1,881.24		12 Transactions		
14812	SCI Broadband/Savage Communications					
	03-303-000-0000-6220	154.47	APR PHONE/INTERNET	ACCT 009-038972	Telephone	N
14812	SCI Broadband/Savage Communications	154.47		1 Transactions		
8364	Towmaster					
	03-303-000-0000-6590	802.48	REPAIR PARTS	469209	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	565.14	REPAIR PARTS	469209	Repair & Maintenance Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8364	Towmaster		1,367.62	2 Transactions		
6097	Verizon Wireless					
	03-303-000-0000-6220		424.82	DEPT CELL PHONES	9963093569	Telephone N
6097	Verizon Wireless		424.82	1 Transactions		
5295	Ziegler Inc					
	03-303-000-0000-6590		489.83	REPAIR PARTS-FILTERS	IN001453516	Repair & Maintenance Supplies N
5295	Ziegler Inc		489.83	1 Transactions		
303	DEPT Total:		23,829.37	R&B Highway Maintenance	32 Vendors	80 Transactions
307	DEPT			R&B Capital Infrastructure		
86222	Aitkin Independent Age					
	03-307-000-0000-6230		114.74	AD FOR BID	1396206	Printing, Publishing & Adv Y
86222	Aitkin Independent Age		114.74	1 Transactions		
12070	J.R. Nelson & Company					
	03-307-000-0000-6362		1,785.00	PLAT PLOT/PHOTO MYLAR	18735	Right Of Way N
12070	J.R. Nelson & Company		1,785.00	1 Transactions		
5128	Widseth Smith & Nolting Inc					
	03-307-000-0000-6269		202.50	PROFESSIONAL SVCS	229960	Professional Services N
	03-307-000-0000-6269		2,295.00	PROFESSIONAL SERVICES	229961	Professional Services N
	03-307-000-0000-6269		2,025.00	PROFESSIONAL SERVICES	229962	Professional Services N
	03-307-000-0000-6269		10,192.31	PROFESSIONAL SERVICES	230096	Professional Services N
5128	Widseth Smith & Nolting Inc		14,714.81	4 Transactions		
307	DEPT Total:		16,614.55	R&B Capital Infrastructure	3 Vendors	6 Transactions
308	DEPT			R&B Equipment & Facilities		
9711	HIGHWAY PRODUCTS, INC					
	03-308-000-0000-6610		12,717.72	TRUCK BOX	94313	Equipment N
9711	HIGHWAY PRODUCTS, INC		12,717.72	1 Transactions		
308	DEPT Total:		12,717.72	R&B Equipment & Facilities	1 Vendors	1 Transactions
3	Fund Total:		53,988.64	Road & Bridge		92 Transactions

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5 Health & Human Services

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
400	DEPT			Public Health Department			
9561	Amazon Business						
	05-400-440-0410-6405		9.52	ADMIN-MONITOR MOUNT (PA)	163R-QQLJ-KDFK	Office Supplies	N
				05/05/2024 05/05/2024			
9561	Amazon Business		9.52	1 Transactions			
9608	AMAZON CAPITAL SERVICES (HHS only)						
	05-400-440-0410-6405		7.67	AGENCY-PENS/CALCULATORS	1DMF-7GPM-PV39	Office Supplies	N
				05/11/2024 05/11/2024			
	05-400-420-4800-6435		94.89	UCARE SP - Paper/event supply	1H1K-MHM9-16X3	Public Health Program Related Supplies	N
				04/29/2024 04/29/2024			
	05-400-410-0413-6435		1,355.11	WIC-LG SUPPLIES	1J7Y-CLCV-LH1F	Public Health Program Related Supplies	N
				05/10/2024 05/10/2024			
	05-400-430-0408-6435		305.63	TANF SUPPLIES	1MRH-H6PD-4YGY	Public Health Program Related Supplies	N
				05/13/2024 05/13/2024			
	05-400-440-0410-6405		11.20	OSS - KEYBOARD (DI)	1PRN-LFQ1-FK31	Office Supplies	N
				05/05/2024 05/05/2024			
	05-400-440-0410-6405		15.79	AGENCY-PENCILS/LEAD	1PRN-LFQ1-FK31	Office Supplies	N
				05/05/2024 05/05/2024			
	05-400-420-4800-6435		43.98	UCARE FUNDING-STAY EVENT	1RVV-TXN3-74CX	Public Health Program Related Supplies	N
				05/13/2024 05/13/2024			
9608	AMAZON CAPITAL SERVICES (HHS only)		1,834.27	7 Transactions			
10460	Brainerd Dispatch-Circulation Dept						
	05-400-440-0410-6360		3.76	AGENCY SUBSCRIPTION-52 WEEKS		Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		3.76	1 Transactions			
783	Canon Financial Services, Inc						
	05-400-440-0410-6342		25.20	OSS COPIER CONTRACT	32591333	Office Equipment Rental/Contracts	N
				05/01/2024 05/31/2024			
	05-400-440-0410-6342		40.37	PH COPIER CONTRACT	32591334	Office Equipment Rental/Contracts	N
				05/01/2024 05/31/2024			
	05-400-440-0410-6342		40.42	MAILROOM COPIER CONTRACT	32591335	Office Equipment Rental/Contracts	N
				05/01/2024 05/31/2024			
783	Canon Financial Services, Inc		105.99	3 Transactions			
7525	Hometown Bldg Supply						
	05-400-440-0410-6422		34.37	CEILING TILES	2404-103707	Janitorial Supplies	N
				04/30/2024 04/30/2024			

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
7525	Hometown Bldg Supply		34.37	1 Transactions		
89765	Minnesota Elevator, Inc					
	05-400-440-0410-6300		21.41	ELEVATOR SERVICE 04/27/2024 04/27/2024	1072386	Maintenance/Service Contracts N
89765	Minnesota Elevator, Inc		21.41	1 Transactions		
9014	PAPER STORM					
	05-400-440-0410-6360		13.61	PAPER SHREDDING 05/07/2024 05/07/2024	25858	Services, Labor, Contracts N
9014	PAPER STORM		13.61	1 Transactions		
88859	Spee*Dee-St Cloud					
	05-400-430-0408-6360		101.31	FAP SERVICE - 111 04/02/2024 04/27/2024	1017317	Services, Labor, Contracts N
88859	Spee*Dee-St Cloud		101.31	1 Transactions		
9553	Vestis					
	05-400-440-0410-6422		9.61	JANITORIAL SUP-TOWELS 05/14/2024 05/14/2024	2530272920	Janitorial Supplies N
9553	Vestis		9.61	1 Transactions		
5128	Widseth Smith & Nolting Inc					
	05-400-440-0410-6360		818.72	HHS BUILDING REMODEL 09/29/2023 09/29/2023	226310	Services, Labor, Contracts N
5128	Widseth Smith & Nolting Inc		818.72	1 Transactions		
400	DEPT Total:		2,952.57	Public Health Department	10 Vendors	18 Transactions
420	DEPT			Income Maintenance		
88284	Aitkin Co Recorder					
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 05/02/2024 05/02/2024	107927	Program Expenses Direct Charge Ffp N
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 05/02/2024 05/02/2024	108053	Program Expenses Direct Charge Ffp N
88284	Aitkin Co Recorder		26.00	2 Transactions		
9561	Amazon Business					
	05-420-600-4800-6405		22.44	ADMIN-MONITOR MOUNT (PA)	163R-QQLJ-KDFK	Office Supplies N

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9561	Amazon Business		22.44	05/05/2024 05/05/2024 1 Transactions			
9608	AMAZON CAPITAL SERVICES (HHS only)						
	05-420-600-4800-6405		18.07	AGENCY-PENS/CALCULATORS 05/11/2024 05/11/2024	1DMF-7GPM-PV39	Office Supplies	N
	05-420-600-4800-6405		26.40	OSS - KEYBOARD (DI) 05/05/2024 05/05/2024	1PRN-LFQ1-FK31	Office Supplies	N
	05-420-600-4800-6405		37.22	AGENCY-PENCILS/LEAD 05/05/2024 05/05/2024	1PRN-LFQ1-FK31	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		81.69	3 Transactions			
10460	Brainerd Dispatch-Circulation Dept						
	05-420-600-4800-6360		8.87	AGENCY SUBSCRIPTION-52 WEEKS		Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		8.87	1 Transactions			
783	Canon Financial Services, Inc						
	05-420-640-4800-6342		120.14	CS COPIER CONTRACT 05/01/2024 05/31/2024	32591330	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		59.39	OSS COPIER CONTRACT 05/01/2024 05/31/2024	32591333	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		95.16	PH COPIER CONTRACT 05/01/2024 05/31/2024	32591334	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		95.27	MAILROOM COPIER CONTRACT 05/01/2024 05/31/2024	32591335	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		369.96	4 Transactions			
11051	Department of Human Services						
	05-420-640-4800-6360		262.98	CS MONTHLY FED OFFSET FEE 04/01/2024 04/30/2024	A300C413201	Services, Labor, Contracts	N
	05-420-650-4400-6025		2,422.24	MA LTC UN 65 03/01/2024 03/31/2024	A300MM1Z01I	State/Fed Share - MA Program	N
	05-420-650-4400-6025		374.50	MA MH TCM CV 03/01/2024 03/31/2024	A300MM1Z01I	State/Fed Share - MA Program	N
	05-420-650-4400-6025		413.66	G8 LTC LT65 CY20 03/01/2024 03/31/2024	A300MM1Z01I	State/Fed Share - MA Program	N
	05-420-650-4400-6026		4,730.53	CV MA ESTATE COLL - FED 03/01/2024 03/31/2024	A300MM1Z01I	State/Fed Share - MA Estate	N
	05-420-650-4400-6026		1,000.00	MA AX ESTATE COLLECTIONS-FED	A300MM1Z01I	State/Fed Share - MA Estate	N

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	05-420-650-4400-6026		4,895.13	03/01/2024 03/31/2024 MA ESTATE COLLECTIONS-STATE	A300MM1Z01I	State/Fed Share - MA Estate	N
	05-420-650-4400-6026		1,583.90	03/01/2024 03/31/2024 CV MA ESTATE COLL - STATE	A300MM1Z01I	State/Fed Share - MA Estate	N
	05-420-650-4400-6026		13,051.37	03/01/2024 03/31/2024 MA ESTATE COLLECTIONS-FED	A300MM1Z01I	State/Fed Share - MA Estate	N
11051	Department of Human Services		28,734.31	9 Transactions			
7525	Hometown Bldg Supply						
	05-420-600-4800-6422		81.01	CEILING TILES 04/30/2024 04/30/2024	2404-103707	Janitorial Supplies	N
7525	Hometown Bldg Supply		81.01	1 Transactions			
89765	Minnesota Elevator, Inc						
	05-420-600-4800-6300		50.46	ELEVATOR SERVICE 04/27/2024 04/27/2024	1072386	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		50.46	1 Transactions			
9014	PAPER STORM						
	05-420-600-4800-6360		32.08	PAPER SHREDDING 05/07/2024 05/07/2024	25858	Services, Labor, Contracts	N
9014	PAPER STORM		32.08	1 Transactions			
86177	Sheriff Aitkin County						
	05-420-640-4800-6270		60.00	IV-D SERVICES 0015215095 01 04/27/2024 04/27/2024	C2400102	Aitkin Co Sheriff Fees Iv-D	N
	05-420-640-4800-6270		60.00	IV-D SERVICES 0014735076 01 05/08/2024 05/08/2024	C24001148	Aitkin Co Sheriff Fees Iv-D	N
86177	Sheriff Aitkin County		120.00	2 Transactions			
88859	Spee*Dee-St Cloud						
	05-420-600-4800-6205		91.92	IM SERVICE - 101 04/02/2024 04/27/2024	1017317	Postage	N
88859	Spee*Dee-St Cloud		91.92	1 Transactions			
15347	St Louis County - PHHS						
	05-420-650-4400-6211		140.75	MTM ADMIN FEE NON-FFP 03/12/2024 03/12/2024	IP-00027137	Medical Assistance - MTM Admin	N

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		05-420-650-4400-6211			213.94	MTM ADMIN FEE NON-FFP	03/26/2024 03/26/2024	IP-00027141		Medical Assistance - MTM Admin		N
15347	St Louis County - PHHS				354.69		2 Transactions					
13025	ST LOUIS COUNTY AUDITOR											
		05-420-600-4800-6266			3,368.05	REG 3 EDMS-IT SUPPORT Q1 2024	01/01/2024 03/31/2024	IN-00000960		Software Fees/License Fees		N
		05-420-640-4800-6266			1,892.51	REG 3 EDMS-IT SUPPORT Q1 2024	01/01/2024 03/31/2024	IN-00000960		Software Fees/License Fees		N
13025	ST LOUIS COUNTY AUDITOR				5,260.56		2 Transactions					
9553	Vestis											
		05-420-600-4800-6422			22.64	JANITORIAL SUP-TOWELS	05/14/2024 05/14/2024	2530272920		Janitorial Supplies		N
9553	Vestis				22.64		1 Transactions					
5128	Widseth Smith & Nolting Inc											
		05-420-600-4800-6360			1,929.84	HHS BUILDING REMODEL	09/29/2023 09/29/2023	226310		Services, Labor, Contracts		N
5128	Widseth Smith & Nolting Inc				1,929.84		1 Transactions					
420	DEPT Total:				37,186.47	Income Maintenance		15 Vendors		32 Transactions		
430	DEPT					Social Services						
88284	Aitkin Co Recorder											
		05-430-710-3930-6020			26.00	GENERAL CASE MGMT-BIRTH CERT	05/03/2024 05/03/2024	108054		General Case Management		N
		05-430-710-3930-6020			26.00	GENERAL CASE MGMT-BIRTH CERT	05/03/2024 05/03/2024	108055		General Case Management		N
88284	Aitkin Co Recorder				52.00		2 Transactions					
9561	Amazon Business											
		05-430-700-4800-6405			36.04	ADMIN-MONITOR MOUNT (PA)	05/05/2024 05/05/2024	163R-QQLJ-KDFK		Office Supplies		N
9561	Amazon Business				36.04		1 Transactions					
9608	AMAZON CAPITAL SERVICES (HHS only)											
		05-430-745-3340-6071			929.46	CLOTHING/BEDDING/LINEN	05/13/2024 05/13/2024	19DH-FJC9-3WFF		Other Community Support Program Serv		N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	05-430-700-4800-6405		29.01	AGENCY-PENS/CALCULATORS 05/11/2024 05/11/2024	1DMF-7GPM-PV39	Office Supplies	N
	05-430-745-3460-6050		43.98	AMH-LAC MH AWARENESS CREDIT 04/17/2024 05/08/2024	1GTK-49QQ-D4KC	Basic Living/Social Skills	N
	05-430-700-4800-6405		42.39	OSS - KEYBOARD (DI) 05/05/2024 05/05/2024	1PRN-LFQ1-FK31	Office Supplies	N
	05-430-700-4800-6405		59.78	AGENCY-PENCILS/LEAD 05/05/2024 05/05/2024	1PRN-LFQ1-FK31	Office Supplies	N
	05-430-745-3460-6050		43.98	AMH-LAC MH AWARENESS 04/17/2024 04/17/2024	1W6F-4NJT-NT4T	Basic Living/Social Skills	N
9608	AMAZON CAPITAL SERVICES (HHS only)		1,060.64	6 Transactions			
10460	Brainerd Dispatch-Circulation Dept						
	05-430-700-4800-6360		14.26	AGENCY SUBSCRIPTION-52 WEEKS		Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		14.26	1 Transactions			
783	Canon Financial Services, Inc						
	05-430-700-4800-6342		95.38	OSS COPIER CONTRACT 05/01/2024 05/31/2024	32591333	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		152.83	PH COPIER CONTRACT 05/01/2024 05/31/2024	32591334	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		153.01	MAILROOM COPIER CONTRACT 05/01/2024 05/31/2024	32591335	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		401.22	3 Transactions			
7525	Hometown Bldg Supply						
	05-430-700-4800-6422		130.09	CEILING TILES 04/30/2024 04/30/2024	2404-103707	Janitorial Supplies	N
7525	Hometown Bldg Supply		130.09	1 Transactions			
89765	Minnesota Elevator, Inc						
	05-430-700-4800-6300		81.03	ELEVATOR SERVICE 04/27/2024 04/27/2024	1072386	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		81.03	1 Transactions			
9014	PAPER STORM						
	05-430-700-4800-6360		51.51	PAPER SHREDDING 05/07/2024 05/07/2024	25858	Services, Labor, Contracts	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
9014	PAPER STORM		51.51		1 Transactions		
9553	Vestis						
	05-430-700-4800-6422		36.36	JANITORIAL SUP-TOWELS	2530272920	Janitorial Supplies	N
				05/14/2024 05/14/2024			
9553	Vestis		36.36		1 Transactions		
5128	Widseth Smith & Nolting Inc						
	05-430-700-4800-6360		3,099.44	HHS BUILDING REMODEL	226310	Services, Labor, Contracts	N
				09/29/2023 09/29/2023			
5128	Widseth Smith & Nolting Inc		3,099.44		1 Transactions		
430	DEPT Total:		4,962.59	Social Services	10 Vendors	18 Transactions	
5	Fund Total:		45,101.63	Health & Human Services		68 Transactions	

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923	DEPT				Forfeited Tax Sales			
9561	Amazon Business							
	10-923-000-0000-6450		349.99		48 BLK ALUM SIDEMOUNT BOX	1J3G-YD7C-P9HV	Field Supplies	N
9561	Amazon Business		349.99		1 Transactions			
10452	AT&T Mobility							
	10-923-000-0000-6220		657.69		INTERNET	287302631438X0501	Telephone	N
					03/26/2024	04/25/2024		
10452	AT&T Mobility		657.69		1 Transactions			
783	Canon Financial Services, Inc							
	10-923-000-0000-6342		158.21		COPIER LEASE	32591329	Office/Equipment-Rental	N
					05/01/2024	05/31/2024		
783	Canon Financial Services, Inc		158.21		1 Transactions			
5893	CTC							
	10-923-000-0000-6254		350.00		INTERNET	21390057	Utilities-Gas and Electric	N
					05/12/2024	06/11/2024		
5893	CTC		350.00		1 Transactions			
15297	NEPCon LLC							
	10-923-000-0000-6360		11,337.00		FSC ANNUAL FEE AND 2024 AUDIT	US-S2400216	Miscellaneous-Services	N
15297	NEPCon LLC		11,337.00		1 Transactions			
11187	Regents Of The University of Minnesota							
	10-923-000-0000-6268		300.00		FORESTERS MN FOREST MGMT GUIDE	2110012980	Staff Training, Development	N
11187	Regents Of The University of Minnesota		300.00		1 Transactions			
12788	Timmer Implement of Aitkin							
	10-923-000-0000-6590		48.60		COUPLER, FF A518A	IA24597	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		359.59		KIT ATTA B500	IA25159	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		539.10		BLOCK COUPL & FLUID HYDRA	IA25159A	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		101.99		COUPLER	IA25232	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		1,049.28		4 Transactions			
10180	WEX Bank - Land Dept							
	10-923-000-0000-6335		2,406.48		GAS	97010232	Gas/Vehicle Fuel Charges	N
					04/08/2024	05/07/2024		

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	10180	WEX Bank - Land Dept			2,406.48	1 Transactions			
923	DEPT Total:				16,608.65	Forfeited Tax Sales	8 Vendors	11 Transactions	
10	Fund Total:				16,608.65	Trust		11 Transactions	

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925	DEPT		Resource Management			
12526	Bixby/James					
	11-925-000-0000-6278	35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330	49.58	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
12526	Bixby/James	84.58	2 Transactions			
584	Blandin Paper Co					
	11-925-000-0000-6273	3,000.00	15000 WHITE SPRUCE SEEDLINGS	13658	Timber Improvement	N
584	Blandin Paper Co	3,000.00	1 Transactions			
10245	Emery Inc.					
	11-925-000-0000-6361	1,131.00	39 CU YDS RECYCLE ASPHALT SHOP	4104	Road Construction Service	N
10245	Emery Inc.	1,131.00	1 Transactions			
2099	Harmon/Elizabeth					
	11-925-000-0000-6330	37.62	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
2099	Harmon/Elizabeth	37.62	1 Transactions			
11990	Lange/David					
	11-925-000-0000-6278	35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330	45.56	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
11990	Lange/David	80.56	2 Transactions			
12512	MARCUM/ROBERT					
	11-925-000-0000-6278	35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330	32.16	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
12512	MARCUM/ROBERT	67.16	2 Transactions			
9575	Perrine/Jessica					
	11-925-000-0000-6278	35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330	20.10	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
9575	Perrine/Jessica	55.10	2 Transactions			
12077	Stromberg/Kevin					
	11-925-000-0000-6278	35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330	23.45	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
12077	Stromberg/Kevin	58.45	2 Transactions			
15229	Thompson/Dennis J					

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	11-925-000-0000-6330		28.50	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
15229	Thompson/Dennis J		28.50	1 Transactions			
4927	Turnock/Franklin Allen						
	11-925-000-0000-6278		35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		40.20	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
4927	Turnock/Franklin Allen		75.20	2 Transactions			
10017	Tveit/Galen						
	11-925-000-0000-6278		35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.12	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
10017	Tveit/Galen		59.12	2 Transactions			
8612	Veenker/Thomas H						
	11-925-000-0000-6278		35.00	NRAC MEETING	052024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		53.60	NRAC MILEAGE	052024	Transportation/Travel/Parking	N
8612	Veenker/Thomas H		88.60	2 Transactions			
925	DEPT Total:		4,765.89	Resource Management	12 Vendors	20 Transactions	
11	Fund Total:		4,765.89	Forest Development		20 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943	DEPT		Taxes And Penalties			
999999000	BARNHISER/THOMAS					
	13-943-000-0000-2001	36.00	PROPERTY TAX OVERPAYMENT - 1	1083	Cur - Property Taxes	N
999999000	BARNHISER/THOMAS	36.00	1 Transactions			
999999000	CORELOGIC					
	13-943-000-0000-2001	849.00	PROPERTY TAX OVERPAYMENT - 1	1057	Cur - Property Taxes	N
999999000	CORELOGIC	849.00	1 Transactions			
999999000	CORELOGIC CENTRALIZED REFUNDS					
	13-943-000-0000-2001	661.00	PROPERTY TAX OVERPAYMENT - 1	1075	Cur - Property Taxes	N
999999000	CORELOGIC CENTRALIZED REFUNDS	661.00	1 Transactions			
999999000	CORELOGIC CENTRALIZED REFUNDS					
	13-943-000-0000-2001	414.00	PROPERTY TAX OVERPAYMENT - 1	1062	Cur - Property Taxes	N
	13-943-000-0000-2001	1,386.00	PROPERTY TAX OVERPAYMENT - 1	1064	Cur - Property Taxes	N
	13-943-000-0000-2001	30.00	PROPERTY TAX OVERPAYMENT - 1	1065	Cur - Property Taxes	N
	13-943-000-0000-2001	2,014.00	PROPERTY TAX OVERPAYMENT - 1	1068	Cur - Property Taxes	N
	13-943-000-0000-2001	831.00	PROPERTY TAX OVERPAYMENT - 1	1069	Cur - Property Taxes	N
	13-943-000-0000-2001	105.00	PROPERTY TAX OVERPAYMENT - 1	1076	Cur - Property Taxes	N
	13-943-000-0000-2001	939.00	PROPERTY TAX OVERPAYMENT - 1	1077	Cur - Property Taxes	N
	13-943-000-0000-2001	2,306.00	PROPERTY TAX OVERPAYMENT - 1	1079	Cur - Property Taxes	N
	13-943-000-0000-2001	100.00	PROPERTY TAX OVERPAYMENT - 1	1080	Cur - Property Taxes	N
	13-943-000-0000-2001	1,847.00	PROPERTY TAX OVERPAYMENT - 1	1082	Cur - Property Taxes	N
999999000	CORELOGIC CENTRALIZED REFUNDS	9,972.00	10 Transactions			
999999000	FLANAGAN/KAREN					
	13-943-000-0000-2001	80.36	PROPERTY TAX OVERPAYMENT - 1	1063	Cur - Property Taxes	N
999999000	FLANAGAN/KAREN	80.36	1 Transactions			
999999000	GRUNDER/AL					
	13-943-000-0000-2001	30.00	PROPERTY TAX OVERPAYMENT - 1	1074	Cur - Property Taxes	N
999999000	GRUNDER/AL	30.00	1 Transactions			
999999000	KLINEPIER/RON					
	13-943-000-0000-2001	758.00	PROPERTY TAX OVERPAYMENT - 1	1056	Cur - Property Taxes	N
999999000	KLINEPIER/RON	758.00	1 Transactions			
999999000	KUEHL/KELLY					

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13 Taxes & Penalties

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
999999000	KUEHL/KELLY		18.00	PROPERTY TAX OVERPAYMENT - 1	1061	Cur - Property Taxes	N
			18.00	1 Transactions			
999999000	MEIER/MELANIE						
	13-943-000-0000-2001		50.00	PROPERTY TAX OVERPAYMENT - 1	1078	Cur - Property Taxes	N
999999000	MEIER/MELANIE		50.00	1 Transactions			
999999000	MEMBERS COOP						
	13-943-000-0000-2001		141.00	PROPERTY TAX OVERPAYMENT - 1	1060	Cur - Property Taxes	N
999999000	MEMBERS COOP		141.00	1 Transactions			
999999000	MEMBERS COOP CREDIT UNION						
	13-943-000-0000-2001		24.00	PROPERTY TAX OVERPAYMENT - 1	1070	Cur - Property Taxes	N
	13-943-000-0000-2001		24.00	PROPERTY TAX OVERPAYMENT - 1	1071	Cur - Property Taxes	N
999999000	MEMBERS COOP CREDIT UNION		48.00	2 Transactions			
999999000	MIDWEST BANK						
	13-943-000-0000-2001		4.00	PROPERTY TAX OVERPAYMENT - 1	1066	Cur - Property Taxes	N
	13-943-000-0000-2001		819.00	PROPERTY TAX OVERPAYMENT - 1	1067	Cur - Property Taxes	N
999999000	MIDWEST BANK		823.00	2 Transactions			
999999000	OLSON/HEATHER						
	13-943-000-0000-2001		1,196.00	PROPERTY TAX OVERPAYMENT - 1	1059	Cur - Property Taxes	N
999999000	OLSON/HEATHER		1,196.00	1 Transactions			
999999000	PLONSKE/Ryan						
	13-943-000-0000-2001		40.49	PROPERTY TAX OVERPAYMENT - 1	1058	Cur - Property Taxes	N
999999000	PLONSKE/Ryan		40.49	1 Transactions			
999999000	SERVICELINK						
	13-943-000-0000-2001		286.00	PROPERTY TAX OVERPAYMENT - 1	1073	Cur - Property Taxes	N
999999000	SERVICELINK		286.00	1 Transactions			
999999000	SOK/JONNY						
	13-943-000-0000-2001		135.00	PROPERTY TAX OVERPAYMENT - 1	1081	Cur - Property Taxes	N
999999000	SOK/JONNY		135.00	1 Transactions			
4258	St Louis County Auditor						
	13-943-000-0000-2001		371,568.78	FISCAL DISPARITIES 2024	1ST HALF 2024	Cur - Property Taxes	N

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COMMISSIONER'S VOUCHERS ENTRIES

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13 Taxes & Penalties

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4258	St Louis County Auditor		371,568.78	1 Transactions		
999999000	WAREHIME/JASON					
	13-943-000-0000-2001		50.00	PROPERTY TAX OVERPAYMENT - 1	1072	Cur - Property Taxes
999999000	WAREHIME/JASON		50.00	1 Transactions		N
943	DEPT Total:		386,742.63	Taxes And Penalties	18 Vendors	29 Transactions
13	Fund Total:		386,742.63	Taxes & Penalties		29 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
9561	Amazon Business					
	19-521-000-0000-6405	31.00	COMPUTER CABLE FOR LAPTOP	19CC-TQVP-DGTR	Office Supplies	N
	19-521-000-0000-6454	99.80	COMPASSES	19CC-TQVP-DGTR	Commissary Supplies-Non Jail	N
9561	Amazon Business	130.80	2 Transactions			
11419	Beaudry Oil & Service, Inc.					
	19-521-000-0000-6254	412.39	PROPANE - INSTRUCTOR'S HOUSE	43520507	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.	412.39	1 Transactions			
246	Brothers Fire & Security					
	19-521-000-0000-6360	1,811.70	SPRINKLER REPAIR	W32957	Services, Labor, Contracts	N
	19-521-000-0000-6360	1,896.00	FIRE INSPECTION - SPRINKLERS	W32962	Services, Labor, Contracts	N
	19-521-000-0000-6360	3,932.00	FIRE INSPECTION - ALARMS, BATT	W33005	Services, Labor, Contracts	N
246	Brothers Fire & Security	7,639.70	3 Transactions			
9085	Climate Makers Inc					
	19-521-000-0000-6360	537.00	REBOOT DINING HALL MATRIX	121051	Services, Labor, Contracts	N
	19-521-000-0000-6360	219.00	FIX MUA UNIT	121053	Services, Labor, Contracts	N
9085	Climate Makers Inc	756.00	2 Transactions			
9534	Jeff's Mobile Lock & Key					
	19-521-000-0000-6360	571.00	FIX LOCKS AND NEW KEYS	634135	Services, Labor, Contracts	Y
9534	Jeff's Mobile Lock & Key	571.00	1 Transactions			
521	DEPT Total:	9,509.89	LLCC Administration	5 Vendors	9 Transactions	
523	DEPT		LLCC Food			
3810	Paulbeck's County Market					
	19-523-000-0000-6418	105.18	GLUTEN FREE GROCERIES	7684653	Groceries-Students	N
3810	Paulbeck's County Market	105.18	1 Transactions			
10076	PFS Minnesota					
	19-523-000-0000-6418	1,200.63	GROCERIES	72010337	Groceries-Students	N
10076	PFS Minnesota	1,200.63	1 Transactions			
4761	Sysco Minnesota Inc					
	19-523-000-0000-6418	2,225.99	GROCERIES	25363840	Groceries-Students	N

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19 Long Lake Conservation Cen

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COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4761	Sysco Minnesota Inc		2,225.99	1 Transactions		
4968	Upper Lakes Foods, Inc					
	19-523-000-0000-6418		1,536.04	GROCERIES	453369-00	Groceries-Students N
	19-523-000-0000-6418		1,233.17	GROCERIES	456855-00	Groceries-Students N
4968	Upper Lakes Foods, Inc		2,769.21	2 Transactions		
523	DEPT Total:		6,301.01	LLCC Food	4 Vendors	5 Transactions
524	DEPT			LLCC Maintenance		
	3776 Palisade One Stop					
	19-524-000-0000-6335		126.22	GAS, DIESEL AND SUPER FUEL	2187684653	Gas/Vehicle Fuel Charges N
	3776 Palisade One Stop		126.22	1 Transactions		
524	DEPT Total:		126.22	LLCC Maintenance	1 Vendors	1 Transactions
19	Fund Total:		15,937.12	Long Lake Conservation Center		15 Transactions

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21 Parks

Aitkin County



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT			Parks			
188	Aitkin Sno-Drifters Snowmobile						
	21-520-000-0000-6802	Q	1,582.88	AITKIN SNO DRIFTERS BM4	00918566	Trail Grants-State	N
188	Aitkin Sno-Drifters Snowmobile		1,582.88	1 Transactions			
9561	Amazon Business						
	21-520-000-0000-6523		157.00	DEWALT PORT POWER STATION JUMP	11RY-JD37-R6N4	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6450		55.52	CLEAR & GRAY/BLACK SAFETY GLAS	1WRJ-KQX7-DHVN	Field Supplies	N
9561	Amazon Business		212.52	2 Transactions			
9625	Blind Lake ATV Club						
	21-520-000-0000-6802	Q	2,263.93	BLIND LAKE ATV	00909053	Trail Grants-State	N
9625	Blind Lake ATV Club		2,263.93	1 Transactions			
1430	Dotzler Power Equipment						
	21-520-000-0000-6450		82.68	XP 2.5 GAL MIX & 1 QT XP FUEL	37812	Field Supplies	N
1430	Dotzler Power Equipment		82.68	1 Transactions			
10245	Emery Inc.						
	21-520-000-0000-6361	B	2,016.00	CLASS 5 AITKIN CAMPGROUND	4109	Road Construction Service	N
10245	Emery Inc.		2,016.00	1 Transactions			
1805	Giese Sno-Cruisers Trail Assn.						
	21-520-000-0000-6802	Q	834.35	MCGRATH FINLAYSON BM4	00918568	Trail Grants-State	N
1805	Giese Sno-Cruisers Trail Assn.		834.35	1 Transactions			
2060	Haypoint Jackpine Savages						
	21-520-000-0000-6802	Q	2,627.42	HAYPOINT BM4	00918567	Trail Grants-State	N
2060	Haypoint Jackpine Savages		2,627.42	1 Transactions			
3024	Kingsley/Russell Lee						
	21-520-000-0000-6802		7,395.00	SOO LINE NORTH TRAIL REPAIRS	052024	Trail Grants-State	Y
3024	Kingsley/Russell Lee		7,395.00	1 Transactions			
9358	McNeil Excavating						
	21-520-000-0000-6802		12,316.50	483 YD CLAS 5 TO NORTHSOO LINE	24036	Trail Grants-State	Y
9358	McNeil Excavating		12,316.50	1 Transactions			
10337	Mille Lacs Driftskippers						

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Aitkin County



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	21-520-000-0000-6802	Q	REDTOP ATV TRAILS GIA	00909089	Trail Grants-State	N
	21-520-000-0000-6802	Q	SOO LIN SOUTH OHV TRL 11-25-23	00909206	Trail Grants-State	N
10337	Mille Lacs Driftskippers		2 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea					
	21-520-000-0000-6254	B	BERGLUND PARK	185110602	Utilities-Gas and Electric	N
			04/01/2024 05/01/2024			
3160	Mille Lacs Energy Coop-Albert Lea		1 Transactions			
9526	Norland Environmental Service Inc					
	21-520-000-0000-6255	B	JACOBSON CAMPGROUND GARBAGE	4378467	Garbage	N
9526	Norland Environmental Service Inc		1 Transactions			
9307	Savanna Pallets					
	21-520-000-0000-6360	B	PLAYGROUND MULCH BERGLUND DELI	INV151015	Services, Labor, Contracts	N
9307	Savanna Pallets		1 Transactions			
4800	Tamarack Sno-Flyers					
	21-520-000-0000-6802	Q	TAMARACK FY24 BM4	00918597	Trail Grants-State	N
4800	Tamarack Sno-Flyers		1 Transactions			
9617	Timber Lakes Septic Service, Inc.					
	21-520-000-0000-6360	B	AITKIN DUMP	38227	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	BERGLUND DUMP	38228	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.		2 Transactions			
520	DEPT Total:		55,100.25 Parks	15 Vendors	18 Transactions	
21	Fund Total:		55,100.25 Parks		18 Transactions	
	Final Total:		675,270.22 277 Vendors	453 Transactions		

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	90,018.06	General Fund
2	7,007.35	Reserves Fund
3	53,988.64	Road & Bridge
5	45,101.63	Health & Human Services
10	16,608.65	Trust
11	4,765.89	Forest Development
13	386,742.63	Taxes & Penalties
19	15,937.12	Long Lake Conservation Center
21	55,100.25	Parks
All Funds	675,270.22	Total

Approved by,

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.....
.....



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: May 28th

Title of Item: Aitkin High School Opioid Funding Request

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested</div><div><input type="checkbox"/> Discussion Item</div><div><input type="checkbox"/> Hold Public Hearing*</div></div>	
Submitted by: Liz Short, PHN. Opioid Coordinator		Department: Aitkin County Health and Human Services
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>Final approval of funding application on behalf of ISD#1 . The goal for this project is to implement small group and 1:1 intervention using the American Lung Association N-O-T and INDEPTH curriculum for students with substance abuse referrals in grades 7-12. The outcomes will be willingness to quit and/or cessation for students with substance abuse referrals. The timeline for utilization of this funding is throughout the 2024-2025 school year.</p> <p>This application was reviewed and unanimously approved by the Opioid Subcommittee at their meeting on April 30th, 2024</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approval.		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><p><i>Is there a cost associated with this request?</i></p><p><i>What is the total cost, with tax and shipping? \$</i></p><p><i>Is this budgeted?</i></p></div><div><div style="display: flex; align-items: center;"><input type="checkbox"/> Yes</div><div style="display: flex; align-items: center;"><input checked="" type="checkbox"/> No</div></div><div><p><i>Please Explain:</i></p><p>Opioid Settlement Dollars will be used to support this project.</p></div></div>		

Aitkin County Health and Human Services

Contact:

Please direct all correspondence to the contact information provided below.

Liz Short, PHN

Aitkin County Public Health
(218) 927-7267

Elizabeth.short@co.aitkin.mn.us



2024

Opioid Settlement (OS) Funding Application

Section 1: Applicant Information

Date	4/15/2024
Organization Name	Aitkin Public School
Street Address	306 2nd St NW
Mailing Address if different	
City, State, Zip Code	Aitkin, MN 56431
County	Aitkin

Primary Contact	Kathleen Christy
Phone	218-928-8336
Email	kchristy@isd1.org

Financial Contact	Heather Hipp
Tax ID/SSN	41-600000-1
Phone	218-927-2115, ext 3422
Email	hhipp@isd1.org

Information provided in this application may be used for promotional materials. This includes, but is not limited to: fact sheets, Minnesota Department of Health reports, newsletters, social media posts, and media releases. Additional information may be requested by Aitkin County Public Health e.g. a release might be requested for individuals in photographs.

☒ By checking this box, you acknowledge and accept the statement above.

PROJECT NAME:	<i>Tier 2 and 3 substance abuse intervention</i>
Brief Overview ISD1s goal for this project is to implement a small group and 1:1 intervention using the American Lung Association N-O-T and INDEPTH curriculum for students with substance abuse referrals in grades 7-12. The outcomes will be willingness to quit and/or cessation for students with substance abuse referrals.	
Funding Request	<i>Up to \$24,999</i>

Section 2: Project Category

05/11/2023

Each project/request must fall within one or more of the following mitigation categories. Select one or more of the categories that best match your project.

Treatment

☒ Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health condition through evidenced based or evidence informed programs or strategies.

Examples may include:

- Treat OUD
- Support People in Recovery
- Connect People who need help connecting to the services they need (connections to care i.e. transportation)
- Address the needs of criminal justice-involved persons
- Address the needs of the perinatal population, caregivers, and families including babies with neonatal opioid withdrawal syndrome
- Medication-assisted treatment (MAT) such as methadone, buprenorphine or naloxone.

Prevention

☐ Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidenced based or evidenced informed programs. Support efforts to discourage misuse of opioids through evidence based or evidenced informed programs. Examples may include:

- Training for health care providers
- Continuing Medical Education on appropriate prescribing of opioids
- Media campaigns to prevent misuse
- Funding evidence-based prevention programs in schools
- Upstream education on the harm of other addictive and harmful substances such as alcohol, tobacco or marijuana.

Harm Reduction

☒ Harm reduction is a set of ideas and interventions that seek to reduce the harms associated with both drug use and ineffective, racialized drug policies. Harm reduction stands in stark contrast to a punitive approach to problematic drug use—it is based on acknowledging the dignity and humanity of people who use drugs and bringing them into a community of care in order to minimize negative consequences and promote optimal health and social inclusion. Examples of Harm Reduction may include:

- Support Services for children and families affected by substance use disorders.
- Overdose Prevention including distribution of Narcan, Fentanyl test strips, safe use education materials and increased access to proven effective and promising overdose prevention practices utilized in other counties and states.
- Community education to reduce the stigma around OUD

Research and Training

☐ Support opioid abatement research and training. Examples may include:

- 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.
- Monitoring, surveillance, data collection, and evaluation of programs and strategies described in this opioid abatement strategy list.
- Research non-opioid treatment of chronic pain.
- Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

Section 3: Guiding Principles

Each project/request must be guided by the following five principles set forth by the Johns Hopkins School of Public Health. Please indicate which of these principals apply to your program. You do not have to meet all of the guiding principles.

☒ Spend Money to Save Lives.

- OS dollars will be used on a specific project and not to fill budget gaps or shortfalls in other programs. OS dollars are being used to expand an existing evidenced-based program or initiative.

☒ Use Evidence to Guide Spending

- There is evidence to support the expansion of an existing program. This could include an initiative or program that was not successful but there are learned outcomes that could be successful.

☒ Invest in Youth Prevention

- This program supports, children, youth, and families in effective programs.

☒ Focus on Racial Equity

- This program serves a specific demographic or underserved population in our community. Check one.

☒ Socioeconomic

☐ Veterans

☒ Other: special education subgroup

☐ Seniors

☒ Homeless

☒ LGBTQ

☒ Youth

☒ Black/Indigenous/People of Color

☒ Develop a Fair and Transparent Process for Spending Funds

- There is a process in place for clear and transparent use of OS dollars

Please Note:

It is the Applicant's sole responsibility to keep clear and detailed records that demonstrate the OS dollars requested were used for the amount and purpose(s) outlined in the initial application. Aitkin County Public Health and/or the Minnesota Attorney Generals Office, reserves the right to audit the Applicants records at any time without prior notice.

Section 4: Work plan and Goals

Give a detailed description of your project work plan and goal. List your goals related to the project. Include planned activities to meet these goals, intended timeline and responsible individual(s). Add rows as needed.

From August 26, 2024, to June 1, 2025, an AHS staff member will follow the [MnMTSS model of support to offer](#):

- Interventions for students with substance abuse referrals in our school district.

Our goals include:

- supporting children affected by substance use disorders,
- fund interventionist services to improve the capability of our district to abate the opioid crisis with intervention, and
- collect data on intervention efforts with youth.

This work includes up to 2 hours per day of interventions using the American Lung Association N-O-T and INDEPTH curriculum for students who have substance abuse referrals.

ACTIVITIES TO ACCOMPLISH GOAL(S)	TIMELINE	RESPONSIBLE INDIVIDUAL(S)
Provide small group and individual interventions with students who receive substance abuse referrals to increase willingness to quit and/or cessation.	September 2024-June 2025	AHS staff

Section 5: Evaluation:

What would indicate to you that this project was successful? How will you measure progress or change? Describe your anticipated impact(s). Add rows as needed.

Project Outcomes	How will you measure these changes?	What will you do with these results?
<ul style="list-style-type: none"> decreased behavior referrals for repeat substance. data collection and evaluation of a school-based intervention program. 	Repeat behavior referrals for substance abuse in grades 7-12 at Aitkin High School will decrease from the 2023-24 school year to the 2024-25 school year.	ISD1 staff responsible for interventions will present these results to ISD1s school board and Aitkin County Commissioners.

PROJECT SUSTAINABILITY: Identify how you will work to sustain the project beyond the initial funding.

An ADSIS funding application will be submitted to MDE in the spring of 2025 and if approved, will sustain this work for the school years 2025-2027.

Section 6: Budget and Funding Request

Please complete the total project funding table below. **If line A is an overall cost please include an itemized list totaling the cost. You can also attach your own detailed budget.**

Total Project Funding Table

A) How much funding are you requesting from the Aitkin County Opioid Settlement Funds?	up to \$24,999 (\$64.19 per hour and American Lung facilitator training and curriculum)
B) Do you anticipate any additional funding for this project? <i>Include other grants, donations, fundraised amounts, budgeted dollars, etc.</i>	\$0
C) How much do you or a partner anticipate contributing in-kind to the project? <i>Include staff/volunteer time, etc.</i>	\$1500/yr staff development for training

	Office space
	Supervision of position
	Computer supplies
Total Project Cost <i>(should equal the sum of the 3 lines above)</i>	\$ 26,499

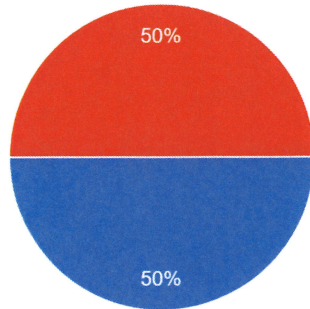
Submit your completed application via email to Elizabeth.short@co.aitkin.mn.us
Please put OS Application in the subject line.

Aitkin High School Funding Request

Scorecard April 30th 2024

Proposal clearly address the committee's vision statement and includes one or more project categories

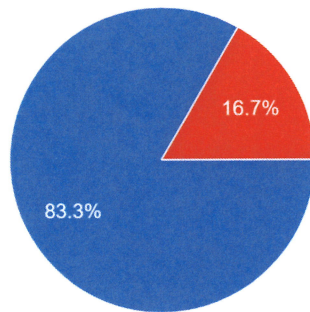
6 responses



- 3 (Excellent)
- 2 (Above Average)
- 1 (Average)
- 0 (Unsatisfactory)

Guiding Principles

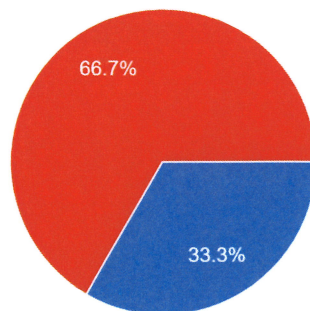
6 responses



- 3 (Excellent)
- 2 (Above Average)
- 1 (Average)
- 0 (Unsatisfactory)

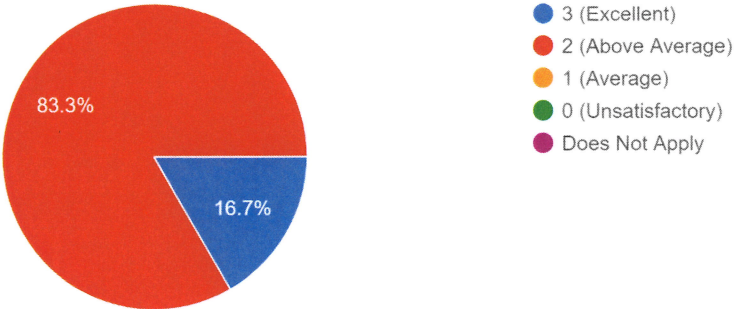
Work Plan and Goals

6 responses

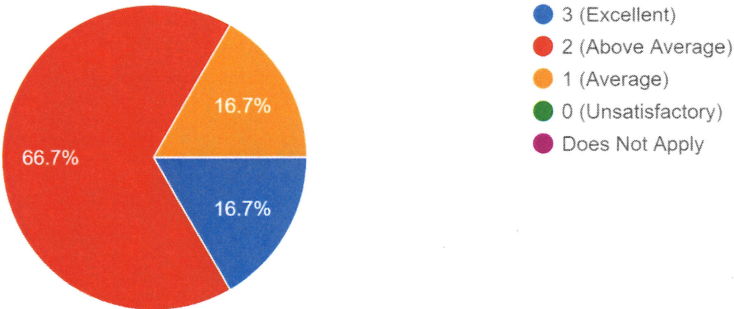


- 3 (Excellent)
- 2 (Above Average)
- 1 (Average)
- 0 (Unsatisfactory)

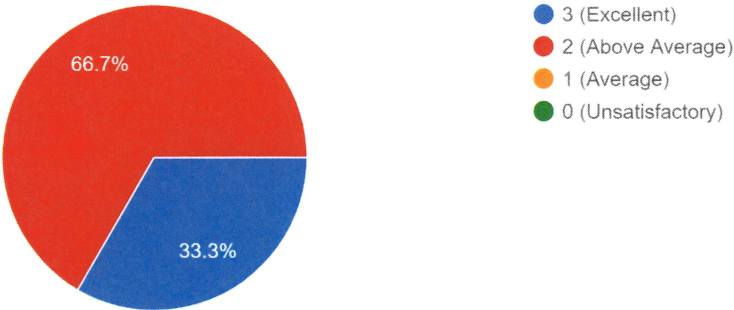
Evaluation & Outcomes if \$25,000 or more
6 responses



Project Sustainability
6 responses



Budget and Funding
6 responses



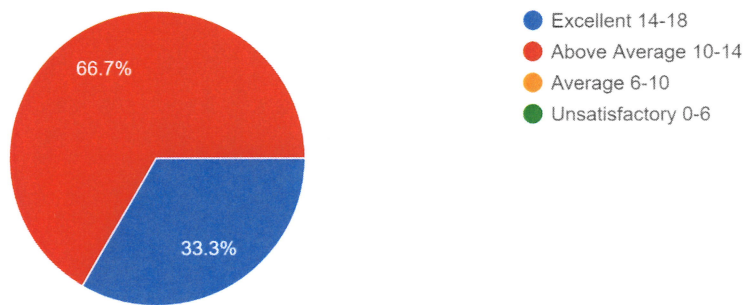
Does Applicant Have a Conflict Of Interest

6 responses



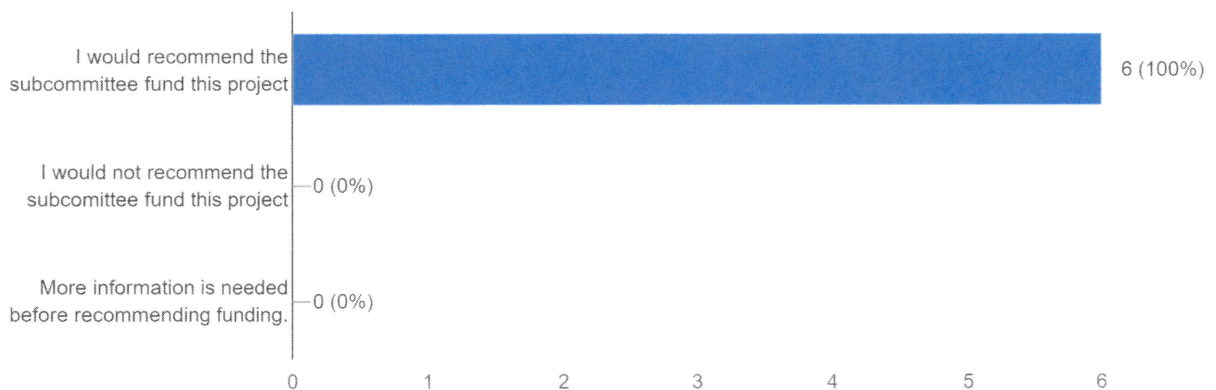
Overall Ranking

6 responses



Recommendation (use comment section to clarify your response).

6 responses



List specific requirements to award funding with any minor additions/edits.

List specifics as to why you don't recommend funding. What information or changes are needed to consider funding?

0 responses



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Approve License to Sell Tobacco Products - Castaways, LLC

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Christy M. Bishop		Department: Auditor's Office
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: A new application for license to sell tobacco products for the period ending March 31, 2024 for Castaways, LLC dba Castaways - located at 32360 215th Lane, Isle, MN 56342 Approval is subject to completion of all paperwork and signatures on same for Castaways, LLC.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt resolution for approval of application for license to sell tobacco products for Castaways, LLC dba Castaways - located at 32360 215th Lane, Isle, MN 56342		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

Approve License to Sell Tobacco Products – Castaways, LLC

WHEREAS, application approval is subject to the completion of all paperwork in full.

WHEREAS, license is valid upon approval through the period ending March 31, 2024.

NOW THEREFORE BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the application for license to sell tobacco products through the period ending March 31, 2024 to Castaways, LLC dba Castaways - located at 32360 215th Lane, Isle, MN 56342.

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

xxx MEMBERS PRESENT

All Members Voting xxx

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 28th day of May 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May 2024

Jessica Seibert
County Administrator



2Q

AITKIN COUNTY BOARD OF COMMISSIONERS

May 21, 2024

1:00 p.m.

Government Center Training Room

Committee of the Whole Session Minutes

1.A **CALL TO ORDER**

Chair Wedel called the meeting to order at 1:03 p.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Absent
Bret Sample	District #4	Present
Michael Kearney	District #5	Absent
Jessica Seibert	County Administrator	Present
April Kellerman	Administrative Assistant	Absent

1.B **PLEDGE OF ALLEGIANCE**

1.C **APPROVAL OF AGENDA**

Motion to: Approve the agenda.

RESULT: APPROVED (3 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund

2 **Strategic Summit**

Motion to Adjourn

Motion made at 4:28 p.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioner

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: May 28,2024

Title of Item: Change order to be signed

<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: Jim Bright		Department: Maintenance
Presenter (Name and Title): Jim Bright Facilities Coordinator		Estimated Time Needed:
Summary of Issue: <p>The resolution for the change order with Climate Makers for the jail boiler, pumps, VFDS and expansion tank was approved on May 14th with contract to follow for signature. This is the contact to be signed.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Sign the contract for the change order with Climate Makers.		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 23,810.00</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p> <p>There is \$750,000 of Fiscal Recovery Funds approved for this project.</p>		

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



AIA® Document G701® – 2017

Change Order

PROJECT: (Name and address)
Aitkin County Jail HVAC Upgrades
218 1st Street NW, Aitkin, MN 56431
Project #2022-177
WSN: 2023-11281

CONTRACT INFORMATION:
Contract For: General Construction
Date: March 4, 2024

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: May 16, 2024

OWNER: (Name and address)
Aitkin County
307 2nd Street NW
Aitkin, MN 56431

ARCHITECT: (Name and address)
Wideth Smith Nolting & Associates Inc
704 East Howard Street
Hibbing, MN 55746

CONTRACTOR: (Name and address)
Climate Makers, Inc.
33758 Charles Ave.
Jenkins, MN 56474

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Per attached Change Request #1 dated 05/07/2024:

Change to AERCO Boilers and associated pumping equipment package:
- Add Sum of \$23,810.00

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be

\$	479,137.00
\$	0.00
\$	479,137.00
\$	23,810.00
\$	502,947.00

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wideth Smith Nolting & Associates, Inc.

ARCHITECT (Firm name)

SIGNATURE

Katie Hildenbrand, Interior Designer,
VP

PRINTED NAME AND TITLE

05/17/2024

DATE

Climate Makers, Inc.

CONTRACTOR (Firm name)

SIGNATURE

Matt Gardner, Executive Vice President

PRINTED NAME AND TITLE

05/20/2024

DATE

Aitkin County

OWNER (Firm name)

SIGNATURE

PRINTED NAME AND TITLE

DATE



CLIMATE MAKERS, INC
33758 Charles Ave
Jenkins, MN 56474
Phone: (218) 825-0145
Fax: (218) 825-0154

Project: Aitkin County Jail HVAC Upgrades Project #: 2022-177
Date: 05.07.2024 Change Request #: 1
Submitted to: Jim Bright
Description: AERCO Boilers and associated pumping equipment package in lieu of low bid

Material Description:			Total Cost
Boilers	Aerco	Laars	\$ 14,264.00
Pumps	Taco	B&G	\$ 3,345.00
VFDs	Taco	ABB	\$ 1,701.00
Air Separator	Taco	Spirotherm	\$ -
Glycol Feeder	Axiom	iVL - No Bran	\$ -
Chemical Feeder	Wingert	iVL - No Bran	\$ -
Expansion Tank	Taco	Armstrong*	\$ 2,119.00

Subtotal Material:

21,429.00

Labor Description:		Hours	Hourly Cost	Total Cost
				-
				-

Subtotal Labor:

Sub-Contract Description:		If applicable Qty/Hours	If applicable Unit/Hrly Cost	Total Cost
Insulation		-	-	-
Controls				-

Subtotal Sub-Contract

This Change will Impact the Project Schedule By		Increase	Decrease	Total Days
		-	-	

Submitted by - Climate Makers, Inc. Project Manager or Foreman: / (sign)

Approved by Owner / Architect: (sign)

10.0%

5.0%

Y

Material	21,429.00
Labor	
Sub-Contract	
Tax on Material	
Mat'l & Labor Profit	2,381.00
Sub-Profit	
Bond	
Total	23,810.00



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 5-28-24

Title of Item: Approve Right of Way Plat No. 22

<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: John Welle		Department: Highway
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: <p>Right of Way Plat No. 22 has been developed for the acquisition of right of way on a 4.6-mile segment of CSAH 5 from County Highway 53 to State Highway 210. Right of way offers for 47 parcels of right of way totaling \$181,780 will be sent to property owners upon approval of this Plat. Right of way offer amounts are based on Minimum Damage Acquisitions performed by staff on each parcel.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approval by motion of Right of Way Plat No. 22. (Board Chair signature needed on Plat document)		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: 5-28-24

Title of Item: State Ditch 86 Partial Abandonment

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: flex-end;"><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div>
Submitted by: John Welle	Department: Highway
Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
Summary of Issue: <p>U.S. Steel submitted a petition for partial ditch abandonment of portions of State Ditch 86 and Fire Relief Commission Ditch B on December 29, 2022. After a site visit with U.S. Steel on May 3, 2023, the attached Engineer's Report was completed. A public hearing was held at 10:00 am on Tuesday, July 11, 2023 to gain public input on the proposed partial abandonment.</p> <p>Based on the Engineer's Report and public input received at the public hearing, the attached resolution has been drafted to abandon Lateral 2 and Lateral 3 of State Ditch 86. Lateral 1 of State Ditch 86 and the segment of Fire Relief Commission B on the east line of the southwest quarter of Section 34 , Township 49 North, Range 24 West are not proposed for abandonment as those segment continue to provide public drainage benefits.</p>	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Approve State Ditch 86 partial abandonment resolution	
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><p><i>Is there a cost associated with this request?</i></p><p><i>What is the total cost, with tax and shipping? \$</i></p><p><i>Is this budgeted?</i></p></div><div style="display: flex; align-items: center;"><div style="margin-right: 20px;"><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div></div>	

Revised Engineer's Report

U.S. Steel Petition for Partial Abandonment

Portions of State Ditch 86 and Fire Relief Commission Ditch B

(revisions shown in red)

A petition was received from U.S. Steel on December 29, 2022 requesting partial abandonment of four segments of public drainage ditch systems as follows:

1. Lateral 1 of State Ditch (SD) 86 located in Sections 3 and 4, Township 48 North, Range 24 West totaling approximately 1 mile in length
2. Lateral 2 of State Ditch (SD) 86 located in Sections 4 and 5, Township 48 North, Range 24 West totaling approximately 1 mile in length
3. Lateral 3 of State Ditch (SD) 86 located in Sections 5 and 6, Township 48 North, Range 24 West totaling approximately 1 mile in length
4. Designation unknown, County GIS map labeled as Fire Relief Commission (FRC) B located in Sections 33 and 34, Township 49 North, Range 24 West totaling approximately 0.5 mile in length

A site visit was conducted on May 3, 2023 with a representative of U.S. Steel to view the segments of ditch included in the petition for partial abandonment.

Segment 1: Lateral No. 1 State Ditch 86

Description: From the southwest corner of Section 3, Township 48 North, Range 24 West at it's intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 3, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.02% toward the main ditch (south). However, during the site visit on May 3, 2023, there was a very subtle flow of water north to FRC-B as described in Segment 4 and continuing on to the main ditch of County Ditch 4. **The flow of water in Lateral No. 1 likely changes from flowing both to the north and to the south, depending on local hydrologic conditions at the time.**

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the **original designed** watershed area of Lateral No. 1 of SD 86 is limited to portions of Section 3 and 4, Township 48 North, Range 24 West. With the exception of the southwest quarter of Section 4, which is publicly owned, these two sections of land are owned entirely by the petitioner. **However, when this lateral flows to the north as indicated above, the watershed is potentially expanded to include property located in Sections 7, 8, and 9. Abandonment of this lateral could therefore affect the drainage of lands in Sections 7, 8 and 9 at times when the ditch flows to the north.**

Segment 2: Lateral No. 2 State Ditch 86

Description: From the southwest corner of Section 4, Township 48 North, Range 24 West at it's intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 4, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.02% (south) toward the main ditch. The south half of this lateral has not been maintained as a ditch and is non-existent today. The north half of this lateral has been maintained and altered to flow to the north to a system of private ditches that connect to the main ditch of CD 4.

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the **original designed** watershed area of Lateral No. 2 of SD 86 is limited to portions of Section 4 and 5, Township 48 North, Range 24 West. The southwest quarter of Section 4 and the south half of Section 5 are publicly owned. All other land within Sections 4 and 5 are owned entirely by the petitioner. **With alterations to this lateral to cause it to flow to the north, the watershed area is still contained to portions of Section 4 and 5**

Segment 3: Lateral No. 3 State Ditch 86

Description: From the southwest corner of Section 5, Township 48 North, Range 24 West at it's intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 5, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.033% toward the main ditch (south). The south half of this lateral has not been maintained as a ditch and is non-existent today. The north half of this lateral has been maintained and altered to flow to the north to a system of private ditches that connect to the main ditch of CD 4.

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the **original designed** watershed area of Lateral No. 3 of SD 86 is limited to portions of Section 5 and 6, Township 48 North, Range 24 West. The south half of Section 5 and the south half of Section 6 are publicly owned. All other land within Sections 5 and 6 is owned entirely by the petitioner. **With alterations to this lateral to cause it to flow to the north, the watershed area is still contained to portions of Section 5 and 6.**

Segment 4. Designation unknown – Fire Relief Commission Ditch B

Description: From the west quarter corner of Section 34, Township 49 North, Range 24 West at it's intersection with the main ditch of County Ditch 4, then south 0.5 mile to the southwest quarter of Section 34, Township 49 North, Range 24 West.

Direction of Flow: The original gradient of this ditch is unknown since there are no records available for FRC-B. During a site visit on May 3, 2023, there was a very subtle flow of water north to the main ditch of CD 4.

Watershed Property Ownership: Due to the proximity of the main ditch of CD 4, the **original designed** watershed area of this ditch is limited to the south half of both Section 34 and 35, Township 49 North, Range 24 West, all of which is owned entirely by the petitioner. **However, this ditch also provides an outlet for the private ditch on the north side of Section 3 that likely, at times, provides a drainage outlet for the County Highway 62 road ditches. Abandoning this lateral would therefore potentially affect the ability of the private ditch on the north side of Section 3 to provide a drainage outlet for County Highway 62.**

John Welle
Digitally signed by John Welle
Date: 2023.07.05 10:51:54
-05'00'

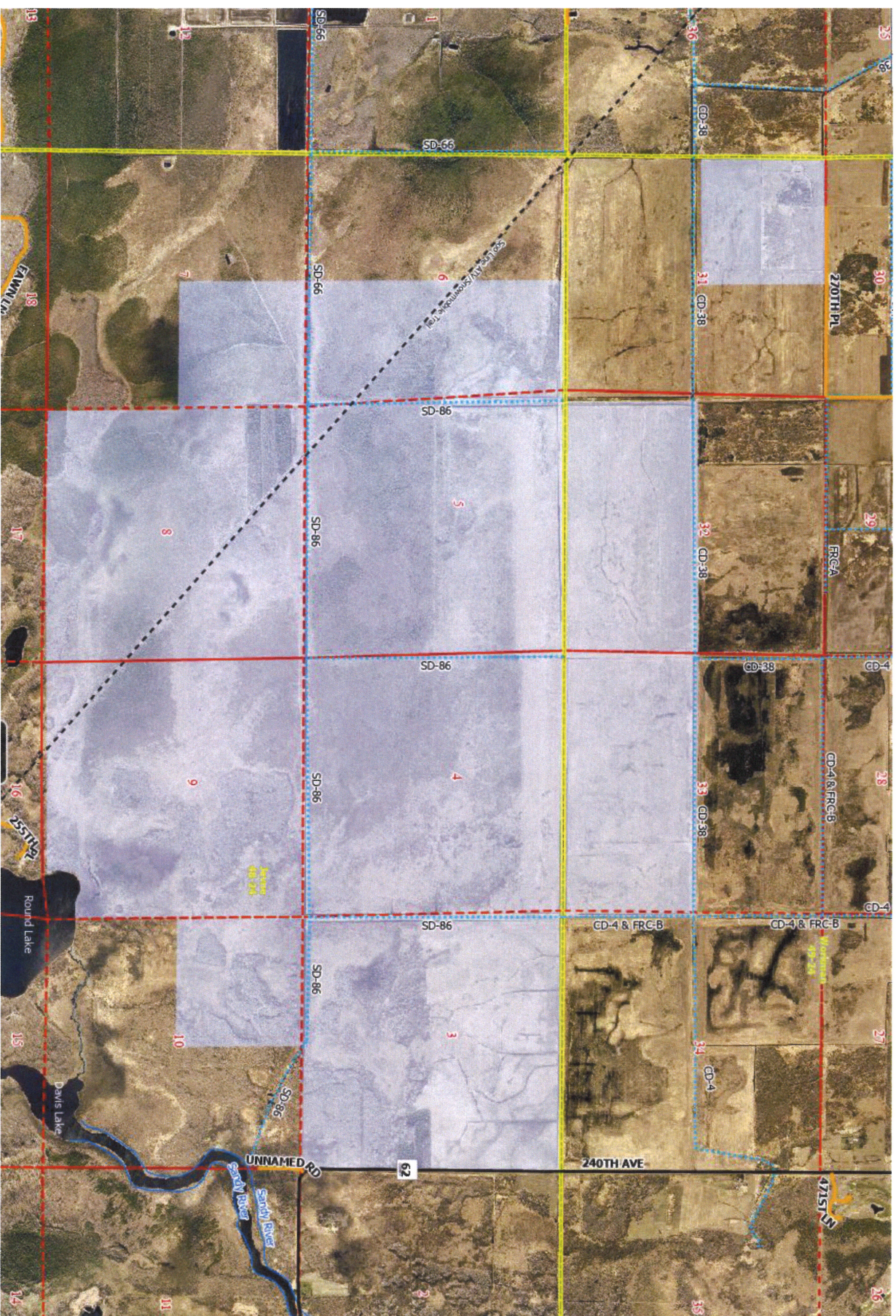
John Welle P.E.
Aitkin County Engineer

7-5-23
Date

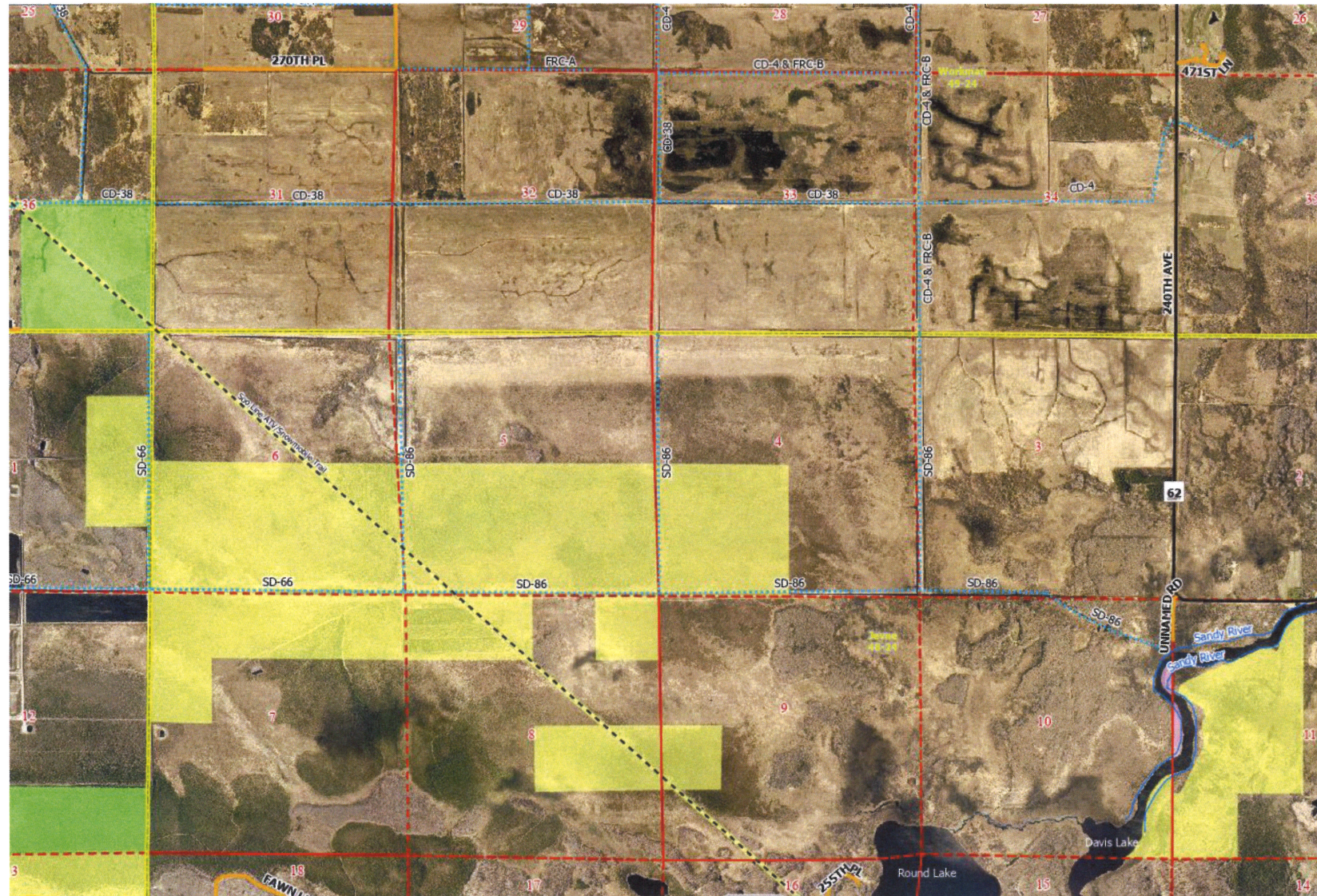
Original Ditch Map



State Ditch 86 Assessment Area



Public/Private Property Ownership
(public shown in green and yellow)





U. S. Steel Corporation
Minnesota Ore Operations
P.O. Box 417
Mt. Iron, MN 55768

December 29, 2022
Mr. Kirk Peysar
Aitkin County Auditor
Mr. John Welle
Aitkin County Engineer
307 2nd St NW, Room 121
Aitkin, MN 56431

RE: Petition for Partial Ditch Abandonment of a Drainage System within Sections 3, 4, 5, and 33 of Workman Township (T.49N.-R.24W.) Aitkin County, Minnesota

Dear Mr. Peysar and Mr. Welle,

United States Steel Corporation – Minnesota Ore Operations (U. S. Steel) is submitting this petition for ditch abandonment at the locations referenced above pursuant to Minnesota Statute 103E.806, "Partial Abandonment of a Drainage System." Per Minnesota Statutes 2010 103E.806, this petition is being filed with the Aitkin County Auditor.

This ditch abandonment request is a part of U. S. Steel's Palisade 4 wetland mitigation project site (P4 Site), through which, many miles of private and public ditches flow (Figure 1). The P4 Site encompasses approximately 2,050 acres owned by U. S. Steel. Northern portions of the ditches on the P4 Site generally flow west and north into County Ditch 38 (CD-38), which conveys water to the west (Figure 1). County Ditch CD-38 lies between the P4 Site and the Palisade Site (an existing wetland bank site) to the north and flows through the middle of Sections 32 and 33. Southwestern portions of the P4 Site generally drain to the south into Public Ditch SD-86 on the southern edge of Sections 3 and 4 that flows west. The proposed public ditch abandonments described below include segments of public ditches that benefit only U. S. Steel property. The plan to abandon private ditches includes provisions to maintain drainage from all adjacent private property.

Please review the ditch map (Figure 1) showing what U. S. Steel believes to be the original Ditch Authority's ditching system. The map also shows private ditches that have been altered, and re-piped resulting in the present-day conditions.

U. S. Steel is requesting permission to abandon the following ditch segments, which are further described in the attached supporting documents:

Section 33:

The segment of public ditch CD-4 and FRC-D along the east side of the SE quadrant

Section 3:

The segment of public ditch SD-86 along the west side of the section

Section 4:

The segment of public ditch SD-86 along the west side of the NW quadrant


Section 5:

The segment of public ditch SD-86 along the west side of the NW quadrant

Please note that County Ditch CD-38, which runs along the north edge of the south half of Sections 33 and 34, will remain open and functioning for neighboring properties to the north and east. Public ditch SD-86 adjacent to other private landowners along the south project boundary will also remain open and maintain drainage from their properties.

Should there be any questions about this submittal or if you require additional information, please contact me at (218) 778-8672 or via email at byjones@uss.com.

Sincerely,



Bethany Jones
Minnesota Ore Operations
United States Steel Corporation

CC: Bryan Yagle, U. S. Army Corps of Engineers
Colleen Sullivan, MN DNR
Chrissy Bartovich, U. S. Steel



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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-xxx

Partial Abandonment of State Ditch 86

WHEREAS, a petition from U.S. Steel Corporation dated December 29, 2022 was received by County Auditor Kirk Peysar requesting a partial abandonment of several segments of State Ditch 86 located in Sections 33 and 34, Township 49 North, Range 24 West and Sections 3, 4, 5, and 6, Township 48 North, Range 24 West, and

WHEREAS, a public hearing was held on July 11, 2023 to consider information provided in the Engineers Report dated July 5, 2023 and to gain public input regarding the proposed partial abandonment.

NOW, THEREFORE, based on evidence provided at the public hearing, the Aitkin County Board of Commissioners, acting as the Drainage Authority for State Ditch 86, make the following findings of fact:

1. That Lateral 1 of State Ditch 86 located approximately from the southwest corner of Section 3, Township 48 North, Range 24 West to the northwest corner of said Section 3 serves a substantial useful purpose as part of the drainage system.
2. That the portion of Fire Relief Commission Ditch located approximately from the northwest corner of said Section 3 to the east quarter corner of Section 34, Township 49 North, Range 24 West serves a substantial useful purpose.
3. That Lateral 2 of State Ditch 86 located approximately from the southwest corner of Section 4, Township 48 North, Range 24 West to the northwest corner of said Section 4 does not serve a substantial useful purpose as part of the drainage system
4. That Lateral 3 of State Ditch 86 located approximately from the southwest corner of Section 5, Township 48 North, Range 24 West to the northwest corner of said Section 5 does not serve a substantial useful purpose as part of the drainage system

NOW THEREFORE BE IT RESOLVED, that Lateral 2 of State Ditch 86 located approximately from the southwest corner of Section 4, Township 48 North, Range 24 West to the northwest corner of said Section 4 and Lateral 3 of State Ditch 86 located approximately from the southwest corner of Section 5, Township 48 North, Range 24 West to the northwest corner of said Section 5 are hereby abandoned.

BE IT FURTHER RESOLVED, that Lateral 1 of State Ditch 86 located approximately from the southwest corner of Section 3, Township 48 North, Range 24 West to the northwest corner of said Section 3 and that portion of Fire Relief Commission Ditch located approximately from the northwest corner of said Section 3 to the east quarter corner of Section 34, Township 49 North, Range 24 are not abandoned.

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

xxx MEMBERS PRESENT

All Members Voting xxx

**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 28th day of May 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of October 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: May 28, 2024

Title of Item: Public Hearing: Emergency Interim Zoning on New or Expanding Cannabis Use

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Andrew Carlstrom	Department: Environmental Services-Planning/Zoning
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 10 Minutes
Summary of Issue: A public hearing is scheduled for 10:30AM on Tuesday, May 28, 2024 for public comment on the proposed emergency interim zoning ordinance prohibiting the establishment of new uses or the expansion of existing uses related to sales, testing, manufacturing, and distribution of cannabis products. In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business Board of Commissioners, two readings shall be conducted prior to the adoption of the ordinance. The proposed interim ordinance was approved by the Aitkin County Planning Commission on May 20, 2024. Please see attached ordinance.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Hold public hearing	
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.

By Commissioner:

20240611-xxx

AITKIN COUNTY INTERIM ORDINANCE NO. 2024-01

AN EMERGENCY INTERIM ZONING ORDINANCE PROHIBITING THE ESTABLISHMENT OF NEW USES OR THE EXPANSION OF EXISTING USES RELATED TO SALES, TESTING, MANUFACTURING AND DISTRIBUTION OF CANNABIS PRODUCTS

WHEREAS, the Aitkin County Board of Commissioners finds the consideration of an Interim Ordinance on Cannabis-related land use necessary for the immediate preservation of the public peace, health, morals, safety, and welfare because of the inherent risk of injury to persons related to the enactment of 2023 Session Laws, Chapter 63, (House File 100), allowing for the use and possession of Cannabis and other products containing THC ("Cannabis Products"); and

WHEREAS, the Aitkin County Zoning Ordinance does not contain standards for the regulation of the Cannabis industry and the Aitkin County Board of Commissioners has reviewed the recent Minnesota Statutes with respect to Cannabis industry regulations for the necessary protection of public health, safety, and general welfare; and

WHEREAS, pursuant to Minnesota Statute 394.34, the Aitkin County Board of Commissioners deems it necessary to adopt an Interim Ordinance placing a moratorium on the location, establishment, and finalization of new and pending Cannabis industry locations and uses until January 1, 2025 to permit the planning process to take place and allow County staff, the Planning Commission and the County Board sufficient time to proceed in an orderly fashion to make any necessary changes, modifications and updates to the County's Official Controls; and

WHEREAS, due to the effective date of the new legislation, the lack of adequate time to evaluate the situation, enact appropriate controls, and the potential negative impacts on the health, safety, and welfare of its residents, an emergency situation that justifies a temporary Interim Ordinance exists; and

WHEREAS, the Aitkin County Board of Commissioners finds:

1. A temporary emergency zoning ordinance instituting a moratorium prohibiting new or pending Cannabis industry locations and uses is necessary in order to hold discussions and hearings to determine whether a longer-term zoning ordinance shall be adopted and implemented, to protect the public health, safety, and general welfare of the residents of Aitkin County.
2. An emergency exists because based on the recent Minnesota Statutory law changes, as well as from the comments received from the community, the townships, and the cities, the Aitkin County Zoning Ordinance does not afford the protection needed in order to ensure that the residents of Aitkin County are not adversely affected.
3. It is in the interests of public health, safety, and general welfare to impose a temporary moratorium until a public hearing can be noticed and a permanent ordinance can be published pursuant to Minnesota Statute 375.51.

NOW, THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners hereby ordain:

Section 1. Study.

The County Board hereby authorizes and directs County staff to conduct a study of the issues relating to the sales, testing, manufacturing, and distribution of Cannabis products.

Staff shall make a recommendation to the County Board about whether the County should amend its zoning, business-licensing, or other Ordinance provisions related to these types of uses to better protect County residents.

Section 2. Moratorium.

A. No business, person or entity may establish a new use or expand an existing use that includes or involves the sale, testing, manufacturing, or distribution of Cannabis products during the term of this Ordinance.

B. During the term of this Ordinance, County staff shall not issue any license or permit, nor will it accept or process any applications for uses related to the sale, testing, manufacturing, or distribution of Cannabis products.

Section 3. Enforcement.

In addition to any criminal penalties allowed by the law, the County may enforce this Interim Ordinance by injunction or any other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also considered a violation of the Aitkin County Zoning Ordinance and shall be subject to the County enforcement pursuant to provisions set forth in Section 13 of the Aitkin County Zoning Ordinance.

Section 4. Severability

Every section, subsection, provision, or part of this Ordinance is declared severable from every other section, subsection, provision, or part of this Interim Ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgement shall not invalidate any other section, subsection, provision, or part.

Section 5. Effective Date; Duration.

A. Pursuant to Minnesota Statutes Section 375.51, this emergency ordinance shall become effective immediately upon its approval by the Board; however, no prosecution based on the provisions of this Ordinance shall occur until the Ordinance has been filed with the County Auditor, unless the person charged with the violation had actual notice of the passage of the Ordinance prior to the act or omission complained of.

B. Unless earlier repealed by the County Board, this Ordinance shall be effective until the later of the following dates as allowed pursuant to the powers granted by 2023 Session Laws, Chapter 63, Article 1, Section 13, or Minnesota Statutes Section 324.13, this Ordinance shall be effective through January 1, 2025.

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 11th day of June 2024 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of June 2024

**Jessica Seibert
County Administrator**

Aitkin County Environmental Services Planning and Zoning
307 Second Street NW
Room 219
Aitkin, MN 56431
Phone: 218-927-7342
Fax: 218-927-4372



MEMORANDUM TO AITKIN COUNTY BOARD OF COMMISSIONERS

DATE: May 28, 2024

FROM: Andrew Carlstrom, Environmental Services Director – Planning & Zoning Administrator

RE: Aitkin County Interim Ordinance No. 2024-01: Emergency interim zoning ordinance prohibiting the establishment of new uses or the expansion of existing uses related to the sales, testing, manufacturing, and distribution of cannabis products.

During Minnesota Session Law 2023, Chapter 63 (Adult Cannabis Use) was passed by state legislators. On August 1, 2023, adult use, possession, and personal growing of cannabis was officially legal. On September 26, 2023 Aitkin County passed their first ordinance, “Regulating the use of cannabis and cannabis derived products in public places”. On January 1, 2025, the MN Office of Cannabis Management will begin licensing retail, agricultural, and manufacturing businesses. Currently, the State of Minnesota has offered no State Model Ordinance, nor offered much guidance to Minnesota counties on how to proceed regulating this new industry through land use official controls. Several counties across Minnesota have enacted emergency interim zoning ordinances (or moratoriums) on any expansion of cannabis uses, in order to allow more planning, discussion, and drafting of official controls.

On April 9, 2024, the Ordinance Review Committee met to review the above said emergency interim ordinance and recommended it be forwarded to the Planning Commission. On May 20, 2024, the Aitkin County Planning Commission unanimously approved the proposed emergency interim ordinance. The public hearing or first reading is today, May 28, 2024, and a second and final reading on June 11, 2024.

If you have any questions, please feel free to contact me at 218-927-7342 or by email at andrew.carlstrom@co.aitkin.mn.us.

AFFIDAVIT OF PUBLICATION

STATE OF MINNESOTA) ss
COUNTY OF Aitkin

Rhonda Herberg being duly sworn on an oath, states or affirms that he/she is the Publisher's Designated Agent of the newspaper(s) known as:

Aitkin Independent Age

with the known office of issue being located in the county of:

Aitkin

with additional circulation in the counties of:
Aitkin

and has full knowledge of the facts stated below:

- (A) The newspaper has complied with all of the requirements constituting qualification as a qualified newspaper as provided by Minn. Stat. §331A.02.
- (B) This Public Notice was printed and published in said newspaper(s) once each week, for 1 successive week(s); the first insertion being on 04/24/2024 and the last insertion being on 04/24/2024.

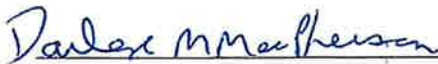
MORTGAGE FORECLOSURE NOTICES

Pursuant to Minnesota Stat. §580.033 relating to the publication of mortgage foreclosure notices: The newspaper complies with the conditions described in §580.033, subd. 1, clause (1) or (2). If the newspaper's known office of issue is located in a county adjoining the county where the mortgaged premises or some part of the mortgaged premises described in the notice are located, a substantial portion of the newspaper's circulation is in the latter county.

By


Designated Agent

Subscribed and sworn to or affirmed before me on 04/24/2024 by Rhonda Herberg.



Notary Public



Rate Information:

(1) Lowest classified rate paid by commercial users for comparable space:

\$999.99 per column inch

Ad ID 1388052

AITKIN COUNTY NOTICE OF HEARING

The Aitkin County Planning Commission will hold a public hearing on the adoption of an emergency interim zoning ordinance prohibiting the establishment of new uses or the expansion of existing uses related to sales, testing, manufacturing and distribution of cannabis products. The hearing will be conducted on May 20, 2024 at 4:00pm in the Aitkin County Board Room at the Government Center, 307 2nd Street NW, Aitkin, MN 56431. The Planning Commission will make a recommendation on the proposed interim ordinance to the County Board, with the proposed first reading to be held at the regularly scheduled meetings of May 28, 2024 and on June 11, 2024.

The proposed Interim ordinance includes: 1. A temporary emergency zoning ordinance instituting a moratorium prohibiting new or pending cannabis industry locations until January 1, 2025 and in order to hold discussions and hearings to determine whether a longer-term zoning ordinance shall be adopted and implemented to protect the public health, safety, and general welfare of the residents of Aitkin County. 2. An emergency exists because based on the recent Minnesota Statutory law changes as well as from the comments received from the community, the townships, and the cities, the Aitkin County Zoning Ordinance does not afford the protection needed in order to ensure that the residents of Aitkin County are not adversely affected. 3. It is in the interests of public health, safety, and general welfare to impose a temporary moratorium until a public hearing can be noticed and a permanent ordinance can be published pursuant to Minnesota Statute 375.51.

A full text version is available for public review at the Aitkin County Planning and Zoning Office and the Aitkin County Auditor's Office in the Aitkin County Government Center during regular business hours. Comments can be submitted in writing to the Aitkin County Planning and Zoning Office: 307 2nd St NW, Rm 219, Aitkin, MN 56431, by facsimile (218) 927-4372, or by e-mail to aitkinpz@co.aitkin.mn.us before 4:00pm on May 20, 2024. Please include a full name and complete mailing address with all correspondences.

Published in the
Aitkin Independent Age
April 24, 2024
1388052



Board of County Commissioners Agenda Request

4B

Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: First Reading - Emergency Interim Zoning on New or Expanding Cannabis Uses/

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Andrew Carlstrom	Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 10 Minutes
Summary of Issue: <p>The Ordinance Review Committee met on April 9, 2024 to review and discuss a proposed "Emergency Interim Zoning Ordinance prohibiting the establishment of new uses or the expansion of existing uses related to sales, testing, manufacturing, and distribution of cannabis products. The Aitkin County Planning Commission met on May 20, 2024 and approved the proposed ordinance, forwarding it to you the County Board for a first reading today, and a second reading and decision to be made on June 11, 2024.</p> <p>In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business Board of Commissioners, two readings shall be conducted prior to the adoption of the amendment.</p>	
Alternatives, Options, Effects on Others/Comments: Discussion Only	
Recommended Action/Motion: Discussion Only	
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>	

By Commissioner:

20240611-xxx

AITKIN COUNTY INTERIM ORDINANCE NO. 2024-01

**AN EMERGENCY INTERIM ZONING ORDINANCE PROHIBITING THE ESTABLISHMENT OF NEW USES
OR THE EXPANSION OF EXISTING USES RELATED TO SALES, TESTING, MANUFACTURING AND
DISTRIBUTION OF CANNABIS PRODUCTS**

WHEREAS, the Aitkin County Board of Commissioners finds the consideration of an Interim Ordinance on Cannabis-related land use necessary for the immediate preservation of the public peace, health, morals, safety, and welfare because of the inherent risk of injury to persons related to the enactment of 2023 Session Laws, Chapter 63, (House File 100), allowing for the use and possession of Cannabis and other products containing THC ("Cannabis Products"); and

WHEREAS, the Aitkin County Zoning Ordinance does not contain standards for the regulation of the Cannabis industry and the Aitkin County Board of Commissioners has reviewed the recent Minnesota Statutes with respect to Cannabis industry regulations for the necessary protection of public health, safety, and general welfare; and

WHEREAS, pursuant to Minnesota Statute 394.34, the Aitkin County Board of Commissioners deems it necessary to adopt an Interim Ordinance placing a moratorium on the location, establishment, and finalization of new and pending Cannabis industry locations and uses until January 1, 2025 to permit the planning process to take place and allow County staff, the Planning Commission and the County Board sufficient time to proceed in an orderly fashion to make any necessary changes, modifications and updates to the County's Official Controls; and

WHEREAS, due to the effective date of the new legislation, the lack of adequate time to evaluate the situation, enact appropriate controls, and the potential negative impacts on the health, safety, and welfare of its residents, an emergency situation that justifies a temporary Interim Ordinance exists; and

WHEREAS, the Aitkin County Board of Commissioners finds:

1. A temporary emergency zoning ordinance instituting a moratorium prohibiting new or pending Cannabis industry locations and uses is necessary in order to hold discussions and hearings to determine whether a longer-term zoning ordinance shall be adopted and implemented, to protect the public health, safety, and general welfare of the residents of Aitkin County.
2. An emergency exists because based on the recent Minnesota Statutory law changes, as well as from the comments received from the community, the townships, and the cities, the Aitkin County Zoning Ordinance does not afford the protection needed in order to ensure that the residents of Aitkin County are not adversely affected.
3. It is in the interests of public health, safety, and general welfare to impose a temporary moratorium until a public hearing can be noticed and a permanent ordinance can be published pursuant to Minnesota Statute 375.51.

NOW, THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners hereby ordain:

Section 1. Study.

The County Board hereby authorizes and directs County staff to conduct a study of the issues relating to the sales, testing, manufacturing, and distribution of Cannabis products.

Staff shall make a recommendation to the County Board about whether the County should amend its zoning, business-licensing, or other Ordinance provisions related to these types of uses to better protect County residents.

Section 2. Moratorium.

A. No business, person or entity may establish a new use or expand an existing use that includes or involves the sale, testing, manufacturing, or distribution of Cannabis products during the term of this Ordinance.

B. During the term of this Ordinance, County staff shall not issue any license or permit, nor will it accept or process any applications for uses related to the sale, testing, manufacturing, or distribution of Cannabis products.

Section 3. Enforcement.

In addition to any criminal penalties allowed by the law, the County may enforce this Interim Ordinance by injunction or any other appropriate civil remedy in any court of competent jurisdiction. A violation of this Ordinance is also considered a violation of the Aitkin County Zoning Ordinance and shall be subject to the County enforcement pursuant to provisions set forth in Section 13 of the Aitkin County Zoning Ordinance.

Section 4. Severability

Every section, subsection, provision, or part of this Ordinance is declared severable from every other section, subsection, provision, or part of this Interim Ordinance is adjudged to be invalid by a court of competent jurisdiction, such judgement shall not invalidate any other section, subsection, provision, or part.

Section 5. Effective Date; Duration.

A. Pursuant to Minnesota Statutes Section 375.51, this emergency ordinance shall become effective immediately upon its approval by the Board; however, no prosecution based on the provisions of this Ordinance shall occur until the Ordinance has been filed with the County Auditor, unless the person charged with the violation had actual notice of the passage of the Ordinance prior to the act or omission complained of.

B. Unless earlier repealed by the County Board, this Ordinance shall be effective until the later of the following dates as allowed pursuant to the powers granted by 2023 Session Laws, Chapter 63, Article 1, Section 13, or Minnesota Statutes Section 324.13, this Ordinance shall be effective through January 1, 2025.

xxx MEMBERS PRESENT

All Members Voting xxx

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 11th day of June 2024 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of June 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Consider Health & Human Services/MLEC Facilities Options

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input checked="checked" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Jessica Seibert	Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 20 Min.
Summary of Issue: Staff is requesting general Board direction to move forward with facilities planning options related to Health and Human Services/county-wide long-term capital improvements and consideration of a potential purchase offer for the current Mille Lacs Energy building. To date, discussion has been held at multiple Facilities Committee meetings and Committees of the Whole. The Budget Committee recently discussed options on May 23rd. Attached is a cost/benefit analysis, expense/revenue worksheet, and current fund balance worksheet for discussion.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Provide general Board direction on next steps in the facilities planning decision-making process.	
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.

HHS REMODEL**MLEC PURCHASE/REMODEL**

(Excludes cold storage, B&W storage, wash bay, climate controlled storage, Land Dept. storage, and future maintenance items as outlined on Cost/Benefit Analysis)

EXPENSES**Capital Expenses**

Building Purchase (TBD)	\$	-	\$	1,500,000
Remodel Office Space	\$	4,635,000	\$	4,069,000
Garage Mechanical	\$	-	\$	636,000
Remodel Land Dept. Office Space	\$	-	\$	636,120
HHS Furniture	\$	700,000	\$	700,000
Land Dept. Furniture			\$	85,000
Fiber Line			\$	120,000
Mechanical				
(necessary if current bldg. is rented out)			\$	1,450,000
Elevator				
(necessary if current bldg. is rented out)			\$	250,000
Remodel for renters (if needed)				???
TOTAL CAPITAL EXPENSES:	\$	5,335,000	\$	9,446,120

On-Going Levy Expenses

Add'l Maintenance Staff				
(necessary if current bldg. is rented out)	\$	-	\$	60,000
Snow Removal			\$	12,000
Utilities				???
	\$	-	\$	72,000

REVENUES

State Bonding	\$	2,000,000	\$	2,000,000
HHS Bonding Match	\$	2,000,000	\$	2,000,000
Land Dept. Bldg. Sale (TBD)	\$	-	\$	150,000
General Fund - Fund Balance	\$	1,335,000	\$	5,296,120
Potential Rental Income (HHS Bldg.)				???
TOTAL REVENUES:	\$	5,335,000	\$	9,446,120

Cost Benefit Analysis

Project	Project Manager	Date
Purchase MLEC Remodel HHS	Jim Bright	5/7/2024

Costs		
Direct Costs	MLEC Purchase	HHS Remodel
Purchase MLEC	\$ 1,500,000	\$ -
Remodel Office Space	\$ 4,069,000	\$ 4,635,000
Garage Mechanical	\$ 636,000	\$ -
Remodel Land Dept Space	\$ 636,120	\$ -
Mechanical/Elevator	\$ 1,700,000	
Cold Storage - new build 18,000 Sq Ft @ \$140		\$ 2,520,000
Cold Storage - Boat & Water (503,980 from FEMA/Insurance)=NET	\$ 228,620	\$ 228,620
Wash Bay/Climate Controlled Space, 2,900 Sq Ft @ \$225		\$ 652,500
Land Department Remodel-Heated Space		\$ 650,000
Land Department-Cold Storage, 5,000 Sq Ft @ \$140		\$ 700,000
Total	\$ 8,769,740	\$ 9,386,120

Other Costs	MLEC Purchase	HHS Remodel
Office Furniture -	\$ 700,000	\$ 700,000
Land Dept Furniture	\$ 85,000	\$ -
Fiber Line - HHS Communication w/Government Center	\$ 120,000	\$ -
Total	\$ 905,000	\$ 700,000

Future Maintenance Costs	MLEC Purchase	HHS Remodel
Windows, Roofing, Tuck Pointing	\$ 767,400	\$ -
HHS Future Maintenance - 1st Street Location	\$ -	\$ 150,000
Land Dept Future Maintenance - MN Avenue Location	\$ -	\$ 160,000
Snow Removal	\$ 12,000	\$ -
Full Time Maintenance Person- (necessary if current bldg. rented out)	\$ 60,000	\$ -
Total	\$ 839,400	\$ 310,000

Overall Costs	\$ 10,514,140	\$ 10,396,120
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Benefits		
Direct Benefits	MLEC Purchase	HHS Remodel
Sale of Land Department-Current Location, MN Avenue	\$ 150,000	\$ -
Total Direct Benefits	\$ 150,000	\$ -
Indirect Benefits	MLEC Purchase	HHS Remodel
Cold Storage Available-10,800 Sq Ft @ \$140 (Insurance replacement cost)	\$ 1,512,000	\$ -
Heated Storage Available-8,000 Sq Ft @ \$225 (Insurance replacement cost)	\$ 1,800,000	\$ -
Heated Storage Available-9,400 Sq Ft @ \$225 (Insurance replacement cost)	\$ 2,115,000	\$ -
Wash Bay	\$ 292,500	\$ -
Climate Controlled File Storage (HHS Basement)	\$ 360,000	\$ -
Rental of Current HHS Building	???	
Total Indirect Benefits	\$ 6,079,500	\$ -
NET Costs (with benefits added)	\$ 4,284,640	\$ 10,396,120

*State Bonding locks location for 30 Years.
HHS Remodel limits room for future expansion of HHS and Jail.
Purchase of MLEC Building leaves current HHS Building open and ready for other needs.

FUND BALANCES

BALANCE
12/31/2022

	Unassigned Funds:	Amounts that are available for any purpose.
	Committed/Assigned Funds:	Amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Also includes amounts a government intends to use for a specific purpose.
	Restricted Funds:	Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

GENERAL FUND
(Excludes non-spendables)

1 15,220,902

Restricted Funds	
Debt Service	(71,342.00)
Recorder's Tech.	(360,822.00)
Prosecutorial	(5,000.00)
Enhanced 911	(220,058.00)
Law Enforcement	(5,000.00)
Permit to Carry	(206,141.00)
Conservation	(144,481.00)
Loans Receivable	(72,905.00)
Solid Waste	(353,121.00)
Recorder's Equip.	(441,348.00)

Total Restricted Funds:	(1,880,218.00)
Adjusted Balance	13,340,684.00
Minus Total Committed Funds	(1,078,419.00)

Final Adjusted Balance 12,262,265.00

2023 Planned Fund Balance Use (645,573.00)

2023 Operations = \$ 17,735,133.00

	40%	50%
\$	7,094,053.20	8,867,566.50

Remaining If Planned Uses Occur

3,394,698.50 OVER 2,749,125.50 Over
Using 50%

5,168,211.80 OVER 4,522,638.80 Over
Using 40%

ROAD & BRIDGE

3 3,069,961

Inventories	(468,993.00)
Receipts rec'd in 2023 for 2022 expenses	1,410,323.00
Adjusted Balance	4,011,291.00

2023 Operations = \$ 5,925,982.00

40% + \$500,000 50% + \$500,000

\$	2,870,392.80	3,462,991.00
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548,300.00 OVER 468,300.00 Under
Using 50% + \$500,000

2023 Use of Fund Balance (80,000.00)
Final Adjusted Balance 3,931,291.00

1,140,898.20 OVER 1,060,898.20 Over
Using 40% + \$500,000

HEALTH & HUMAN SERVICES
(Excludes non-spendables)

5 6,500,318

Prepaid Items	(4,586.00)
Committed for Building Account	(2,000,000.00)

2023 Operations = \$ 7,435,606.00

Adjusted Balance 4,495,732.00

	40%	50%
\$	2,974,242.40	3,717,803.00

777,929.00 OVER 553,242.00 Over
Using 50%

2023 Planned Fund Balance Use (224,687.00)

1,521,489.60 OVER 1,296,802.60 Over
Using 40%



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Approve General Operations Policy Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 3 Min.
Summary of Issue: Several changes have been made to the current Meal Reimbursement section of the General Operations Policy based on feedback from payroll and accounting staff. Feedback from department heads has also been incorporated. Changes are noted in red on the attached policy. Section 3(k) of the General Operations Policy has been developed to address Data Security Breach Protocols.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve General Operations Policy Updates.		
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.

P. Meal Reimbursement

1. Purpose: ~~To~~^{he} define the meal reimbursement procedures for County employees, elected officials, and authorized representatives for expenses incurred while conducting business on behalf of Aitkin County as required by the County.

2. Aitkin County will provide reimbursements for meal expenses when such expenses are necessarily incurred while conducting County business. The Department Head or Supervisor must approve all requests prior to incurring reimbursable expense.

a) The Department Head or Supervisor must approve requests by signing Day Meal or Overnight Vouchers as follows:

Day Meals: Complete Day Meal Reimbursement Form and attach a detailed receipt showing items purchased (a receipt showing only the total is not sufficient) OR a detailed Declaration of Expenses Form.

Overnight Meals: Complete a Voucher and attach a detailed receipt showing items purchased (a receipt showing only the total is not sufficient).

3. The actual cost of meals, not to exceed \$57.00 per day, while traveling outside of the County will be reimbursed. The following daily amounts shall be followed:

Breakfast: \$13.00 Lunch: \$17.00 Dinner: \$27.00

4.3. Conditions

- a. Employees who meet the eligibility requirements for two (2) or more consecutive meals, shall be reimbursed for the actual cost of the meals up to combined maximum reimbursement amount.
- b. Reimbursements may be claimed by the individual if they depart from work location in an assigned travel status before 6:00 a.m. or if the individual is away from home overnight.
- c. Individuals may claim reimbursement if they are not within the County boundaries during the regular scheduled lunch period.

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- d. Reimbursement may be claimed by the individual if they are away from their normal work location in a travel status overnight or requirement to remain in a travel status until after 7 p.m.
- e. The Department Head must authorize meetings with a meal charge in excess of the approved meal allowance.
- f. When meals are part of a tuition or registration fee, no additional reimbursement request for such meals can be claimed.
- g. Expenses of alcoholic beverages are not reimbursable.
- h. Tips are not reimbursable. If a tip or auto gratuity service fee is automatically charged by the restaurant, it will be reimbursed up to 20% of the meal allowance.
- i. The reimbursement for meals, lodging, parking, and other related County expenses will occur only upon submittal of receipts. Pursuant to federal law, meal reimbursement without overnight lodging will be included as income tax withholding and FICA deduction. Reimbursement for out of state travel shall be made at the Federal CONUS rate at the time of travel.
- j. If meals are included as part of a conference, seminar fee, or airline ticket and or not separately identified, they are not taxable income.
- k. Day Meals cannot be charged to an Elan card.
- l. Each employee must pay for their own meal and submit a separate itemized receipt. More than one employee cannot be included on the same receipt.

Q. Conference/Seminar Request

1. Aitkin County employees must keep up to date with changes being made outside the county which affect the way county business is performed. It is also the intent of Aitkin County to encourage development of its staff to the fullest extent possible. Two areas that are used for this are "required" and "discretionary" training.

To be added to General Operations Policy -

Section 3. Information Systems and Technology

Item K. Data Security Breach Protocol

APPENDIX E

DATA SECURITY BREACH PROTOCOL

Part 1. Purpose.

This protocol is intended to assist Aitkin County in implementing the requirements of Minn. Stat. § 13.055 that is intended to provide timely and appropriate notice to individuals who are affected by a breach of the security of their private or confidential data. All employees must immediately report known or potential breaches of security to the responsible authority as identified in the Aitkin County Data Practices Policy and their supervisor. The County Attorney's Office in consultation with the affected department or office or Information Technology personnel as appropriate shall determine whether notice of the potential breach is required and if so how the notice will be provided. This protocol shall be integrated with the Aitkin County Information Systems and Technology section of the Aitkin County General Operations Policy of which is included and incorporated in the event a potential data breach or data breach involves electronic related data, resources or components.

Part 2. Definitions. Minn. Stat. 13.055, Subd. 1 (in part)

Subpart A. Potential Data Security Breach. A situation or incident that provides a reasonable basis to believe not public data may have been compromised or accessed for a purpose not authorized by law or by a person or entity not authorized by law to have access to such data.

Subpart B. Breach of the security of the data. Breach of the security of the data means the unauthorized acquisition of data maintained by the county in any medium that compromises the security and classification of the data, but not including the good faith acquisition by an employee, contractor or agent of the county if not provided to an unauthorized person.

Subpart C. Contact Information. Contact information means either name and mailing address or name and e-mail address for each individual who is the subject of data maintained by the county.

Subpart D. Unauthorized acquisition. Unauthorized acquisition means a person has obtained government data without the informed consent of the individuals who are the subjects of the data or lacks statutory or other legal authority and with the intent to use the data for non-governmental purposes.

Subpart E. Unauthorized person. Unauthorized person means any person who accesses government data without permission or without a work assignment that reasonably requires the person to have access to the data.

Part 3. Guidelines

Subpart A. Reporting a Potential Breach. Any employee who knows of or reasonably believes breach of the security of private or confidential data may have occurred must immediately report to his or her supervisor and the county's responsible authority. (R.A.)

The report should include the date and time of the report, when the breach occurred (if known); the type of data involved; the approximate number of affected individuals, if known, and other pertinent data. The attached form should be used for that purpose whenever reasonably possible.

Employees who in good faith report a potential or actual breach under these guidelines will not be subject to retaliation for making such a report.

Subpart B. Breach Affected Division Response Process. After a potential breach of data security has been reported the responsible authority will work with the affected department or office to take necessary steps to contain and control the integrity of the data handling systems impacted by the potential or reported breach and conduct a preliminary internal assessment of the scope of the potential breach. Applicable Information Technology (IT) staff and security procedures or other guidelines may be consulted as set forth in this policy.

If the potential breach is on a county computing system that contains or has network access to private or confidential data, the Responsible Authority shall consult with IT personnel and consider control measures that may include but are not necessarily limited to removing the computing system from the network.

- (a) **Determining Breach.** The Responsible Authority shall consult with the affected staff supervisor to determine whether a breach of security of data has occurred.
- (b) **Incidents.** Examples of the types of incidents that may result in a notice-triggering breach include, but are not limited to:
 - i. Evidence of unauthorized access into a computer system containing private/confidential data;
 - ii. Missing documents or papers or stolen or missing laptop, desktop, storage device or other types of information technology resource containing files with private/confidential data;
 - iii. Documents containing private/confidential data sent in any form to a wrong recipient;
 - iv. IT Systems containing private/confidential data that has been compromised; or
 - v. Employee misuse of authorized access to or disclose of private or confidential data.

- (c) **Acquisitions.** Minn. Stat. Sect. 13.055, subd. 2 requires government entities to notify individuals if their private or confidential data has been or is reasonably believed to have been acquired by an unauthorized person. In making that determination the following factors among others may be considered:
- i. Indications the data is in the physical possession and control of an unauthorized person such as a lost or stolen computer or other device or documents containing unprotected private or confidential data.
 - ii. Indications the data has been downloaded or otherwise acquired.
 - iii. Indications the data was used by an unauthorized person such as a fraudulent account opened or an instance of identity theft reported;
 - iv. The encryption protection of the data, if any;
 - v. Duration of exposure;
 - vi. The extent to which the compromise of electronic data indicates a directed attack such as a pattern showing the device itself was specifically targeted; or
 - vii. Indications the attack was intended to seek and collect private or confidential data.
1. **Timing of Notification.** If a breach has been determined in most instances the affected department or office has primary responsibility to notify affected individuals and may be assisted by the Responsible Authority. Notice is to occur without unreasonable delay. Notice may be delayed due to a) the legitimate needs of a law enforcement agency; or b) any measures necessary to determine the scope of the breach and restore the reasonable security of the data.

Immediate notification may be appropriate in the event of a breach that could have immediate deleterious impact on individuals whose data may have been acquired by an unauthorized person.

2. **Contacting Law Enforcement.** The Responsible Authority or designee(s) shall contact law enforcement agencies if the breach of security is believed to involve illegal activities. Data may be shared with law enforcement consistent with applicable data practice laws. If law enforcement is contacted it should be informed of the County's practice to provide notice to affected individuals. If law enforcement advises such notice would impede an active criminal investigation notice may be delayed. Delayed notice should be sent out as soon as law enforcement advises it would no longer impede the criminal investigation.
3. **Whom to Notify.** The Responsible Authority in consultation with other appropriate county personnel, including but not limited to the affected department or office, shall determine the scope of the notice. Notice of a breach must be provided to any individual whose private or confidential data has been or is reasonably believed to have been acquired by an unauthorized person. If specific individuals cannot be identified notice should be sent to groups of individuals likely to have been affected such as all whose data is stored in the database of files involved in the breach. Measures should be taken to prevent notice lists from being over-inclusive. If questions arise regarding the scope of the notice required, the County Attorneys' Office may be contacted for guidance.

Subpart C. Notice.

1. **Content.** The Responsible Authority or designee shall consult with the affected department or office on the wording of a notice. IT personnel may also be consulted where appropriate. Notices shall generally be sent separate from other documents. The notice should use clear and plain language.

The following should generally be included in the notice:

- (a) A general description of what happened and when to the extent known.
 - (b) The nature of the individual's private or confidential data that was involved, but not listing the specific private/confidential data.
 - (c) Information about what the county has done to protect the individual's private/confidential data from further disclosure.
 - (d) Institution assistance such as website information or telephone number for further information about the incident.
 - (e) Information such as websites about what individuals can do to protect themselves against identity theft including contact information for nationwide credit reporting agencies.
2. **Method of Notification.** The Responsible Authority in consultation with the affected division shall determine the appropriate method of notice as follows.
 - (a) **Written notice** by first class mail to each affected individual; or
 - (b) **Electronic notice** to each affected individual if communication normally occurs in that medium and the procedure is otherwise consistent with the provisions regarding electronic records and signatures contained in 15 U.S.C. 7001.
 - (c) **Substitute notice** may be provided if the cost of providing the written notice required to each affected individual would exceed \$250,000 or the affected class of individuals to be notified exceeds 500,000 or the county does not have sufficient contact information to notify affected individuals. Substitute notice consists of all the following:
 - (i) **E-mail notice** if the county has an e-mail address for the affected individuals;
 - (ii) **Conspicuous posting** of the notice on the county website for a minimum of 45 days and
 - (iii) **Notification to major media** outlets that reach the general public.

Subpart D. Coordination with Credit Reporting Agencies. Credit reporting agencies assist individuals in responding to a notice of a security breach. Such agencies should be notified in advance of sending notice of security breach incidents that may significantly increase calls to agencies for assistance.

If notice is required to be given to 1,000 or more individuals at one time the county shall notify without unreasonable delay all consumer reporting agencies that compile and maintain files on consumers on a nationwide basis as defined in 15 U.S.C. 1681a, of the timing, distribution and content of the notice to be sent. Such contacts shall include but not be limited to the following:

- Equifax:
U.S. Consumer Services
Equifax Information Services, LLC.
Phone: 1-800-525-6285
- Experian:
Experian Security Assistance
P.O. Box 72
Allen, TX 75013
1-888-397-3742
- TransUnion:
Phone: 1-800-680-7289

Subpart E. Documentation. The responsible authority or designee must complete a Breach of Security Incident Response Summary for each reported breach regardless of whether notice is given. The form should be completed beginning at the time of the initial report or as soon thereafter as reasonably practical.

Where appropriate all documentation related to the breach and investigation shall be labeled and maintained as not public pursuant to the applicable data privacy classification including but not limited to, "security data" as defined by Minn. Stat. 13.37, Subd. 1(a). The form shall be retained by the responsible authority in accordance with the applicable records retention policy.

Potential Not Public Data Breach Report

Name of Reporting Person(s): _____

Department or Office: _____

Division: _____

Email: _____

Telephone Number: _____

Date of Report: _____

Time of Report: _____

Date and Time of Discovery of Potential Breach: _____

To Extent Known Date and Time of Potential Breach: _____

Type of Data Involved: _____

Method of Breach to Extent Known or Suspected: _____

Number of Affected Persons: _____

Additional Comments: _____

Signature of Reporting Person

This report must be promptly completed and forwarded to the Aitkin County Attorney. It may be emailed to coatty@co.aitkin.mn.us. Please copy the IT Director at Chris.Sutch@co.aitkin.mn.us.

If you have any questions, please contact the Aitkin County Attorney's Office by emailing coatty@co.aitkin.mn.us or by calling 218-927-7347.



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="float: right;"><input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div>	
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: Administrator Updates.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i></div><div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div></div> <div style="display: flex; justify-content: space-between;"><div><i>What is the total cost, with tax and shipping? \$</i></div><div></div></div> <div style="display: flex; justify-content: space-between;"><div><i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: EDIAM IOwA Authorization

<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) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: flex-end;"><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div>		
Submitted by: Kathleen Ryan		Department: Auditor	
Presenter (Name and Title): Kathleen Ryan, CFO		Estimated Time Needed: 5 Minutes	
Summary of Issue: The Minnesota Department of Education (MDE) will be modernizing several of the County Auditor submissions through a new reporting portal called the County Auditor Reporting Data Submissions (CARDS). The CARDS project will produce a web-based automated data reporting tool that county auditors will use to deliver data to MDE for use by School Finance in a variety of reporting and calculation functions. In order to ensure authorized users are submitting data on behalf of the Counties, each County Auditor or designated staff will have to create an account within MDE's security system: Education Identity and Access Management (EDIAM). The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system.			
Alternatives, Options, Effects on Others/Comments:			
Recommended Action/Motion: Adopt the attached resolution and authorize Board Chair to sign the Education and Access Management Board Resolution form.			
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div style="display: flex; align-items: center;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div style="display: flex; align-items: center;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>			

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

ADOPTED May 28, 2024

By Commissioner: xxx

20240528-XXX

Education Identity and Access Management Board Resolution
Designating Identified Official with Authority (IOwA)

WHEREAS, The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local agency that uses the Education Identity and Access Management (EDIAM) system, and

WHEREAS, The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually, and

WHEREAS, The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties and will revoke that user's access when it is no longer needed to perform their job duties.

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners authorizes Kathleen Ryan, Chief Deputy Auditor (CFO) to serve as the IOwA for Aitkin County.

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

xxx MEMBERS PRESENT

All Members Voting xxx

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 28th day of May, 2024 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of May, 2024

Jessica Seibert
County Administrator

Instructions for Districts and Schools: Copy the form below onto your district or school letterhead, complete the information requested in the six spaces shown, then scan and email the completed form to:
useraccess.mde@state.mn.us.

Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: _____ Aitkin County _____

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): _____ 0001-91 _____

Superintendent or Exec. Director Name: _____ Jessica Seibert, County Administrator _____

Will act as the IOwA? _____ Yes ☒ No

If no, identify below the individual who will act as the IOwA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: _____ Kathleen Ryan _____

Title: _____ Chief Deputy Auditor _____

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: May 28, 2024

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 5 min.
Summary of Issue: <p>The Personnel Committee met on May 14, 2024, and unanimously recommends hiring a full-time Social Worker. (This Social Worker will be assigned to the adult services team in HHS. This position is not budgeted in 2024, however, is expected to generate enough revenue to pay for the position, plus an additional \$46k revenue. HHS Director Sarah Pratt indicates this new full time position is estimated to cost \$93,604. HCBS Waiver worker is able to bill the 1300 hours expected. HHS Fiscal Supervisor has calculated that hiring this position would bring in \$140,429.98 to the agency in billing which is revenue of \$46,825.98 above the cost of the employee to HHS.</p> <p>The Personnel Committee also recommends hiring a full-time Jail Nurse (RN). We presently have a full-time temporary Jail Nurse. The jail nurse position was 32 hours/week through ACH. Jail Administration recommends 40 hours/week for increased jail health needs, including mental health coordination activities. The jail nurse is a salaried position that also provides after-hour on-call services to the jail. Est \$96,344 including salary, benefits, PERA, Soc Sec, Medicare expenses.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to authorize hiring one full-time Social Worker and one full-time Jail Nurse.		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ Discussed above.</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p>		



Aitkin County Board of Commissioners Committee Reports Forms

8A

Agenda Item #

Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Age-Friendly Changemakers			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Westerlund
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Opioid Settlement Sub-committee	TBD	TBD	Sample
Aitkin County Water Planning Task Force	Bi-monthly	3rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly Sept. to May	1x a month, 3rd Wed.	Kearney, Alt. Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly (begin Feb.)	3rd Wednesday	Kearney, ALT. Leiviska
Arrowhead Regional Development Comm.	Quarterly	3rd Thursday	Kearney, ALT. Leiviska
ATV Committee	Monthly		Leiviska and Westerlund
Big Sandy Lake Management Plan	Monthly	2nd Wednesday	Sample Alt. Kearney
Brainerd 1 Watershed 1 Plan	Monthly	4th Tuesday	Wedel
Budget Committee	Monthly	1st Tuesday	Sample and Wedel
East Central Regional Library Board	Monthly	2nd Monday	Leiviska Alt. Sample
Economic Development	Monthly	4th Wednesday	Wedel and Sample
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Kearney and Sample
Extension	4x year	Monday	Kearney Alt. Westerlund
Facilities	As needed		Wedel and Kearney
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Kearney
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
NE MN Office Job Training	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board (ECB)	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Sample, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Leiviska and Wedel
Planning Commission	Monthly	3rd Monday	Kearney Alt. Westerlund
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River 1W1P Policy			Leiviska Alt. Sample
Sobriety Court	Bi-Monthly	3rd Thursday	Wedel
Solid Waste Advisory	As needed		Wedel and Sample
Toward Zero Deaths	Monthly	2nd Wednesday	Wedel
Tri-County Community Health Services	Bi-Monthly	2nd Thursday	Westerlund