ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: September 10, 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: **2551 605 9283** 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

9:00 a.m.

D) 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 give minutes but will take the information and finds 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 8 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-
August 27, 2024 - September 9, 2024

B) Approve County Board Minutes-
August 27, 2024

C) Approve Electronic Funds Transfers
EFT Report thru 09.02.24

D) Adopt Resolution-
Application to Make Retail Sales of Tobacco Products

E) Approve-
Affidavit for Duplicate of Lost Warrant

F) Adopt Resolution-
Sheriff's Office Donation - Deloris Goetzke

G) Adopt Resolution-
Temporary On Sale Liquor License - Jacobson Community Center 10.2024

H) Adopt Resolution-
Temporary On Sale Liquor License - Jacobson Community Center 11.2024

I) Approve Commissioner's Vouchers
Commissioner Warrants 08.30.24

J) Approve Auditor Vouchers-
Auditor Warrants - R&B Contract Payments and Taconite Payments

K) Approve Manual Warrants/Voids/Corrections-
ELAN 08.29.24

L) Approve Manual Warrants/Voids/Corrections-
Manual Warrants 08.29.24

M) Approve-
Aitkin Airport grant agreement

N) Approve Manual Warrants/Voids/Corrections-
Manual Warrants - NSF returned check, HHS

O) Approve-
H&HS August 27th Bills

P) Approve Manual Warrants/Voids/Corrections-
ELAN 08.15.24

Q) Adopt Resolution-
Certification of Unorganized Township Levies

R) Approve-
RFP for parking lot snow plowing

S) Adopt Resolution-
County Off Sale Liquor License - Petry's Bait Mille Lacs, Inc. dba Lake Liquors

9:05 a.m.

3) Kathleen Ryan – Chief Financial Officer
   A) 2023 Audit Review/Presentation

9:25 a.m.

4) Jessica Seibert – County Administrator
   A) East Central Regional Library Budget Presentation

9:45 a.m.

5) Jessica Seibert – County Administrator
   A) University of Minnesota Extension Budget Presentation

10:05 a.m.

6) Jessica Seibert – County Administrator
   A) Consider Mississippi Headwaters Letter of Support

10:25 a.m.

7) Mark Jeffers – Economic Development Coordinator
   A) Request Public Hearing - CDBG-CV Broadband Grant

10:35 a.m.

8) John Welle – County Engineer
   A) Adopt Resolution - CSAH 11 Speed Zone Study

10:45 a.m.

9) Dennis Thompson – Land Commissioner
   A) Set Public Hearing Date for Land Classification
   B) 2025 Proposed Land Department Budget

11:10 a.m.

10) Jessica Seibert – County Administrator
   A) 2025 Draft Capital Improvement Plan
   B) 2023/2024 Fund Balance Worksheet
   C) 2025 Commissioner Salaries
   D) 2025 Preliminary Budget Presentation
   E) 2025 Draft Aitkin County Legislative Priorities
   F) Administrator Updates

12:05 p.m.

11) Board of Commissioners
   A) Commissioner Committee Reports

ADJOURN

2B

AITKIN COUNTY BOARD OF COMMISSIONERS

August 27, 2024	9:00 a.m.	Government Center Board Room

Regular Session Minutes

1.A **CALL TO ORDER**

Vice Chair Sample called the meeting to order at 9:00 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Arrived Late
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
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 Michael Kearney
SECONDER:	Commissioner Laurie Westerlund
	Commissioner J. Mark Wedel was not present.
	Roll Call Vote, all voted Aye

Commissioner Wedel arrived at 9:02 a.m. via Webex

1.D **Health & Human Services (see separate HHS Agenda)**

1.E **Citizens Public Comment by:**

Brian Hauge, Sherburne County, addressed new campground concerns
Brian Avery, Aitkin County resident, addressed new campground concerns
Kay Despard, Aitkin County resident, addressed new campground concerns
Dale Despard, Aitkin County resident, addressed new campground concerns
Regina Fisher, cabin owner in Aitkin County, addressed new campground concerns

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner J. Mark Wedel
SECONDER:	Commissioner Michael Kearney
	Roll Call Vote, all voted Aye

A) Correspondence File-

August 13, 2024 - August 26, 2024

B) Approve County Board Minutes-

August 13, 2024

C) Approve Electronic Funds Transfers

Total	$1,546,915.04

D) Approve Auditor Vouchers-

Auditor Warrants - R&B 08.09.24

R&B	$355,908.48					**Total**	$355,908.48

E) Approve Manual Warrants/Voids/Corrections-

Manual Warrants - MN Care Tax

HHS	$110.19					**Total**	$110.19

F) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.09.24

General	$1,267.67	State	$65,780.30	LLCC	$456.85	Parks	$100.00
						Total	$67,604.82

G) Approve-

General Operations Policy update

H) Approve Commissioner's Vouchers

Commissioner Warrants 08.16.24

General	$115,884.22	Reserves	$11,598.31	R&B	$86,634.22	Unorgan.	$9,777.09
HHS	$87,902.62	State	$840.00	Trust	$9,716.67	Forest	$26,716.14
Taxes	$456.56	Collabor.	$36,632.00	LLCC	$22,969.14	Parks	$31,142.46
COVID	$13,080.00					**Total**	$453,349.43

I) Approve Auditor Vouchers-

Auditor Warrants - ACSO 08.16.24

General	$96,420.00	Reserves	$48,210.00			**Total**	$144,630.00

J) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.15.24

General	$617.95	Parks	$20.00			**Total**	$637.95

K) Approve Manual Warrants/Voids/Corrections-

ELAN 08.01.24

General	$4,832.98	Reserves	$107.15	Parks	$34.99	HHS	$2,288.06
HHS	$656.25					**Total**	$7,919.43

L) Approve-

Affidavit for Duplicate of Lost Warrant

M) Adopt Resolution-

William Kramber application to repurchase tax-forfeited property

N) Approve-

County Engineer Vehicle Agreement

O) Adopt Resolution-

Final Contract Payment #20233

Regular Agenda

3A Dennis Thompson – Land Commissioner

Motion to:

Approve Revise Policy on Timber Sale Extensions

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska
	Roll Call Vote, all voted Aye

4A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Business Development & Recreation Grant documents

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska
	Roll Call Vote, all voted Aye

5A Andrew Carlstrom – Environmental Services Director

Motion to:

Adopt Resolution - Parcel 07-0-066907 Zoning Authority

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner J. Mark Wedel
	Roll Call Vote, all voted Aye

6A John Welle – County Engineer

Informational Only

2025 Budget Presentation

RESULT:	**INFORMATIONAL ONLY**
MOVER:	
SECONDER:	

7A Carli Goble - Health & Human Services Fiscal Supervisor

Informational Only

2025 H&HS Budget Presentation

RESULT:	**INFORMATIONAL ONLY**
MOVER:	
SECONDER:	

8A Jessica Seibert – County Administrator

Motion to:

Approve Use of Fiscal Recovery Funds

RESULT:	**APPROVED (5 TO 0)**
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska
	Roll Call Vote, all voted Aye

8B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Ordinance Committee, Department Head Meeting, MACA Regional Call, Riverwood Surgery Center Open House, Meeting with Marie from JET, MACA Executive Committee, Regular 1:1's, Courthouse negotiations were rescheduled, Employee Farmers Market

9A Board of Commissioners

Informational Only

Commissioner Committee Reports

Ordinance Committee, MN Rural Counties, Mississippi Headwaters Board, Minnesota Drainage & Conservation Summit

Motion to Adjourn

Motion made at 12:04 p.m.

MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska
	Roll Call Vote, all voted Aye

Next Regular Board Meeting: **Tuesday, September 10, 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: 9/10/2024

Title of Item: EFT Report

☐ 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: Lori Grams	**Department:** County Treasurer
Presenter (Name and Title): N/A	**Estimated Time Needed:**

Summary of Issue:

EFT Report thru 9/2/2024

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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

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

ELECTRONIC FUNDS TRANSFER

Thru September 2, 2024 Board Meeting September 10, 2024

Abstract Number	Date	Amount	Reason
22109	8/19/24	$3,324.30	Manual Abstract
22110	8/23/24	$748,353.33	Payroll Abstract
22111	8/23/24	$3,211.44	Auditor Abstract
22112	8/27/24	$16,931.24	Commissioner Abstract
22113	8/30/24	$91,730.54	Commissioner Abstract
22114	8/30/24	$936,211.72	Auditor Abstract
22118	8/29/24	$7,649.19	Manual Abstract
22119	8/29/24	$4,428.71	Manual Abstract
22120	8/27/24	$53.92	Manual Abstract
22121	8/30/24	$2,097.43	Auditor Abstract

$0
Voids/No ACH
22115
22116
22117

$1,813,991.82

S:Board Report:2024 EFT Board Report Thru Date

Board of County Commissioners Agenda Request

2D
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Application to Make Retail Sales of Tobacco Products

☐ 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: Christy M. Bishop	**Department:** Auditor
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 of September 10, 2024 through March 31, 2025 for DG Retail, LLC dba Dollar General Store #30613 - 22129 321st Ave Aitkin, MN 56431 - Malmo Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Approve New License to Sell Tobacco Products

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

WHEREAS, license is valid effective September 10, 2024 through the period ending March 31, 2025.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following application for license to sell tobacco products effective September 10, 2024 through the period ending March 31, 2025 to:

Dollar General Store # 30613 – located at 22129 321st Ave Aitkin, MN 56431 - Malmo Township

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September, 2024

_____

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: Sept 10, 2024

Title of Item: Affidavit for Duplicate of Lost Warrant

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
		**provide copy of hearing notice that was published*

Submitted by: Wendie Bright	**Department:** Auditor's Office
Presenter (Name and Title): N/A	**Estimated Time Needed:** N/A

Summary of Issue:

Approve Affidavit for Duplicate of Lost Warrant:
Warrant #91480 - Carmen Shields - Sept 15, 2023 - $1268.00

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Affidavit for Duplicate of Lost Warrant:
Warrant #91480 - Carmen Shields - Sept 15, 2023 - $1268.00

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☑ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

AITKIN COUNTY

AFFIDAVIT OF FAILURE TO RECEIVE WARRANT
Made Pursuant to Minnesota Statutes, Section 16A.46

****THIS AFFIDAVIT MUST BE NOTARIZED****

State of Minnesota County of Aitkin)

Name: Carmen Shields
(AFFIANTS NAME: INDIVIDUAL OR NAME OF BUSINESS)

Officer's Name: _____ Officer Title: _____
(IF NOT BUSINESS, LEAVE BLANK)

Address: 48776 187th PL, McGregor, MN 55760
(CURRENT ADDRESS – THE ADDRESS THE NEW PAYMENT WILL BE MAILED TO)

Aitkin County Warrant Number: 91480 for overpayment of property tax
(INSERT INVOICE OR VOUCHER INFORMATION)

Issued 9-15-2023, to Carmen Shields
(INSERT DATE OF WARRANT) (INSERT NAME ON THE ORIGINAL WARRANT)

48776 187th PL McGregor, MN 55760
(INSERT MAILING ADDRESS ON THE ORIGINAL WARRANT)

In the amount of one thousand, two hundred, sixty eight ($ 1,268) Dollars,

[X] was never received by claimant

[ ] was received by claimant in the usual course of business; that *

_____

_____

* NOTE: Use space to describe in detail what you did with or what happened to the warrant, giving correct names, addresses, dates, etc., in every instance. If additional space is required, use the reverse side.

If the original warrant ever comes into claimant's possession, said warrant will be promptly returned, in the same condition as when received, to AITKIN COUNTY AUDITOR'S OFFICE, 307 2nd Street NW, Room 121, Aitkin MN 56431, and that claimant will reimburse the County for any loss which may be sustained by reason of any false statement, fault, or act on claimant's part concerning the aforesaid matter; and, that this affidavit is made for the purpose of securing the issuance of a duplicate warrant in the aforesaid amount.

Notary Public:
Subscribed and sworn to before me this
day of 19 Aug 2024

NOTARY PUBLIC SIGNATURE

You must sign this affidavit before a Notary Public:

(Signature and Title of Affiant)

(Signature and Title of Affiant)

My commission expires Jan 31, 2025

Notary Public Stamp in Box:

LORI DUPONT
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2025

STATE OF: Minnesota
COUNTY OF: Aitkin

NOTE: A **replacement** warrant will be issued after **approval** from the Aitkin County Board of Commissioners.

Aitkin County – Lost Warrants, 307 2nd Street NW, Room 121, Aitkin MN 56431
email: auditor@co.aitkin.mn.us

Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: 09/10/2024

Title of Item: Sheriff's Office Donation - Deloris Goetzke

☐ 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

Accept donation of $75.00 to the Aitkin County Sheriff's Office from Deloris Goetzke This donation will be used for children's safety and drug eduction materials that are distributed by the Sheriff's Office.

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:*

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Accept Donation – Deloris Goetzke

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:

Deloris Goetzke	$75.00

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

Deloris Goetzke	Aitkin County Sheriff's Office

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September 2024

_____

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: App for Temporary On Sale Liquor License - Jacobson Community Center 10.2024

☐ 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: Christy M. Bishop	**Department:** Auditor's Office
Presenter (Name and Title):	**Estimated Time Needed:**

Summary of Issue:

Jacobson Community Center Application for Temporary On Sale Liquor License for Harvest Moon Dance on October 26, 2024.

Event will take place at Jacobson Community Center 65534 Great River Road Jacobson, MN 55752

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
To approve the Temporary On-Sale Liquor License for Jacobson Community Center - Harvest Moon Dance on October 26, 2024.

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

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Temporary On-Sale Liquor License – Jacobson Community Center 10.2024

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners approves a Temporary **On-Sale Liquor License** for October 26, 2024

Jacobson Community Center- Harvest Moon Dance – Ball Bluff Township – 65534 Great River Rd Jacobson, MN 55752

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September, 2024

_____

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

2H
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: App for Temporary On Sale Liquor License - Jacobson Community Center 11.2024

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☐ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☑ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	**provide copy of hearing notice that was published*	

Submitted by: Christy M. Bishop	**Department:** Auditor's Office
Presenter (Name and Title):	**Estimated Time Needed:**

Summary of Issue:

Jacobson Community Center Application for Temporary On Sale Liquor License for Deer Hunter's Supper on November 16, 2024.

Event will take place at Jacobson Community Center 65534 Great River Road Jacobson, MN 55752

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
To approve the Temporary On-Sale Liquor License for Jacobson Community Center - Deer Hunter's Supper on November 16, 2024.

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

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Temporary On-Sale Liquor License – Jacobson Community Center 11.2024

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners approves a Temporary **On-Sale Liquor License** for November 16, 2024

Jacobson Community Center- Hunter's Supper – Ball Bluff Township – 65534 Great River Rd Jacobson, MN 55752

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September, 2024

_____

Jessica Seibert
County Administrator

Aitkin County

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

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
1	DEPT			Commissioners			
86222	**Aitkin Independent Age**						
	01-001-000-0000-6230		97.75	JULY 9 SYNOPSIS	1412791	Printing, Publishing & Adv	Y
				08/07/2024 08/07/2024			
	01-001-000-0000-6230		97.75	JULY 23 SYNOPSIS	1415479	Printing, Publishing & Adv	Y
				08/21/2024 08/21/2024			
86222	**Aitkin Independent Age**		**195.50**	**2** Transactions			
10930	**Tidholm Productions**						
	01-001-000-0000-6405		109.95	BUSINESS CARDS - WESTERLUND	4153 6356	Office Supplies	Y
	01-001-000-0000-6405		109.95	BUSINESS CARDS - LEIVISKA	4153 6357	Office Supplies	Y
10930	**Tidholm Productions**		**219.90**	**2** Transactions			
10895	**Westerlund/Laurie Ann**						
	01-001-000-0000-6330		236.55	WESTERLUND MILEAGE -APRIL 2024	08192024	Transportation/Travel/Parking	N
				04/01/2024 04/30/2024			
	01-001-000-0000-6330		259.92	WESTERLUND MILEAGE - MAY 2024	08192024	Transportation/Travel/Parking	N
				05/01/2024 05/31/2024			
	01-001-000-0000-6335		111.72	WESTERLUND MILEAGE- JUNE 2024	08192024	Gas/Vehicle Fuel Charges	N
				06/01/2024 06/30/2024			
10895	**Westerlund/Laurie Ann**		**608.19**	**3** Transactions			
1	**DEPT Total:**		**1,023.59**	**Commissioners**	**3 Vendors**	**7 Transactions**	
12	DEPT			Court Administration			
86222	**Aitkin Independent Age**						
	01-012-000-0000-6360		291.13	01-JV-24-412 SUMMONS	1405932	Services, Labor, Contracts	Y
				07/17/2024 07/17/2024			
	01-012-000-0000-6360		291.13	01-JV-24-413 SUMMONS	1406007	Services, Labor, Contracts	Y
				07/17/2024 07/17/2024			
86222	**Aitkin Independent Age**		**582.26**	**2** Transactions			
11634	**Gammello & Pearson PLLC**						
	01-012-000-0000-6263		52.50	01-P4-05-000433	100929	Contract Legal Services	Y
				07/01/2024 07/31/2024			
	01-012-000-0000-6263		37.50	01-PR-22-149	100932	Contract Legal Services	Y
				07/01/2024 07/31/2024			
	01-012-000-0000-6263		15.00	01-PR-23-193	100933	Contract Legal Services	Y
				07/01/2024 07/31/2024			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-012-000-0000-6263		232.50	01-P5-96-000464 07/01/2024 07/31/2024	100934	Contract Legal Services	Y
	01-012-000-0000-6263		127.50	01-PR-14-949 07/01/2024 07/31/2024	100935	Contract Legal Services	Y
	01-012-000-0000-6263		195.00	01-PR-24-385 07/01/2024 07/31/2024	100944	Contract Legal Services	Y
	01-012-000-0000-6263		172.50	01-PR-24-401 07/01/2024 07/31/2024	100945	Contract Legal Services	Y
	01-012-000-0000-6263		367.50	01-PR-24-401 07/01/2024 07/31/2024	100946	Contract Legal Services	Y
	01-012-000-0000-6263		75.00	01-FA-24-337 07/01/2024 07/31/2024	100947	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	01-PR-24-489 07/01/2024 07/31/2024	100948	Contract Legal Services	Y
11634	**Gammello & Pearson PLLC**		**1,290.00**	**10** Transactions			
15054	**Law Office of Raymond Horton**						
	01-012-000-0000-6263		165.00	LEGAL SERVICES 06/17/2024 07/30/2024	07292024	Contract Legal Services	Y
15054	**Law Office of Raymond Horton**		**165.00**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-012-000-0000-6220		21.78	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-012-000-0000-6220		21.78	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**43.56**	**2** Transactions			
3150	**Mille Lacs Co Sheriff**						
	01-012-000-0000-6265		40.00	SHERIFF'S SERVICE 01-JV-24-441	01-JV-24-441	Sheriff Services	N
3150	**Mille Lacs Co Sheriff**		**40.00**	**1** Transactions			
8454	**Ramsey County Sheriff**						
	01-012-000-0000-6265		90.00	SHERIFF SERVICE 01JV24406	202408605	Sheriff Services	N
	01-012-000-0000-6265		90.00	SHERIFF SERVICE 01JV24406	202408606	Sheriff Services	N
	01-012-000-0000-6265		90.00	SHERIFF SERVICE 01JV24406	202408607	Sheriff Services	N
8454	**Ramsey County Sheriff**		**270.00**	**3** Transactions			
10225	**Shaffer/Paul T.**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-012-000-0000-6263		20,756.25	LEGAL SERVICES 07/01/2024 08/08/2024	08122024	Contract Legal Services	Y
10225	**Shaffer/Paul T.**		**20,756.25**	**1** Transactions			
12	**DEPT Total:**		**23,147.07**	**Court Administration**	**7 Vendors**	**20 Transactions**	
40	DEPT			Auditor			
86222	**Aitkin Independent Age**						
	01-040-000-0000-6230		94.20	AITKIN AGE SUBSCRIPTION 09/11/2020 09/11/2025	TAA-210276	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**94.20**	**1** Transactions			
15306	**Lawyers Title Services LLC**						
	01-040-000-0000-5081		20.55	3% MRT RE-IMBURSED	REIMBURSE MRT	Mortgage Registry-3%	N
15306	**Lawyers Title Services LLC**		**20.55**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-040-000-0000-6220		43.55	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-040-021-0000-6220		21.78	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-040-000-0000-6220		43.56	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
	01-040-021-0000-6220		21.78	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**130.67**	**4** Transactions			
14071	**Marco Technologies LLC**						
	01-040-000-0000-6266		38.00	OFFICE 365 SUBSCRIPTION	INV12855647	Data Processing/Computer Services	Y
14071	**Marco Technologies LLC**		**38.00**	**1** Transactions			
9908	**Office of the Secretary of State**						
	01-040-021-0000-6360		120.00	NOTARY RENEWAL - STACI P	RENEWAL	Services, Labor, Contracts	N
9908	**Office of the Secretary of State**		**120.00**	**1** Transactions			
999999000	**Ruhnke/Sheryl**						
	01-040-000-0000-5119		660.00	CANCELLATION-PRAIRIE RIVER	CANCELLATION	Liquor Licenses	N
999999000	**Ruhnke/Sheryl**		**660.00**	**1** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
86235	**The Office Shop Inc**						
	01-040-021-0000-6405		13.61	ADD MACHINE TAPE	1144693-0	Office Supplies	N
	01-040-021-0000-6405		7.32	FINGERTIP MOISTENER	332674-0	Office Supplies	N
86235	**The Office Shop Inc**		**20.93**	**2** Transactions			
40	**DEPT Total:**		**1,084.35**	**Auditor**	**7 Vendors**	**11 Transactions**	
42	DEPT			Treasurer			
86222	**Aitkin Independent Age**						
	01-042-000-0000-6230		36.70	AITKIN IND AGE SUBSCRIPTION	TAA-210292	Printing, Publishing & Advertising	Y
86222	**Aitkin Independent Age**		**36.70**	**1** Transactions			
9561	**Amazon Business**						
	01-042-000-0000-6405		49.99	PRINTER STAND-RETURNED	1C6W-F7XT-4QVL	Office Supplies	N
	01-042-000-0000-6405		49.99-	PRINTER STAND RETURNED	1C6W-F7XT-4QVL	Office Supplies	N
9561	**Amazon Business**		**0.00**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	01-042-000-0000-6220		21.78	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-042-000-0000-6220		21.78	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**43.56**	**2** Transactions			
86235	**The Office Shop Inc**						
	01-042-000-0000-6405		98.36	FOLDER REPORT COVERS	1144902-0	Office Supplies	N
86235	**The Office Shop Inc**		**98.36**	**1** Transactions			
42	**DEPT Total:**		**178.62**	**Treasurer**	**4 Vendors**	**6 Transactions**	
43	DEPT			Assessor			
86222	**Aitkin Independent Age**						
	01-043-000-0000-6230		36.70	AITKIN IND AGE SUBSCRIPTION	TAA-210292	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**36.70**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-043-000-0000-6220		59.88	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-043-000-0000-6220		59.89	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**119.77**	**2** Transactions			
10396	**Rono/Gabby**						
	01-043-000-0000-6330		133.38	MILEAGE - APPRAISAL INSTITUTE	10396	Transportation/Travel/Parking	N
	01-043-000-0000-6339		142.11	MEALS - APPRAISAL INSTITUTE	10396	Meals (Overnight)	N
10396	**Rono/Gabby**		**275.49**	**2** Transactions			
13934	**The Tire Barn**						
	01-043-000-0000-6302		724.57	NEW BREAKS FOR 2012 F150	74635	Vehicle Maintenance	N
13934	**The Tire Barn**		**724.57**	**1** Transactions			
43	**DEPT Total:**		**1,156.53**	**Assessor**	**4 Vendors**	**6 Transactions**	
44	DEPT			Central Services			
783	**Canon Financial Services, Inc**						
	01-044-000-0000-6342		225.51	COPIER CONTRACT CHARGE AUG '24 08/01/2024 08/31/2024	34507372	Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**225.51**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-044-000-0000-6220		38.11	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-044-000-0000-6220		38.11	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**76.22**	**2** Transactions			
3336	**Office Of MN. IT Services**						
	01-044-000-0000-6266		1,338.65	WAN JULY 2024 07/01/2024 07/31/2024	DV24070314	Data Processing/Computer Services	N
3336	**Office Of MN. IT Services**		**1,338.65**	**1** Transactions			
13624	**Quadient Leasing USA, Inc**						
	01-044-048-0000-6342		717.51	QUADIENT LEASING	Q1466533	Postage Rental	N
13624	**Quadient Leasing USA, Inc**		**717.51**	**1** Transactions			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
44	**DEPT Total:**			**2,357.89**	**Central Services**	**4 Vendors**	**5 Transactions**	
45	DEPT				Motor Pool			
	9561	**Amazon Business**						
		01-045-000-0000-6480		355.99	JUMP PACK	1NQ3-7D9P-RTKT	Car Equipment	N
	9561	**Amazon Business**		**355.99**	**1** Transactions			
	13934	**The Tire Barn**						
		01-045-000-0000-6302		61.88	LUBE, OIL, FILTER CAR #21	74638	Vehicle Maintenance	N
		01-045-000-0000-6302		66.87	LUBE, OIL AND FILTER #61	74711	Vehicle Maintenance	N
	13934	**The Tire Barn**		**128.75**	**2** Transactions			
45	**DEPT Total:**			**484.74**	**Motor Pool**	**2 Vendors**	**3 Transactions**	
49	DEPT				Information Technologies			
	9561	**Amazon Business**						
		01-049-000-0000-6485		12.97	USB BLUETOOTH	1FT3-4FFN-7W3X	Computer/Technology Supplies	N
		01-049-000-0000-6485		106.00	COMPUTER DUSTER	1FT3-4FFN-7W3X	Computer/Technology Supplies	N
		01-049-000-0000-6405		15.83	NOTE PADS	1RVJ-TK73-R66P	Office Supplies (Non Computer)	N
	9561	**Amazon Business**		**134.80**	**3** Transactions			
	5893	**CTC**						
		01-049-000-0000-6283		155.00	GUEST WIFI- AUGUST	21437041	Programming, Services, Contracts	N
	5893	**CTC**		**155.00**	**1** Transactions			
	88880	**Datacomm Computers & Networks Inc**						
		01-049-000-0000-6485		116.00	BATTERY FOR ACCESS CONTROL SYS	17296	Computer/Technology Supplies	N
	88880	**Datacomm Computers & Networks Inc**		**116.00**	**1** Transactions			
	9046	**Loffler Companies, Inc.**						
		01-049-000-0000-6220		38.11	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
		01-049-000-0000-6220		38.11	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
	9046	**Loffler Companies, Inc.**		**76.22**	**2** Transactions			
	14071	**Marco Technologies LLC**						
		01-049-000-0000-6266		1,890.35	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	14071	**Marco Technologies LLC**		**1,890.35**	**1** Transactions			
49	**DEPT Total:**			**2,372.37**	**Information Technologies**	**5 Vendors**	**8 Transactions**	
52	DEPT				Administration			
	9561	**Amazon Business**						
		01-052-000-0000-6405		17.29	1 REPLACEMENT SNAP-N-STORE BOX	1TNY-JRWM-CM7K	Office Supplies	N
	9561	**Amazon Business**		**17.29**	**1** Transactions			
	9046	**Loffler Companies, Inc.**						
		01-052-000-0000-6220		54.44	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
		01-052-000-0000-6220		54.45	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
	9046	**Loffler Companies, Inc.**		**108.89**	**2** Transactions			
52	**DEPT Total:**			**126.18**	**Administration**	**2 Vendors**	**3 Transactions**	
53	DEPT				Human Resources			
	9561	**Amazon Business**						
		01-053-000-0000-6405		39.99	RETRACTABLE BADGE REELS	1TNY-JRWM-CM7K	Office Supplies	N
	9561	**Amazon Business**		**39.99**	**1** Transactions			
	11303	**Danielson/Bobbie**						
		01-053-000-0000-6335		44.68	MILEAGE TO/FROM MPELRA CONF. 08/07/2024 08/09/2024	08192024	Gas/Vehicle Fuel Charges	N
	11303	**Danielson/Bobbie**		**44.68**	**1** Transactions			
	9762	**Faul Psychological PLLC**						
		01-053-000-0000-6265		1,330.00	PSYCH EVALUATIONS (2) 08/05/2024 08/07/2024	2082	Background Check Fee	6
	9762	**Faul Psychological PLLC**		**1,330.00**	**1** Transactions			
	9046	**Loffler Companies, Inc.**						
		01-053-000-0000-6220		16.33	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
		01-053-000-0000-6220		16.33	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9046	**Loffler Companies, Inc.**		**32.66**	**2** Transactions			
53	**DEPT Total:**		**1,447.33**	**Human Resources**	**4 Vendors**	**5 Transactions**	
60	DEPT			Elections			
9561	**Amazon Business**						
	01-060-000-0000-6405		36.96	AMERICAN FLAGS	1QX7-D6Y9-77H3	Office Supplies	N
	01-060-000-0000-6405		47.23	ENVELOPE OPENERS, RUBBER BANDS	1T7D-4KKY-77GP	Office Supplies	N
9561	**Amazon Business**		**84.19**	**2** Transactions			
3267	**Peysar/Kirk**						
	01-060-000-0000-6205		30.45	ELECTION ABSTRACT POSTAGE SOS	EI940151255US	Postage	N
3267	**Peysar/Kirk**		**30.45**	**1** Transactions			
89796	**Ryan/Kathleen**						
	01-060-000-0000-6405		63.05	ELECTION JUDGE SUPPLIES	PRIMARY 2024	Office Supplies	N
89796	**Ryan/Kathleen**		**63.05**	**1** Transactions			
60	**DEPT Total:**		**177.69**	**Elections**	**3 Vendors**	**4 Transactions**	
90	DEPT			Attorney			
783	**Canon Financial Services, Inc**						
	01-090-000-0000-6342		358.10	MONTHLY SERVICE 08/01/2024 08/31/2024	34506378	Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**358.10**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-090-000-0000-6220		76.21	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-090-000-0000-6220		76.23	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**152.44**	**2** Transactions			
14071	**Marco Technologies LLC**						
	01-090-000-0000-6266		247.00	OFFICE 365 SUBSCRIPTION	INV12855647	Computer Research	Y
14071	**Marco Technologies LLC**		**247.00**	**1** Transactions			
13724	**Minnesota Continuing Legal Education**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-090-000-0000-6406		99.00	DESKBOOK	1333553	Law Publ. & Subscriptions	N
13724	**Minnesota Continuing Legal Education**		**99.00**	**1** Transactions			
90	**DEPT Total:**		**856.54**	**Attorney**	**4 Vendors**	**5 Transactions**	
100	DEPT			Recorder			
86222	**Aitkin Independent Age**						
	01-100-000-0000-6230		78.60	AITKIN AGE SUBSCRIPTION	TAA-210223	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**78.60**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-100-000-0000-6220		27.22	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-100-000-0000-6220		27.22	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**54.44**	**2** Transactions			
100	**DEPT Total:**		**133.04**	**Recorder**	**2 Vendors**	**3 Transactions**	
110	DEPT			Courthouse Maintenance			
9561	**Amazon Business**						
	01-110-000-0000-6422		217.75	DEEP FRYER CLEANING EQUIP	1L7J-CGTC-HCCF	Janitorial Supplies	N
	01-110-000-0000-6415		91.98	CALIPERS,CONDENSATE PUMP	1NQ3-7D9P-RTKT	Operational Supplies	N
9561	**Amazon Business**		**309.73**	**2** Transactions			
10296	**Battery Wholesale, Inc.**						
	01-110-000-0000-6422		932.97	SCRUBBER BATTERIES	244462BEM	Janitorial Supplies	N
10296	**Battery Wholesale, Inc.**		**932.97**	**1** Transactions			
1430	**Dotzler Power Equipment**						
	01-110-000-0000-6415		31.95	WEED WHIP HEAD	40656	Operational Supplies	N
1430	**Dotzler Power Equipment**		**31.95**	**1** Transactions			
10426	**Grainger**						
	01-110-000-0000-6415		663.56	JAIL SHOWER PARTS, HHS FAN	9211697819	Operational Supplies	N
10426	**Grainger**		**663.56**	**1** Transactions			
2340	**Hyytinen Hardware Hank**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-110-000-0000-6415		14.49	CABLE TIES, NUTS, WASHERS	19749	Operational Supplies	N
	01-110-000-0000-6415		39.99	EXTENSION CORD	20045	Operational Supplies	N
	01-110-000-0000-6422		22.99	EXTENSION CORD-JAIL VACUUM	20103	Janitorial Supplies	N
2340	**Hyytinen Hardware Hank**		**77.47**	**3** Transactions			
88628	**Imperial Dade**						
	01-110-000-0000-6422		191.52	40X46 BAGS	4269929	Janitorial Supplies	N
	01-110-000-0000-6422		1,000.57	GLOVES,BAGS,PAPER PRODUCTS	4272673	Janitorial Supplies	N
88628	**Imperial Dade**		**1,192.09**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	01-110-000-0000-6220		10.89	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-110-000-0000-6220		10.89	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**21.78**	**2** Transactions			
9692	**Minnesota Energy Resources Corporation**						
	01-110-000-0000-6254		673.82	GAS SERVICE 07/22/2024 08/21/2024	5148347424	Utilities-Gas and Electric	N
9692	**Minnesota Energy Resources Corporation**		**673.82**	**1** Transactions			
1652	**Northland Fire Protection, LLC**						
	01-110-000-0000-6271		191.00	FIRE EXTINGUISHERS-GOV. CENTER	59464	Inspection Fees	N
	01-110-000-0000-6271		784.45	JUDICIAL CENTER EXTINGUISHERS	59466	Inspection Fees	N
1652	**Northland Fire Protection, LLC**		**975.45**	**2** Transactions			
110	**DEPT Total:**		**4,878.82**	**Courthouse Maintenance**	**9 Vendors**	**15 Transactions**	
120	DEPT			Veterans Service			
10452	**AT&T Mobility**						
	01-120-000-0000-6220		99.52	FIRSTNET JULY 06/26/2024 07/25/2024	2872985856960803	Telephone	N
10452	**AT&T Mobility**		**99.52**	**1** Transactions			
10097	**Harms Monroe/Penny**						
	01-120-000-0000-6330		32.15	PENNY TO MEETING WITH ERIK 08/22/2024 08/22/2024	082224	Transportation/Travel/Parking	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
10097	**Harms Monroe/Penny**		**32.15**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-120-000-0000-6220		16.33	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-120-000-0000-6220		16.33	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**32.66**	**2** Transactions			
13934	**The Tire Barn**						
	01-120-000-0000-6302		73.67	OIL CHANGE	74744	Vehicle Maintenance	N
13934	**The Tire Barn**		**73.67**	**1** Transactions			
15126	**Timinski/Matthew**						
	01-120-000-0000-6278		100.00	MATT JULY 07/18/2024 07/25/2024	071824	Per Diem	Y
15126	**Timinski/Matthew**		**100.00**	**1** Transactions			
9933	**WEX BANK - Veteran Services**						
	01-120-000-0000-6335		120.61	FLEET JULY 07/08/2024 08/07/2024	98953471	Gas/Vehicle Fuel Charges	N
9933	**WEX BANK - Veteran Services**		**120.61**	**1** Transactions			
9255	**Witt/Warren**						
	01-120-000-0000-6278		50.00	WARREN JULY 07/19/2024 07/19/2024	071924	Per Diem	Y
9255	**Witt/Warren**		**50.00**	**1** Transactions			
120	**DEPT Total:**		**508.61**	**Veterans Service**	**7 Vendors**	**8 Transactions**	
122	DEPT			Planning & Zoning			
86222	**Aitkin Independent Age**						
	01-122-000-0000-6230		46.75	AUGUST PC 08/07/2024 08/07/2024	1408487	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**46.75**	**1** Transactions			
783	**Canon Financial Services, Inc**						
	01-122-000-0000-6342		219.42	MONTHLY COPIER CONTRACT 08/01/2024 08/31/2024	34507371	Office Equipment Rental/Contracts	N

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Vendor No.	Name / Account/Formula	Accr	Rpt Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
783	**Canon Financial Services, Inc**		**219.42**	**1** Transactions			
15142	**Christensen/Charles**						
	01-122-000-0000-6278		70.00	PC MEETING	82124	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		77.72	PC MILEAGE	82124	BOA/PC Mileage	N
15142	**Christensen/Charles**		**147.72**	**2** Transactions			
9816	**ESP Septic LLC**						
	01-122-000-0000-6360		475.00	KRIEGER SEPTIC INSPECTION	297090469	Services, Labor, Contracts	Y
9816	**ESP Septic LLC**		**475.00**	**1** Transactions			
14832	**Kulifaj / Stephen**						
	01-122-000-0000-6278		80.00	PC MEETING	82124	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		96.48	PC MILEAGE	82124	BOA/PC Mileage	Y
14832	**Kulifaj / Stephen**		**176.48**	**2** Transactions			
999999000	**Ladd Construction**						
	01-122-000-0000-6820		350.00	DUPLICATE APPLICATION	61262	Refunds & Reimbursements	N
999999000	**Ladd Construction**		**350.00**	**1** Transactions			
11990	**Lange/David**						
	01-122-000-0000-6278		80.00	PC MEETING	82124	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		96.48	PC MILEAGE	82124	BOA/PC Mileage	N
11990	**Lange/David**		**176.48**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	01-122-000-0000-6220		48.99	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-122-000-0000-6220		49.00	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**97.99**	**2** Transactions			
13424	**Sonnee/Dennise J**						
	01-122-000-0000-6278		80.00	PC MEETING	82124	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		54.27	PC MILEAGE	82124	BOA/PC Mileage	N
13424	**Sonnee/Dennise J**		**134.27**	**2** Transactions			
122	**DEPT Total:**		**1,824.11**	**Planning & Zoning**	**9 Vendors**	**14 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
200	DEPT			Enforcement			
117	**Aitkin County Sheriff**						
	01-200-000-0000-6374		511.50	#206 REGISTER VEH -LNJ017	22993238-1	Auto & Trailer License	N
117	**Aitkin County Sheriff**		**511.50**	**1** Transactions			
86222	**Aitkin Independent Age**						
	01-200-000-0000-6230		1,174.88	PUB SHERIFF SALE-SINKFIELD 08/15/2024 08/15/2024	1408736	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**1,174.88**	**1** Transactions			
9561	**Amazon Business**						
	01-200-000-0000-6405		113.67	FLASH DRIVES	1GMP-66XV-HHTT	Office Supplies	N
	01-200-000-0000-6460		41.87-	CREDIT - GPS RECEIVER	1MQY-7YQN-HL37	Deputy Supplies	N
9561	**Amazon Business**		**71.80**	**2** Transactions			
783	**Canon Financial Services, Inc**						
	01-200-000-0000-6342		170.74	ADMIN COPIER LEASE	34506247	Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**170.74**	**1** Transactions			
10425	**Johnson's Auto Transport & Towing**						
	01-200-200-0000-6265		450.00	AIMVCET TOWING CASE # 24006741	7405	Programs	Y
10425	**Johnson's Auto Transport & Towing**		**450.00**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-200-000-0000-6220		228.64	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-200-000-0000-6220		228.69	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**457.33**	**2** Transactions			
1652	**Northland Fire Protection, LLC**						
	01-200-000-0000-6360		666.75	FIRE EXTINGUISHER CHECKS	59468	Services, Labor, Contracts	N
1652	**Northland Fire Protection, LLC**		**666.75**	**1** Transactions			
11538	**RCB Collections Range Credit Bureau Inc**						
	01-200-000-0000-6360		75.00	BACKGROUNDS - X5	56032	Services, Labor, Contracts	N
11538	**RCB Collections Range Credit Bureau Inc**		**75.00**	**1** Transactions			
10289	**Roger's Two Way Radio, Inc.**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-200-000-0000-6610		4,370.50	RADIO INSTALL	25748	Equipment & Radios	N
10289	**Roger's Two Way Radio, Inc.**		**4,370.50**	**1** Transactions			
999999000	**St. Cloud Police Department**						
	01-200-200-0000-6265		219.94	ANDY'S TOWING FORD F150	24-152378	Programs	N
	01-200-200-0000-6265		90.93	ANDY'S TOWING-FORD F150	24-152383	Programs	N
999999000	**St. Cloud Police Department**		**310.87**	**2** Transactions			
10422	**STORM Training Group, LLC**						
	01-200-003-0000-6241		1,099.00	#220 SNIPER CLASS 10/21/2024 10/25/2024	C78515F-0001	Registration Fee	Y
10422	**STORM Training Group, LLC**		**1,099.00**	**1** Transactions			
86235	**The Office Shop Inc**						
	01-200-000-0000-6405		98.41	RESTOCK SUPPLIES	1145215-0	Office Supplies	N
86235	**The Office Shop Inc**		**98.41**	**1** Transactions			
13934	**The Tire Barn**						
	01-200-000-0000-6302		1,013.92	#225 TIRES	71996	Vehicle Maintenance	N
	01-200-000-0000-6302		72.68	#212 OIL CHANGE	72432	Vehicle Maintenance	N
	01-200-000-0000-6302		750.49	#202 OIL CHANGE; BRAKES	72533	Vehicle Maintenance	N
	01-200-000-0000-6302		72.68	#225 OIL CHANGE	72818	Vehicle Maintenance	N
	01-200-000-0000-6302		72.68	#214 OIL CHANGE	73586	Vehicle Maintenance	N
	01-200-000-0000-6302		72.68	#204 OIL CHANGE	73917	Vehicle Maintenance	N
	01-200-000-0000-6302		72.68	#216 OIL CHANGE; ROTATE TIRES	74016	Vehicle Maintenance	N
	01-200-000-0000-6302		75.26	#206 OIL CHANGE	74477	Vehicle Maintenance	N
	01-200-000-0000-6302		30.00	#225 TIRE REPAIR	74717	Vehicle Maintenance	N
13934	**The Tire Barn**		**2,233.07**	**9** Transactions			
9302	**WEX Bank**						
	01-200-000-0000-6335		8,741.64	DEPUTY GAS	99014556	Gas/Vehicle Fuel Charges	N
9302	**WEX Bank**		**8,741.64**	**1** Transactions			
200	**DEPT Total:**		**20,431.49**	**Enforcement**	**14 Vendors**	**25 Transactions**	
202	DEPT			Boat & Water			
6049	**Farm Island Repair & Marine**						
	01-202-000-0000-6302		231.99	REPAIR PROPELLER	90219	B&W Maintenance	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
6049	**Farm Island Repair & Marine**		**231.99**	**1** Transactions			
10412	**O'Reilly Auto Parts**						
	01-202-000-0000-6302		16.82	'12 CHEVY HEADLIGHT	1878-195477	B&W Maintenance	N
10412	**O'Reilly Auto Parts**		**16.82**	**1** Transactions			
13934	**The Tire Barn**						
	01-202-000-0000-6302		527.68	208 TRUCK BRAKES	74595	B&W Maintenance	N
13934	**The Tire Barn**		**527.68**	**1** Transactions			
9302	**WEX Bank**						
	01-202-000-0000-6335		1,402.21	B/W GAS	99014556	Gas/Vehicle Fuel Charges	N
9302	**WEX Bank**		**1,402.21**	**1** Transactions			
9424	**Zorbaz of Big Sandy Inc**						
	01-202-000-0000-6335		46.00	#212 B/W GAS BOAT	9026044	Gas/Vehicle Fuel Charges	N
9424	**Zorbaz of Big Sandy Inc**		**46.00**	**1** Transactions			
202	**DEPT Total:**		**2,224.70**	**Boat & Water**	**5 Vendors**	**5 Transactions**	
252	DEPT			Corrections			
86222	**Aitkin Independent Age**						
	01-252-252-0000-6465		73.40	INMATE NEWSPAPER	TAA-210634	Inmate Welfare Supplies	Y
86222	**Aitkin Independent Age**		**73.40**	**1** Transactions			
9561	**Amazon Business**						
	01-252-000-0000-6421		79.47	LAUNDRY DETERGENT	11T7-MRTC-3JDC	Laundry Supplies	N
	01-252-000-0000-6430		125.49	HOT/COLD PACKS; PAIN RELIEF;	1DTV-XP7D-CQ7L	Medical Expense/Supplies - Inmates	N
	01-252-252-0000-6465		9.09	EXERCISE BANDS	1GMP-66XV-HHTT	Inmate Welfare Supplies	N
	01-252-000-0000-6405		77.61	SHIPPING LABELS; PACKING TAPE	1LNG-RPHT-H9QJ	Office Supplies	N
9561	**Amazon Business**		**291.66**	**4** Transactions			
14568	**Axon Enterprise, Inc**						
	01-252-000-0000-6461		174.40	TASER BATTERIES	INUS271834	Jail Supplies	N
14568	**Axon Enterprise, Inc**		**174.40**	**1** Transactions			
456	**Bob Barker Company, Inc.**						
	01-252-252-0000-6465		342.00	TAMPONS	INV2048399	Inmate Welfare Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
456	**Bob Barker Company, Inc.**		**342.00**	**1** Transactions			
1152	**Cook/Steven**						
	01-252-000-0000-6330		59.58	TRANSPORT NEAL - LA RENTAL VEH	K9563357227	Prisoner Transportation & Travel	Y
1152	**Cook/Steven**		**59.58**	**1** Transactions			
4812	**JC32 Teamsters H&W Fund**						
	01-252-000-0000-6101		7,348.00	EE HEALTH INS	08/22/2024	Salaries-Full Time	N
	01-252-000-0000-6150		27,610.00	ER HEALTH INS	08/22/2024	Health Insurance-Employer	N
4812	**JC32 Teamsters H&W Fund**		**34,958.00**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	01-252-000-0000-6220		108.88	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-252-000-0000-6220		108.90	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**217.78**	**2** Transactions			
3160	**Mille Lacs Energy Coop-Albert Lea**						
	01-252-000-0000-6254		501.08	TOWER SHELTER	08012024	Utilities-Gas and Electric	N
3160	**Mille Lacs Energy Coop-Albert Lea**		**501.08**	**1** Transactions			
9692	**Minnesota Energy Resources Corporation**						
	01-252-000-0000-6254		19.99	GAS SERVICE - STS 07/22/2024 08/21/2024	5149371426	Utilities-Gas and Electric	N
	01-252-000-0000-6254		314.90	GAS SERVICE - JAIL 07/23/2024 08/21/2024	5149863224	Utilities-Gas and Electric	N
9692	**Minnesota Energy Resources Corporation**		**334.89**	**2** Transactions			
3789	**Pan-O-Gold Baking Company**						
	01-252-000-0000-6418		74.80	BREAD & BUNS	10002424221007	Groceries	N
	01-252-000-0000-6418		103.00	BREAD & BUNS	10002424228009	Groceries	N
	01-252-000-0000-6418		106.40	BREAD & BUNS	10002424235005	Groceries	N
3789	**Pan-O-Gold Baking Company**		**284.20**	**3** Transactions			
3810	**Paulbeck's County Market**						
	01-252-000-0000-6418		104.14	GROCERIES	927210202	Groceries	N
3810	**Paulbeck's County Market**		**104.14**	**1** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9808	**Performance Foodservice**						
	01-252-000-0000-6418		1,617.09	GROCERIES	229983	Groceries	N
	01-252-000-0000-6418		2,985.49	GROCERIES	238428	Groceries	N
	01-252-000-0000-6418		2,659.75	GROCERIES	246785	Groceries	N
9808	**Performance Foodservice**		**7,262.33**	**3** Transactions			
90805	**Temco**						
	01-252-000-0000-6360		41.25	TREAD PLATED	28901	Services, Labor, Contracts	Y
90805	**Temco**		**41.25**	**1** Transactions			
86235	**The Office Shop Inc**						
	01-252-000-0000-6405		38.79	90# PAPER - JAIL NURSE	1145215-0	Office Supplies	N
86235	**The Office Shop Inc**		**38.79**	**1** Transactions			
13934	**The Tire Barn**						
	01-252-000-0000-6302		293.95	TRANSPORT VAN BATTERY	71732	Vehicle Maintenance	N
13934	**The Tire Barn**		**293.95**	**1** Transactions			
9302	**WEX Bank**						
	01-252-003-0000-6335		12.32	#303 CLASS FUEL	99014556	Gas/Vehicle Fuel Charges	N
9302	**WEX Bank**		**12.32**	**1** Transactions			
252	**DEPT Total:**		**44,989.77**	**Corrections**	**16 Vendors**	**26 Transactions**	
253	DEPT			Sentence to Serve			
4812	**JC32 Teamsters H&W Fund**						
	01-253-000-0000-6101		334.00	EE HEALTH INS	08/22/2024	Salaries-Full Time	N
	01-253-000-0000-6150		1,255.00	ER HEALTH INS	08/22/2024	Health Insurance-Employer	N
4812	**JC32 Teamsters H&W Fund**		**1,589.00**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	01-253-000-0000-6220		5.44	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-253-000-0000-6220		5.45	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**10.89**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
253	**DEPT Total:**		**1,599.89**	**Sentence to Serve**	**2 Vendors**	**4 Transactions**	
255	DEPT			Crime Victims			
9046	**Loffler Companies, Inc.**						
	01-255-000-0000-6220		5.44	MONTHLY TELEPHONE	4739734	Telephone	N
				06/01/2024 06/30/2024			
	01-255-000-0000-6220		5.45	MONTHLY TELEPHONE	4765757	Telephone	N
				07/01/2024 07/31/2024			
9046	**Loffler Companies, Inc.**		**10.89**	**2** Transactions			
255	**DEPT Total:**		**10.89**	**Crime Victims**	**1 Vendors**	**2 Transactions**	
257	DEPT			Community Corrections			
10421	**Department of Corrections**						
	01-257-255-0000-6269		285.00	SEC JUV DET MCF (ADB)	810	Juvenile Detention	N
				07/31/2024 07/31/2024			
10421	**Department of Corrections**		**285.00**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-257-000-0000-6220		48.99	MONTHLY TELEPHONE	4739734	Telephone	N
				06/01/2024 06/30/2024			
	01-257-000-0000-6220		49.00	MONTHLY TELEPHONE	4765757	Telephone	N
				07/01/2024 07/31/2024			
9046	**Loffler Companies, Inc.**		**97.99**	**2** Transactions			
9489	**Redwood Toxicology Laboratory, Inc**						
	01-257-267-0000-6274		112.94	DRUG TESTING LAB FEES	02239920247	Drug Testing Fee	6
				07/01/2024 07/31/2024			
9489	**Redwood Toxicology Laboratory, Inc**		**112.94**	**1** Transactions			
86235	**The Office Shop Inc**						
	01-257-000-0000-6360		32.11	COPIER SERVICE CONTACT	332623-0	Services, Labor, Contracts	N
				08/01/2024 08/01/2024			
	01-257-000-0000-6360		53.60	SERVICE CONTRACT COPIER	332624-0	Services, Labor, Contracts	N
				06/14/2024 07/25/2024			
	01-257-000-0000-6342		115.55	COPIER LEASE & SERVICE (NEW)	AR1819736	Office Equipment Rental/Contracts	N
				08/01/2024 08/31/2024			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
86235	**The Office Shop Inc**		**201.26**	**3** Transactions			
10930	**Tidholm Productions**						
	01-257-267-0000-6230		119.95	BUSINESS CARDS (C.D.) 07/31/2024 07/31/2024	41076315	Printing, Publishing & Advertising	Y
10930	**Tidholm Productions**		**119.95**	**1** Transactions			
257	**DEPT Total:**		**817.14**	**Community Corrections**	**5 Vendors**	**8 Transactions**	
391	DEPT			Solid Waste			
9561	**Amazon Business**						
	01-391-000-0000-6405		74.93	PRINTER TONER	14D9HWKQCK3M	Office, Film, & Field Supplies	N
9561	**Amazon Business**		**74.93**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	01-391-000-0000-6220		10.90	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-391-000-0000-6220		10.89	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**21.79**	**2** Transactions			
391	**DEPT Total:**		**96.72**	**Solid Waste**	**2 Vendors**	**3 Transactions**	
392	DEPT			Water Wells			
9561	**Amazon Business**						
	01-392-000-0000-6405		30.84	TESTING CUPS	1VXFGVMW14VK	Office, Film, & Field Supplies	N
9561	**Amazon Business**		**30.84**	**1** Transactions			
392	**DEPT Total:**		**30.84**	**Water Wells**	**1 Vendors**	**1 Transactions**	
601	DEPT			Extension			
9046	**Loffler Companies, Inc.**						
	01-601-000-0000-6220		5.44	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	01-601-000-0000-6220		5.45	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**10.89**	**2** Transactions			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
601	**DEPT Total:**			**10.89**	**Extension**	**1 Vendors**	**2 Transactions**	
700	DEPT				Promotion,Airport,Tourism, Misc.			
	22	**Aitkin Area Chamber of Commerce**						
		01-700-909-0000-6801		2,000.00	BD&R GRANT PYGO	082620243	Appropriations-Grant	N
	22	**Aitkin Area Chamber of Commerce**		**2,000.00**	**1** Transactions			
	9965	**Aitkin County Friends of the Arts**						
		01-700-909-0000-6801		2,000.00	BD&R GRANT-RIPPLESIPPI	082620242	Appropriations-Grant	N
	9965	**Aitkin County Friends of the Arts**		**2,000.00**	**1** Transactions			
	9612	**Discovery Publishing, Inc.**						
		01-700-909-0000-6801		769.50	ATV AD	3868	Appropriations-Grant	Y
	9612	**Discovery Publishing, Inc.**		**769.50**	**1** Transactions			
700	**DEPT Total:**			**4,769.50**	**Promotion,Airport,Tourism, Misc.**	**3 Vendors**	**3 Transactions**	
711	DEPT				Economic Development			
	9046	**Loffler Companies, Inc.**						
		01-711-000-0000-6220		5.44	MONTHLY TELEPHONE	4739734	Telephone	N
					06/01/2024 06/30/2024			
		01-711-000-0000-6220		5.45	MONTHLY TELEPHONE	4765757	Telephone	N
					07/01/2024 07/31/2024			
	9046	**Loffler Companies, Inc.**		**10.89**	**2** Transactions			
	5966	**Northspan Group,Inc**						
		01-711-000-0000-6230		1,000.00	NORTHLAND 2024 AGREEMENT	1923	Printing, Publishing & Adv	N
	5966	**Northspan Group,Inc**		**1,000.00**	**1** Transactions			
711	**DEPT Total:**			**1,010.89**	**Economic Development**	**2 Vendors**	**3 Transactions**	
1	**Fund Total:**			**117,750.20**	**General Fund**		**205 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
200	DEPT			Enforcement			
10419	**Central Suspensions, Inc.**						
	02-200-011-0000-6605		5,950.00	SHERIFF'S LOBBY REMODEL	81524	Sheriff Buildings Reserve Expense	Y
10419	**Central Suspensions, Inc.**		**5,950.00**	**1** Transactions			
9091	**The Sherwin-Williams Company**						
	02-200-011-0000-6605		359.70	SHERIFF'S LOBBY REMODEL-PAINT	9437-6	Sheriff Buildings Reserve Expense	N
	02-200-011-0000-6605		218.25	SHERIFF'S LOBBY - STAIN, PAINT	9623-1	Sheriff Buildings Reserve Expense	N
9091	**The Sherwin-Williams Company**		**577.95**	**2** Transactions			
200	**DEPT Total:**		**6,527.95**	**Enforcement**	**2 Vendors**	**3 Transactions**	
2	**Fund Total:**		**6,527.95**	**Reserves Fund**		**3 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
301	DEPT			R&B Administration			
783	**Canon Financial Services, Inc**						
	03-301-000-0000-6342		192.60	CONTRACT CHARGE	34506429	Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**192.60**	**1** Transactions			
14071	**Marco Technologies LLC**						
	03-301-000-0000-6266		190.00	OFFICE 365 SUBSCRIPTION	INV12855647	Data Processing/Computer Services	Y
14071	**Marco Technologies LLC**		**190.00**	**1** Transactions			
9671	**Pitney Bowes Global Financial Services**						
	03-301-000-0000-6405		127.80	INK	102885305	Office Supplies	N
	03-301-000-0000-6342		81.30	LEASE	3106783028	Office Equipment Rental/Contracts	N
9671	**Pitney Bowes Global Financial Services**		**209.10**	**2** Transactions			
11605	**Shred Right**						
	03-301-000-0000-6405		42.53	DOCUMENT DESTRUCTION	0029481	Office Supplies	N
11605	**Shred Right**		**42.53**	**1** Transactions			
301	**DEPT Total:**		**634.23**	**R&B Administration**	**4 Vendors**	**5 Transactions**	
302	DEPT			R&B Engineering/Construction			
10048	**MINNESOTA NORTH COLLEGE**						
	03-302-000-0000-6268		187.20	SAFETY/HEALTH TRAINING	1224009	Staff Training, Development	N
10048	**MINNESOTA NORTH COLLEGE**		**187.20**	**1** Transactions			
302	**DEPT Total:**		**187.20**	**R&B Engineering/Construction**	**1 Vendors**	**1 Transactions**	
303	DEPT			R&B Highway Maintenance			
10420	**AITKIN BACKWOODS FARM SUPPLY LLC**						
	03-303-000-0000-6417		231.90	AITKIN SHOP	E4Y3NAWGTECK2	Shop/Building Maintenance	Y
	03-303-000-0000-6521		412.00	TURF ESTABLISHMENT	Q9K3QXXH41S1C	Maintenance Supplies	Y
10420	**AITKIN BACKWOODS FARM SUPPLY LLC**		**643.90**	**2** Transactions			
9561	**Amazon Business**						
	03-303-000-0000-6417		23.14	AITKIN SHOP	1M3V-VXV4-7RPN	Shop/Building Maintenance	N
9561	**Amazon Business**		**23.14**	**1** Transactions			
13725	**Beartooth Hardware Inc**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	03-303-000-0000-6417		35.99	AITKIN SHOP SUPPLIES	20462.	Shop/Building Maintenance	N
	03-303-000-0000-6590		18.98	REPAIR PARTS	27733	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		3.00	REPAIR PARTS	27746	Repair & Maintenance Supplies	N
13725	**Beartooth Hardware Inc**		**57.97**	**3** Transactions			
12003	**Carlson/Matt**						
	03-303-000-0000-6360		250.00	BEAVER REMOVAL		Services, Labor, Contracts	N
	03-303-000-0000-6360		200.00	BEAVER REMOVAL		Services, Labor, Contracts	N
	03-303-000-0000-6360		30.00	DAM REMOVAL LABOR		Services, Labor, Contracts	N
	03-303-000-0000-6360		100.00	BEAVER REMOVAL		Services, Labor, Contracts	N
	03-303-000-0000-6360		30.00	DAM REMOVAL LABOR		Services, Labor, Contracts	N
	03-303-000-0000-6360		51.59	MILEAGE		Services, Labor, Contracts	N
	03-303-000-0000-6360		119.93	MILEAGE		Services, Labor, Contracts	N
	03-303-000-0000-6360		54.27	MILEAGE		Services, Labor, Contracts	N
12003	**Carlson/Matt**		**835.79**	**8** Transactions			
163	**Charter Communications Holdings LLC**						
	03-303-000-0000-6220		142.59	PHONE: HWY OFFICE	175592901071424	Telephone	N
163	**Charter Communications Holdings LLC**		**142.59**	**1** Transactions			
14887	**Cintas Corporation**						
	03-303-000-0000-6360		62.37	SHOP LAUNDRY	4199503291	Services, Labor, Contracts	N
	03-303-000-0000-6360		15.64	SHOP LAUNDRY	4201626065	Services, Labor, Contracts	N
	03-303-000-0000-6360		15.64	SHOP LAUNDRY	4202336407	Services, Labor, Contracts	N
14887	**Cintas Corporation**		**93.65**	**3** Transactions			
5893	**CTC**						
	03-303-000-0000-6254		350.00	HIGH SPEED INTERNET	ACCT 00031487-2	Utilities-Gas and Electric	N
5893	**CTC**		**350.00**	**1** Transactions			
9326	**Dehn Oil Company**						
	03-303-000-0000-6570		17,954.82	AITKIN DIESEL	25231563	Motor Fuel & Lubricants	N
9326	**Dehn Oil Company**		**17,954.82**	**1** Transactions			
1430	**Dotzler Power Equipment**						
	03-303-000-0000-6417		26.04	MCGRATH SHOP SUPPLIES	40446	Shop/Building Maintenance	N
1430	**Dotzler Power Equipment**		**26.04**	**1** Transactions			
13008	**East Side Oil Companies, Inc**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates		Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	03-303-000-0000-6417		63.00	AITKIN SHOP		R112174	Shop/Building Maintenance	N
	03-303-000-0000-6417		18.90	SWATARA SHOP		R112174	Shop/Building Maintenance	N
	03-303-000-0000-6417		18.90	JACOBSON SHOP		R112174	Shop/Building Maintenance	N
	03-303-000-0000-6417		18.90	MCGRATH SHOP		R112174	Shop/Building Maintenance	N
	03-303-000-0000-6417		18.90	MCGREGOR		R112174	Shop/Building Maintenance	N
	03-303-000-0000-6417		18.90	PALISADE		R112174	Shop/Building Maintenance	N
13008	**East Side Oil Companies, Inc**		**157.50**	**6** Transactions				
11180	**Fastenal Company**							
	03-303-000-0000-6417		105.37	AITKIN SHOP SUPPLIES		MNBAX269304	Shop/Building Maintenance	N
11180	**Fastenal Company**		**105.37**	**1** Transactions				
1818	**Glen's Sign Design**							
	03-303-000-0000-6516		170.00	SIGNS		1231	Signs & Posts	Y
1818	**Glen's Sign Design**		**170.00**	**1** Transactions				
2089	**Heartland Tire Inc**							
	03-303-000-0000-6590		25.00	REPAIR LABOR		15027513	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		559.82	TIRE		15027513	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		20.00	REPAIR PARTS		15027513	Repair & Maintenance Supplies	N
2089	**Heartland Tire Inc**		**604.82**	**3** Transactions				
8775	**Itasca Co Highway Dept**							
	03-303-000-0000-6825		1,820.00	2023 BLADING 2.6 MILES		1685	Maintenance Agreements	N
	03-303-000-0000-6825		2,030.00	2023/24 PLOWING		1685	Maintenance Agreements	N
8775	**Itasca Co Highway Dept**		**3,850.00**	**2** Transactions				
91187	**Lake Country Power**							
	03-303-000-0000-6254		125.79	JUL 24 JACOBSON		1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		102.72	JUL 24 SWATARA		140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		11.22	JUL 24 CSAH 14		141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254		9.98	JUL 24 CSAH 6		141979901	Utilities-Gas and Electric	N
	03-303-000-0000-6254		58.00	JUL 24 CSAH 6		143093502	Utilities-Gas and Electric	N
91187	**Lake Country Power**		**307.71**	**5** Transactions				
9046	**Loffler Companies, Inc.**							
	03-303-000-0000-6220		97.99	MONTHLY TELEPHONE		4739734	Telephone	N
				06/01/2024	06/30/2024			
	03-303-000-0000-6220		98.01	MONTHLY TELEPHONE		4765757	Telephone	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
				07/01/2024 07/31/2024			
9046	**Loffler Companies, Inc.**		**196.00**	**2** Transactions			
3160	**Mille Lacs Energy Coop-Albert Lea**						
	03-303-000-0000-6254		68.00	CSAH 11	080900902	Utilities-Gas and Electric	N
	03-303-000-0000-6254		178.83	POWER: PALISADE	185202601	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.35	169 & CSAH 3	192301001	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 5	273501502	Utilities-Gas and Electric	N
	03-303-000-0000-6254		123.59	POWER: MCGREGOR	295300301	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 8	300601202	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 4	323200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		815.30	POWER: AITKIN	335200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 17	336503101	Utilities-Gas and Electric	N
	03-303-000-0000-6254		79.23	169 & CSAH 28	396202201	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.40	CSAH 12	400600001	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 12	465602302	Utilities-Gas and Electric	N
	03-303-000-0000-6254		69.46	47 & CSAH 2	545110401	Utilities-Gas and Electric	N
3160	**Mille Lacs Energy Coop-Albert Lea**		**1,785.16**	**13** Transactions			
10048	**MINNESOTA NORTH COLLEGE**						
	03-303-000-0000-6268		1,310.40	SAFETY/HEALTH TRAINING	1224009	Staff Training, Development	N
	03-303-000-0000-6268		62.40	SAFETY/HEALTH TRAINING	1224009	Staff Training, Development	N
10048	**MINNESOTA NORTH COLLEGE**		**1,372.80**	**2** Transactions			
3555	**Newman Signs Inc**						
	03-303-000-0000-6516		839.30	RESIDENTIAL E-911 SIGNS	TRFINV055769	Signs & Posts	N
3555	**Newman Signs Inc**		**839.30**	**1** Transactions			
9179	**NORTH CENTRAL INTERNATIONAL, LLC**						
	03-303-000-0000-6590		94.34	REPAIR PARTS	X220095776:01	Repair & Maintenance Supplies	N
9179	**NORTH CENTRAL INTERNATIONAL, LLC**		**94.34**	**1** Transactions			
10720	**Nuss Truck Group Inc**						
	03-303-000-0000-6590		661.14	REPAIR PARTS	PSO127359-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		66.25	REPAIR PARTS-FILTERS	PSO129696-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		16.43	REPAIR PARTS	PSO129696-2	Repair & Maintenance Supplies	N
10720	**Nuss Truck Group Inc**		**743.82**	**3** Transactions			
10412	**O'Reilly Auto Parts**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	03-303-000-0000-6590		18.09-	REPAIR PARTS	1878-177006	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		18.09-	REPAIR PARTS	1878-183310	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		25.98	REPAIR PARTS	1878-185807	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.91	REPAIR PARTS	1878-187712	Repair & Maintenance Supplies	N
	03-303-000-0000-6417		18.99	AITKIN SHOP SUPPLIES	1878-193228	Shop/Building Maintenance	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.55	REPAIR PARTS-FILTERS	1878-194590	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		24.03	REPAIR PARTS	1878-196174	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		135.68	REPAIR PARTS	1878-196272	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		287.20	REPAIR PARTS	1878-196765	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		39.79	REPAIR PARTS	1878-196789	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		129.26	REPAIR PARTS	1878-196792	Repair & Maintenance Supplies	N
10412	**O'Reilly Auto Parts**		**1,247.96**	**16** Transactions			
14861	**Parman Energy Group**						
	03-303-000-0000-6570		83.26	REPAIR PARTS	0243209-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		83.26	REPAIR PARTS	0243209-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		83.26	REPAIR PARTS	0243209-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		83.26	REPAIR PARTS	0243209-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		83.26	REPAIR PARTS	0243209-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1,457.28	MOTOR OIL	243209A-IN	Motor Fuel & Lubricants	N
14861	**Parman Energy Group**		**1,873.58**	**6** Transactions			
9176	**SPARKY'S TOOLS, LLC**						
	03-303-000-0000-6417		28.99	AITKIN SHOP TOOLS	D 126363	Shop/Building Maintenance	N
9176	**SPARKY'S TOOLS, LLC**		**28.99**	**1** Transactions			
6097	**Verizon Wireless**						
	03-303-000-0000-6220		424.90	DEPT CELL PHONES	9970465197	Telephone	N
6097	**Verizon Wireless**		**424.90**	**1** Transactions			
9642	**WEX BANK - Highway Dept**						
	03-303-000-0000-6417		8.73	SHOP SUPPLIES	0496-00-360070-7	Shop/Building Maintenance	N
	03-303-000-0000-6570		56.54	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		147.84	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	03-303-000-0000-6570		346.37	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		166.22	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		163.34	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1,189.83	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		98.42	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		198.26	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		273.26	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		103.42	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		183.49	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		344.40	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		189.96	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		482.57	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		222.03	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		64.74	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		190.94	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		190.62	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		381.01	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		49.83	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		3.53	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		51.08-	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		174.15-	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
9642	**WEX BANK - Highway Dept**		**4,830.12**	**24** Transactions			
5295	**Ziegler Inc**						
	03-303-000-0000-6590		876.36	REPAIR PARTS	IN001586340	Repair & Maintenance Supplies	N
5295	**Ziegler Inc**		**876.36**	**1** Transactions			
303	**DEPT Total:**		**39,636.63**	**R&B Highway Maintenance**	**27 Vendors**	**110 Transactions**	
307	DEPT			R&B Capital Infrastructure			
10438	**Commissioner Of Revenue**						
	03-307-000-0000-6362		250.00	ROW PARCEL 11	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 12	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 13	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 17	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 19	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 24	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 25	COND USE DEEDS	Right Of Way	N
	03-307-000-0000-6362		250.00	ROW PARCEL 33	COND USE DEEDS	Right Of Way	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	03-307-000-0000-6362		250.00	ROW PARCEL 46	COND USE DEEDS	Right Of Way	N
10438	**Commissioner Of Revenue**		**2,250.00**	**9** Transactions			
11985	**Kazmerzak/Paul**						
	03-307-000-0000-6362		51.05	STATE DEED TAX	241643	Right Of Way	N
11985	**Kazmerzak/Paul**		**51.05**	**1** Transactions			
307	**DEPT Total:**		**2,301.05**	**R&B Capital Infrastructure**	**2 Vendors**	**10 Transactions**	
3	**Fund Total:**		**42,759.11**	**Road & Bridge**		**126 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
400	DEPT			Public Health Department			
13599	**AITKIN FARMER'S MARKET**						
	05-400-450-0451-6342		300.00	SHIP-CMTY PART. AWARD-AFM 06/28/2024 06/28/2024		Office Equipment Rental/Contracts	N
13599	**AITKIN FARMER'S MARKET**		**300.00**	**1** Transactions			
86222	**Aitkin Independent Age**						
	05-400-440-0410-6360		72.10	PH - SUBSCRIPTION (1 YR) 09/11/2024 09/10/2025	TAA-210245	Services, Labor, Contracts	Y
86222	**Aitkin Independent Age**		**72.10**	**1** Transactions			
9608	**AMAZON CAPITAL SERVICES (HHS only)**						
	05-400-410-0413-6430		9.99	WIC-SURGICAL TRAYS 08/07/2024 08/07/2024	193V-HQT4-3P7L	WIC - Medical Supplies	N
	05-400-440-0410-6405		9.51	AGENCY-BATTERIES 08/20/2024 08/20/2024	1F7M-NT4N-4DVQ	Office Supplies	N
	05-400-450-0451-6435		33.98	SHIP MN EATS-BF TENT TAGS 07/12/2024 07/12/2024	1F7V-CYT9-DVG3	Public Health Program Related Supplies	N
	05-400-440-0410-6405		5.27	ACCTG-TONER CARTRIDGE (CG) 08/07/2024 08/07/2024	1N3L-NG4C-3FM3	Office Supplies	N
	05-400-440-0410-6405		22.60	PH-PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
	05-400-440-0410-6405		5.30	ACCT/OSS - PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
9608	**AMAZON CAPITAL SERVICES (HHS only)**		**86.65**	**6** Transactions			
783	**Canon Financial Services, Inc**						
	05-400-440-0410-6342		288.36	PH CONTRACT CHARGE-AUG '24 08/01/2024 08/31/2024		Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		25.20	OSS CONTRACT CHARGE-AUG '24 08/01/2024 08/31/2024		Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		40.42	MAILROOM CONTRACT - AUG '24 08/01/2024 08/31/2024		Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**353.98**	**3** Transactions			
9046	**Loffler Companies, Inc.**						
	05-400-440-0410-6220		55.64	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	05-400-440-0410-6220		55.66	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
9046	**Loffler Companies, Inc.**		**111.30**	**2** Transactions			
14071	**Marco Technologies LLC**						
	05-400-440-0410-6266		133.00	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
	05-400-440-0410-6266		19.76	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
14071	**Marco Technologies LLC**		**152.76**	**2** Transactions			
1652	**Northland Fire Protection, LLC**						
	05-400-440-0410-6300		101.49	MAINTENANCE RE-CERTIFICATION	59467	Maintenance/Service Contracts	N
1652	**Northland Fire Protection, LLC**		**101.49**	**1** Transactions			
3336	**Office Of MN. IT Services**						
	05-400-440-0410-6360		2.50	LANGUAGE SERVICES 07/01/2024 07/31/2024	W24070452	Services, Labor, Contracts	N
3336	**Office Of MN. IT Services**		**2.50**	**1** Transactions			
3950	**Public Utilities**						
	05-400-440-0410-6254		345.79	ELECTRIC BILL 07/16/2024 08/16/2024	1433-00	Utilities-Gas and Electric	N
3950	**Public Utilities**		**345.79**	**1** Transactions			
88859	**Spee*Dee-St Cloud**						
	05-400-430-0408-6360		149.79	FAP SERVICE - 111 07/06/2024 08/03/2024	1076754	Services, Labor, Contracts	N
	05-400-440-0410-6205		66.57	PH SERVICE - 125/127 07/06/2024 08/03/2024	1076754	Postage	N
88859	**Spee*Dee-St Cloud**		**216.36**	**2** Transactions			
3518	**Voyageur Press Of Mcgregor, Inc**						
	05-400-420-4800-6360		150.00	UCARE GRANT--VP AD FOR MEM. BD 08/16/2024 08/16/2024		Services, Labor, Contracts	N
3518	**Voyageur Press Of Mcgregor, Inc**		**150.00**	**1** Transactions			
400	**DEPT Total:**		**1,892.93**	**Public Health Department**	**11 Vendors**	**21 Transactions**	
420	DEPT			Income Maintenance			
9608	**AMAZON CAPITAL SERVICES (HHS only)**						
	05-420-600-4800-6405		22.42	AGENCY-BATTERIES 08/20/2024 08/20/2024	1F7M-NT4N-4DVQ	Office Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	05-420-600-4800-6405		12.41	ACCTG-TONER CARTRIDGE (CG) 08/07/2024 08/07/2024	1N3L-NG4C-3FM3	Office Supplies	N
	05-420-600-4800-6405		66.33	IM-PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
	05-420-600-4800-6405		12.48	ACCT/OSS - PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
	05-420-640-4800-6405		47.01	CS-PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
9608	**AMAZON CAPITAL SERVICES (HHS only)**		**160.65**	**5** Transactions			
783	**Canon Financial Services, Inc**						
	05-420-600-4800-6342		59.39	OSS CONTRACT CHARGE-AUG '24 08/01/2024 08/31/2024		Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		95.27	MAILROOM CONTRACT - AUG '24 08/01/2024 08/31/2024		Office Equipment Rental/Contracts	N
783	**Canon Financial Services, Inc**		**154.66**	**2** Transactions			
11051	**Department of Human Services**						
	05-420-640-4800-6360		48.70	CS MONTHLY FED OFFSET FEE 07/01/2024 07/31/2024	A300C422301	Services, Labor, Contracts	N
11051	**Department of Human Services**		**48.70**	**1** Transactions			
9046	**Loffler Companies, Inc.**						
	05-420-600-4800-6220		131.13	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	05-420-640-4800-6220		32.71	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	05-420-600-4800-6220		131.16	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
	05-420-640-4800-6220		32.71	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**327.71**	**4** Transactions			
14071	**Marco Technologies LLC**						
	05-420-600-4800-6266		266.00	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
	05-420-600-4800-6266		50.16	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
	05-420-640-4800-6266		76.00	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
14071	**Marco Technologies LLC**		**392.16**	**3** Transactions			
1652	**Northland Fire Protection, LLC**						
	05-420-600-4800-6300		239.22	MAINTENANCE RE-CERTIFICATION	59467	Maintenance/Service Contracts	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
1652	**Northland Fire Protection, LLC**		**239.22**	**1** Transactions			
3336	**Office Of MN. IT Services**						
	05-420-600-4800-6360		5.89	LANGUAGE SERVICES 07/01/2024 07/31/2024	W24070452	Services, Labor, Contracts	N
3336	**Office Of MN. IT Services**		**5.89**	**1** Transactions			
3950	**Public Utilities**						
	05-420-600-4800-6254		815.07	ELECTRIC BILL 07/16/2024 08/16/2024	1433-00	Utilities-Gas and Electric	N
3950	**Public Utilities**		**815.07**	**1** Transactions			
88859	**Spee*Dee-St Cloud**						
	05-420-600-4800-6205		63.81	IM SERVICE - 101 07/06/2024 08/03/2024	1076754	Postage	N
88859	**Spee*Dee-St Cloud**		**63.81**	**1** Transactions			
15347	**St Louis County - PHHS**						
	05-420-650-4400-6211		168.90	MTM ADMIN FEE NON-FFP 06/04/2024 06/04/2024	IP-00027286	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211		337.80	MTM ADMIN FEE NON-FFP 06/18/2024 06/18/2024	IP-00027290	Medical Assistance - MTM Admin	N
15347	**St Louis County - PHHS**		**506.70**	**2** Transactions			
420	**DEPT Total:**		**2,714.57**	**Income Maintenance**	**10 Vendors**	**21 Transactions**	
430	DEPT			Social Services			
9561	**Amazon Business**						
	05-430-700-4800-6480		242.11	SS-TELE HEADSET (MR) 07/03/2024 07/03/2024	16VN-RTVC-M9PJ	Small Furniture/Equipment	N
9561	**Amazon Business**		**242.11**	**1** Transactions			
9608	**AMAZON CAPITAL SERVICES (HHS only)**						
	05-430-700-4800-6405		36.02	AGENCY-BATTERIES 08/20/2024 08/20/2024	1F7M-NT4N-4DVQ	Office Supplies	N
	05-430-700-4800-6811		21.99	SS-CLIENT RELATED-FOOT PILLOW 08/16/2024 08/16/2024	1HNK-PC7K-F3HT	Social Services - Client Related	N
	05-430-700-4800-6405		19.94	ACCTG-TONER CARTRIDGE (CG) 08/07/2024 08/07/2024	1N3L-NG4C-3FM3	Office Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	05-430-700-4800-6405		386.26	SS-PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
	05-430-700-4800-6405		20.05	ACCT/OSS - PLANNERS	1PLM-Q7JW-3JVY	Office Supplies	N
9608	**AMAZON CAPITAL SERVICES (HHS only)**		**484.26**	**5** Transactions			
783	**Canon Financial Services, Inc**						
	05-430-700-4800-6342		95.38	OSS CONTRACT CHARGE-AUG '24		Office Equipment Rental/Contracts	N
				08/01/2024 08/31/2024			
	05-430-700-4800-6342		153.01	MAILROOM CONTRACT - AUG '24		Office Equipment Rental/Contracts	N
				08/01/2024 08/31/2024			
783	**Canon Financial Services, Inc**		**248.39**	**2** Transactions			
9046	**Loffler Companies, Inc.**						
	05-430-700-4800-6220		210.62	MONTHLY TELEPHONE	4739734	Telephone	N
				06/01/2024 06/30/2024			
	05-430-700-4800-6220		210.66	MONTHLY TELEPHONE	4765757	Telephone	N
				07/01/2024 07/31/2024			
9046	**Loffler Companies, Inc.**		**421.28**	**2** Transactions			
14071	**Marco Technologies LLC**						
	05-430-700-4800-6266		551.00	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
	05-430-700-4800-6266		82.08	OFFICE 365 SUBSCRIPTION	INV12855647	Software Fees/License Fees	Y
14071	**Marco Technologies LLC**		**633.08**	**2** Transactions			
1652	**Northland Fire Protection, LLC**						
	05-430-700-4800-6300		384.19	MAINTENANCE RE-CERTIFICATION	59467	Maintenance/Service Contracts	N
1652	**Northland Fire Protection, LLC**		**384.19**	**1** Transactions			
3336	**Office Of MN. IT Services**						
	05-430-700-4800-6360		9.46	LANGUAGE SERVICES	W24070452	Services, Labor, Contracts	N
				07/01/2024 07/31/2024			
3336	**Office Of MN. IT Services**		**9.46**	**1** Transactions			
3950	**Public Utilities**						
	05-430-700-4800-6254		1,309.06	ELECTRIC BILL	1433-00	Utilities-Gas and Electric	N
				07/16/2024 08/16/2024			
3950	**Public Utilities**		**1,309.06**	**1** Transactions			
430	**DEPT Total:**		**3,731.83**	**Social Services**	**8 Vendors**	**15 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5	**Fund Total:**		**8,339.33**	**Health & Human Services**		**57 Transactions**	

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
0	DEPT				Undesignated			
	15306	**Lawyers Title Services LLC**						
		09-000-000-0000-2026		664.74	97% MRT RE-IMBURSE	REIMBURSE MRT	State Share Of Mortgage Registry (97%)	N
	15306	**Lawyers Title Services LLC**		**664.74**	**1** Transactions			
	4580	**Mn Dept Of Finance**						
		09-000-000-0000-2022		672.00	BIRTH & DEATH SURCHARGES	JULY 2024	Birth/Death Surcharges	N
		09-000-000-0000-2024		102.00	CHILDREN SURCHARGES	JULY 2024	St Share Of Birth Cert.-Children	N
		09-000-000-0000-2031		6.00	TORRENS ASSURANCE	JULY 2024	Real Estate Assurance (Was 5874 And 6	N
		09-000-000-0000-2036		4,361.50	STATE GEN FUND/LEG. SURCHARGE	JULY 2024	Recording Surcharges (Was 5871 & 6281)	N
	4580	**Mn Dept Of Finance**		**5,141.50**	**4** Transactions			
	3375	**Mn Dept Of Health**						
		09-000-000-0000-2027		680.00	STATE WELL CERTIFICATE	JULY 2024	State Well Cert Fees (Was 5097 & 6203)	N
	3375	**Mn Dept Of Health**		**680.00**	**1** Transactions			
0	**DEPT Total:**			**6,486.24**	**Undesignated**	**3 Vendors**	**6 Transactions**	
9	**Fund Total:**			**6,486.24**	**State**		**6 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
5791	**Sappi**						
	10-900-000-0000-2300		2,282.88	REFUND BOND	14551	Timber Permit Bonds	N
5791	**Sappi**		**2,282.88**	**1** Transactions			
14141	**Wayrynen/Matt**						
	10-900-000-0000-2300		316.00	REFUND BOND	14361	Timber Permit Bonds	N
14141	**Wayrynen/Matt**		**316.00**	**1** Transactions			
900	**DEPT Total:**		**2,598.88**	**Timber Permit Bonds**	**2 Vendors**	**2 Transactions**	
923	DEPT			Forfeited Tax Sales			
50	**Aitkin Body Shop, Inc**						
	10-923-000-0000-6590		484.44	2016 F150 WINDSHIELD	16872	Repair & Maintenance Supplies	N
50	**Aitkin Body Shop, Inc**		**484.44**	**1** Transactions			
86222	**Aitkin Independent Age**						
	10-923-000-0000-6230		59.49	TIMBER AUCTION BIDS	1409361	Printing, Publishing & Adv	Y
	10-923-000-0000-6230		8.51-	CREDIT FROM INVOICE 1376806	1409361	Printing, Publishing & Adv	Y
86222	**Aitkin Independent Age**		**50.98**	**2** Transactions			
195	**Aitkin Tire Shop**						
	10-923-000-0000-6590		50.00	PULL BEHIND MOWER TIRES	0063589	Repair & Maintenance Supplies	N
195	**Aitkin Tire Shop**		**50.00**	**1** Transactions			
783	**Canon Financial Services, Inc**						
	10-923-000-0000-6342		158.21	COPIER RENTAL 08/01/2024 08/31/2024	34506376	Office/Equipment-Rental	N
783	**Canon Financial Services, Inc**		**158.21**	**1** Transactions			
5893	**CTC**						
	10-923-000-0000-6254		350.00	INTERNET 08/12/2024 09/11/2024	21437677	Utilities-Gas and Electric	N
5893	**CTC**		**350.00**	**1** Transactions			
1430	**Dotzler Power Equipment**						
	10-923-000-0000-6450		65.98	20" CHAIN C83 3/8 050 72DL	40513	Field Supplies	N
	10-923-000-0000-6450		70.94	20" BAR RANCHER 3/8 050	40518	Field Supplies	N
	10-923-000-0000-6450		56.94	6 1 QT XP FUEL	40684	Field Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
1430	**Dotzler Power Equipment**		**193.86**	**3** Transactions			
9046	**Loffler Companies, Inc.**						
	10-923-000-0000-6220		43.55	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	10-923-000-0000-6220		43.56	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**87.11**	**2** Transactions			
14071	**Marco Technologies LLC**						
	10-923-000-0000-6266		285.00	OFFICE 365 SUBSCRIPTION	INV12855647	Data Processing/Computer Services	Y
14071	**Marco Technologies LLC**		**285.00**	**1** Transactions			
9692	**Minnesota Energy Resources Corporation**						
	10-923-000-0000-6254		66.72	SHOP GAS 05/29/2024 07/31/2024	5127268256	Utilities-Gas and Electric	N
9692	**Minnesota Energy Resources Corporation**		**66.72**	**1** Transactions			
1652	**Northland Fire Protection, LLC**						
	10-923-000-0000-6360		695.10	ANNUAL MAINT, TEST	59465	Miscellaneous-Services	N
1652	**Northland Fire Protection, LLC**		**695.10**	**1** Transactions			
8436	**Northland Parts**						
	10-923-000-0000-6590		26.48	HOSE GAUGE ASSY & 12OZ134A	489542	Repair & Maintenance Supplies	N
8436	**Northland Parts**		**26.48**	**1** Transactions			
5473	**Parkin/Tom**						
	10-923-000-0000-6181		180.00	2024 BOOT ALLOWANCE	082024	Safety Footwear Allowance	N
5473	**Parkin/Tom**		**180.00**	**1** Transactions			
4010	**Rasley Oil Company**						
	10-923-000-0000-6335		680.86	NL AND &2 OFF ROAD	AITCOL&PS	Gas/Vehicle Fuel Charges	N
4010	**Rasley Oil Company**		**680.86**	**1** Transactions			
12788	**Timmer Implement of Aitkin**						
	10-923-000-0000-6590		37.00	FLUID HYDRA	IA23194	Repair & Maintenance Supplies	N
12788	**Timmer Implement of Aitkin**		**37.00**	**1** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
923	**DEPT Total:**		**3,345.76**	**Forfeited Tax Sales**	**14 Vendors**	**18 Transactions**	
10	**Fund Total:**		**5,944.64**	**Trust**		**20 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
925	DEPT			Resource Management			
1818	**Glen's Sign Design**						
	11-925-000-0000-6361		80.00	2 - 15 MPH SIGNS	1230	Road Construction Service	Y
1818	**Glen's Sign Design**		**80.00**	**1** Transactions			
2099	**Harmon/Elizabeth**						
	11-925-000-0000-6330		43.78	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
2099	**Harmon/Elizabeth**		**43.78**	**1** Transactions			
2270	**Hoppe/Russell Peter**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		49.58	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
2270	**Hoppe/Russell Peter**		**84.58**	**2** Transactions			
14014	**Hughes/Steven Roger**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		57.62	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
14014	**Hughes/Steven Roger**		**92.62**	**2** Transactions			
2580	**Kangas/Robert R**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
2580	**Kangas/Robert R**		**35.00**	**1** Transactions			
11990	**Lange/David**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		45.56	NRAC MILEAGE	082024	Transportation/Travel/Parking	Y
11990	**Lange/David**		**80.56**	**2** Transactions			
12512	**MARCUM/ROBERT**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		32.16	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
12512	**MARCUM/ROBERT**		**67.16**	**2** Transactions			
8436	**Northland Parts**						
	11-925-000-0000-6590		460.20	GRADER HYD HOSE FIT & OIL MXTX	489522	Repair & Maintenance Supplies	N
8436	**Northland Parts**		**460.20**	**1** Transactions			
4070	**Riley Auto Supply**						
	11-925-000-0000-6590		24.38	JIC HOSE FITTING	644007	Repair & Maintenance Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	11-925-000-0000-6590		18.38	1/2" 5,000# HYD HOSE	644007	Repair & Maintenance Supplies	N
4070	**Riley Auto Supply**		**42.76**	**2** Transactions			
13934	**The Tire Barn**						
	11-925-000-0000-6590		558.98	GRADER TIRE MOUNT AND STEM	74610	Repair & Maintenance Supplies	N
13934	**The Tire Barn**		**558.98**	**1** Transactions			
15229	**Thompson/Dennis J**						
	11-925-000-0000-6330		28.50	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
15229	**Thompson/Dennis J**		**28.50**	**1** Transactions			
12788	**Timmer Implement of Aitkin**						
	11-925-000-0000-6590		191.48	4 BLADE CUTT	IA25890	Repair & Maintenance Supplies	N
	11-925-000-0000-6590		114.72	4 BOLT	IA25890	Repair & Maintenance Supplies	N
	11-925-000-0000-6590		51.96	4 NUT	IA25890	Repair & Maintenance Supplies	N
12788	**Timmer Implement of Aitkin**		**358.16**	**3** Transactions			
4870	**Turner/Scott A.**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		10.72	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
4870	**Turner/Scott A.**		**45.72**	**2** Transactions			
4927	**Turnock/Franklin Allen**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		40.20	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
4927	**Turnock/Franklin Allen**		**75.20**	**2** Transactions			
10017	**Tveit/Galen**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		25.46	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
10017	**Tveit/Galen**		**60.46**	**2** Transactions			
8612	**Veenker/Thomas H**						
	11-925-000-0000-6278		35.00	NRAC MEETING	082024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		53.60	NRAC MILEAGE	082024	Transportation/Travel/Parking	N
8612	**Veenker/Thomas H**		**88.60**	**2** Transactions			
925	**DEPT Total:**		**2,202.28**	**Resource Management**	**16 Vendors**	**27 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
939	DEPT			County Surveyor			
9046	**Loffler Companies, Inc.**						
	11-939-000-0000-6220		21.78	MONTHLY TELEPHONE 06/01/2024 06/30/2024	4739734	Telephone	N
	11-939-000-0000-6220		21.78	MONTHLY TELEPHONE 07/01/2024 07/31/2024	4765757	Telephone	N
9046	**Loffler Companies, Inc.**		**43.56**	**2** Transactions			
13934	**The Tire Barn**						
	11-939-000-0000-6590		63.98	2 TUBES AND INSTALL	74549	Repair & Maintenance Supplies	N
13934	**The Tire Barn**		**63.98**	**1** Transactions			
939	**DEPT Total:**		**107.54**	**County Surveyor**	**2 Vendors**	**3 Transactions**	
11	**Fund Total:**		**2,309.82**	**Forest Development**		**30 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
999999000	**BUSSJAEGER/IRENE**						
	13-943-000-0000-2001		953.00	PROPERTY TAX OVERPAYMENT - P2	2107-2108	Cur - Property Taxes	N
999999000	**BUSSJAEGER/IRENE**		**953.00**	**1** Transactions			
999999000	**DIGATONO/TODD**						
	13-943-000-0000-2001		38.00	PROPERTY TAX OVERPAYMENT - P2	2106	Cur - Property Taxes	N
999999000	**DIGATONO/TODD**		**38.00**	**1** Transactions			
999999000	**MORICAL/NICHOLAS**						
	13-943-000-0000-2001		126.00	PROPERTY TAX OVERPAYMENT - P2	2099	Cur - Property Taxes	N
999999000	**MORICAL/NICHOLAS**		**126.00**	**1** Transactions			
999999000	**SPRAGUE/CARTER**						
	13-943-000-0000-2001		14.00	PROPERTY TAX OVERPAYMENT - P2	2076	Cur - Property Taxes	N
999999000	**SPRAGUE/CARTER**		**14.00**	**1** Transactions			
943	**DEPT Total:**		**1,131.00**	**Taxes And Penalties**	**4 Vendors**	**4 Transactions**	
13	**Fund Total:**		**1,131.00**	**Taxes & Penalties**		**4 Transactions**	

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
521	DEPT				LLCC Administration			
	9829	**Julie Martin Design LLC**						
		19-521-000-0000-6230		2,775.00	WEBSITE REDESIGN- 2ND AND FINA	4908	Printing, Publishing & Adv	Y
	9829	**Julie Martin Design LLC**		**2,775.00**	**1** Transactions			
	3160	**Mille Lacs Energy Coop-Albert Lea**						
		19-521-000-0000-6254		543.40	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
		19-521-000-0000-6254		951.80	DINING HALL	271300601	Utilities-Gas and Electric	N
		19-521-000-0000-6254		1,043.76	NORTH STAR LODGE	271300703	Utilities-Gas and Electric	N
		19-521-000-0000-6254		62.35	PARKING LOT	271300801	Utilities-Gas and Electric	N
		19-521-000-0000-6254		121.36	STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
	3160	**Mille Lacs Energy Coop-Albert Lea**		**2,722.67**	**5** Transactions			
	14812	**SCI Broadband/Savage Communications**						
		19-521-000-0000-6220		685.80	PHONE AND WIRELESS	024-033167	Telephone	N
					09/01/2024 09/30/2024			
	14812	**SCI Broadband/Savage Communications**		**685.80**	**1** Transactions			
521	**DEPT Total:**			**6,183.47**	**LLCC Administration**	**3 Vendors**	**7 Transactions**	
523	DEPT				LLCC Food			
	3810	**Paulbeck's County Market**						
		19-523-000-0000-6418		18.78	GROCERIES	7684653	Groceries-Students	N
		19-523-000-0000-6418		4.79	GROCERIES	7684653	Groceries-Students	N
		19-523-000-0000-6418		8.58	GROCERIES	7684653	Groceries-Students	N
	3810	**Paulbeck's County Market**		**32.15**	**3** Transactions			
523	**DEPT Total:**			**32.15**	**LLCC Food**	**1 Vendors**	**3 Transactions**	
524	DEPT				LLCC Maintenance			
	9561	**Amazon Business**						
		19-524-000-0000-6590		94.24	FANCY MOUSE TRAPS	1RCX-RHF6-33KX	Repair & Maintenance Supplies	N
	9561	**Amazon Business**		**94.24**	**1** Transactions			
524	**DEPT Total:**			**94.24**	**LLCC Maintenance**	**1 Vendors**	**1 Transactions**	
19	**Fund Total:**			**6,309.86**	**Long Lake Conservation Center**		**11 Transactions**	

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
520	DEPT				Parks			
9561	**Amazon Business**							
	21-520-000-0000-6523			179.99	5 HP AIR COMPRESSOR MOTOR	1VXD-J3K7-3PLY	Misc Bldg & Shop Supplies	N
9561	**Amazon Business**			**179.99**	**1** Transactions			
10246	**Boyd Electric, Inc**							
	21-520-000-0000-6360		B	154.50	30 AMP GE BREAKER AT AITKIN CA	14931	Services, Labor, Contracts	N
10246	**Boyd Electric, Inc**			**154.50**	**1** Transactions			
10083	**Cedarbrook Lumber Comp**							
	21-520-000-0000-6802		Q	182.41	TREATED LUMBER FOR TRAIL KIOSK	131527	Trail Grants-State	N
	21-520-000-0000-6802		Q	46.15	TREATED LUMBER FOR TRAIL KIOSK	131528	Trail Grants-State	N
10083	**Cedarbrook Lumber Comp**			**228.56**	**2** Transactions			
10618	**Erik's Lawn Service**							
	21-520-000-0000-6360		B	535.00	AITKIN CAMPGROUND MOWING 08/01/2024 08/10/2024	10361	Services, Labor, Contracts	Y
	21-520-000-0000-6360		B	685.00	BERGLUND PARK MOWING 08/01/2024 08/10/2024	10361	Services, Labor, Contracts	Y
	21-520-000-0000-6360			235.00	ROUND LAKE BEACH MOWING 08/01/2024 08/10/2024	10361	Services, Labor, Contracts	Y
	21-520-000-0000-6360			735.00	SNAKE RIVER CAMPGROUND MOWING 08/01/2024 08/10/2024	10361	Services, Labor, Contracts	Y
10618	**Erik's Lawn Service**			**2,190.00**	**4** Transactions			
3024	**Kingsley/Russell Lee**							
	21-520-000-0000-6804		Q	2,210.00	REPAIR & MAINT CONNEC BLIND AT	082024	State Grant - Northwoods ATV-Expense	Y
3024	**Kingsley/Russell Lee**			**2,210.00**	**1** Transactions			
3160	**Mille Lacs Energy Coop-Albert Lea**							
	21-520-000-0000-6254		B	250.15	BERGLUND ELECTRIC 07/01/2024 08/01/2024	185110602	Utilities-Gas and Electric	N
3160	**Mille Lacs Energy Coop-Albert Lea**			**250.15**	**1** Transactions			
9526	**Norland Environmental Service Inc**							
	21-520-000-0000-6255		B	179.01	JACOBSON CAMPGROUND GARBAGE	4382898	Garbage	N
9526	**Norland Environmental Service Inc**			**179.01**	**1** Transactions			
8436	**Northland Parts**							

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	21-520-000-0000-6523			76.66	MISC SHOP SUPPLIES	489522	Misc Bldg & Shop Supplies	N
8436	**Northland Parts**			**76.66**	**1** Transactions			
9617	**Timber Lakes Septic Service, Inc.**							
	21-520-000-0000-6360	B		200.00	AITKIN CAMPGROUND PUMPING	40209	Services, Labor, Contracts	N
	21-520-000-0000-6360	B		200.00	AITKIN DUMP	40536	Services, Labor, Contracts	N
	21-520-000-0000-6360	B		200.00	BERGLUND DUMP	40537	Services, Labor, Contracts	N
9617	**Timber Lakes Septic Service, Inc.**			**600.00**	**3** Transactions			
13627	**Wruck Sewer and Portable Rental**							
	21-520-000-0000-6360			91.00	CITY OF MCGRATH PORTABLE	I23711	Services, Labor, Contracts	N
	21-520-000-0000-6360			91.00	SWATARA PARKING PORTABLE	I23711	Services, Labor, Contracts	N
	21-520-000-0000-6360			345.00	LONE LAKE BEACH PORTABLE	I23711	Services, Labor, Contracts	N
	21-520-000-0000-6360			173.00	ROUND LAKE BEACH PORTABLE	I23711	Services, Labor, Contracts	N
13627	**Wruck Sewer and Portable Rental**			**700.00**	**4** Transactions			
520	**DEPT Total:**			**6,768.87**	**Parks**	**10 Vendors**	**19 Transactions**	
21	**Fund Total:**			**6,768.87**	**Parks**		**19 Transactions**	
	Final Total:			**204,327.02**	**249 Vendors**	**481 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	1	117,750.20	General Fund
	2	6,527.95	Reserves Fund
	3	42,759.11	Road & Bridge
	5	8,339.33	Health & Human Services
	9	6,486.24	State
	10	5,944.64	Trust
	11	2,309.82	Forest Development
	13	1,131.00	Taxes & Penalties
	19	6,309.86	Long Lake Conservation Center
	21	6,768.87	Parks
	All Funds	204,327.02	Total

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Aitkin County

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

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
307	DEPT			R&B Capital Infrastructure			
9457	**Marvin Tretter, Inc**						
	03-307-000-0000-6262		191,661.55	CONT 20242 PMT 1	CONT 20242 PMT 1	Contract Payments	N
9457	**Marvin Tretter, Inc**		**191,661.55**	**1** Transactions			
8499	**R.C. Habeck Excavating, LLC**						
	03-307-000-0000-6262		253,596.70	CONT 20247 PMT 2	CONT 20247 PMT 2	Contract Payments	N
8499	**R.C. Habeck Excavating, LLC**		**253,596.70**	**1** Transactions			
9741	**REDSTONE CONSTRUCTION, LLC**						
	03-307-000-0000-6262		109,202.50	CONT 20243 PMT 3	CONT 20243 PMT 3	Contract Payments	Y
9741	**REDSTONE CONSTRUCTION, LLC**		**109,202.50**	**1** Transactions			
9641	**S & R REINFORCING, INC.**						
	03-307-000-0000-6262		208,325.97	CONT 20241 PMT 2	CONT 20241 PMT 2	Contract Payments	N
9641	**S & R REINFORCING, INC.**		**208,325.97**	**1** Transactions			
307	**DEPT Total:**		**762,786.72**	**R&B Capital Infrastructure**	**4 Vendors**	**4 Transactions**	
308	DEPT			R&B Equipment & Facilities			
4731	**Surplus Services**						
	03-308-000-0000-6610		5,000.00	2021 NH HOLLAND DD 108M HVY DT	12202	Equipment	N
4731	**Surplus Services**		**5,000.00**	**1** Transactions			
308	**DEPT Total:**		**5,000.00**	**R&B Equipment & Facilities**	**1 Vendors**	**1 Transactions**	
3	**Fund Total:**		**767,786.72**	**Road & Bridge**		**5 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
932	DEPT			Schools			
393	**ISD 1 Aitkin-Treasurer**						
	12-932-000-0000-2047		62,694.00	2023 TACONITE REF	07152024	Taconite Production Tax	N
	12-932-000-0000-2047		110,731.00	2023 PROD TAX	2ND HALF	Taconite Production Tax	N
393	**ISD 1 Aitkin-Treasurer**		**173,425.00**	**2** Transactions			
932	**DEPT Total:**		**173,425.00**	**Schools**	**1 Vendors**	**2 Transactions**	
12	**Fund Total:**		**173,425.00**	**Townships/Cities/ARDC/Ambulan**		**2 Transactions**	
	Final Total:		**941,211.72**	**6 Vendors**	**7 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	3	767,786.72	Road & Bridge
	12	173,425.00	Townships/Cities/ARDC/Ambulan
	All Funds	941,211.72	Total

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Aitkin County

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

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5462	**Bremer Bank (Elan ACH)**						
1	01-044-000-0000-6800		7,649.19	ELAN PD 08.29.24	08-23-2024	ELAN - Statement Payment	N
5462	**Bremer Bank (Elan ACH)**		**7,649.19**	**1** Transactions			
1 Fund Total:			**7,649.19**	**General Fund**	**1 Vendors**	**1 Transactions**	
Final Total:			**7,649.19**	**1 Vendors**	**1 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	1	7,649.19	General Fund
	All Funds	7,649.19	Total

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8410	**Bremer Bank**						
3	01-044-904-0000-6360		799.48	MED FSA CLAIMS 2024	08/15/2024	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		624.57	MED FSA CLAIMS 2024	08/16/2024	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		43.85	MED FSA CLAIMS 2024	08/20/2024	Flex Plan Withdrawals	N
14	01-044-904-0000-6360		97.14	MED FSA CLAIMS 2024	08/24/2024	Flex Plan Withdrawals	N
15	01-044-904-0000-6360		52.87	MED FSA CLAIMS 2024	08/25/2024	Flex Plan Withdrawals	N
16	01-044-904-0000-6360		616.68	DEP CARE FSA CLAIMS 2024	08/26/2024	Flex Plan Withdrawals	N
17	01-044-904-0000-6360		66.62	MED FSA CLAIMS 2024	08/26/2024	Flex Plan Withdrawals	N
12	01-044-904-0000-6379		626.50	PARTICIPANT FEES	JULY 2024	Flex Services, Labor, Etc.	N
8410	**Bremer Bank**		**2,927.71**	**8** Transactions			
1 Fund Total:			**2,927.71**	**General Fund**	**1 Vendors**	**8 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8410	**Bremer Bank**						
13	13-943-000-0000-2001		400.00	RETURNED ACI PAYMENT-SIMON	2109	Cur - Property Taxes	N
8410	**Bremer Bank**		**400.00**	**1** Transactions			
13 Fund Total:			**400.00**	**Taxes & Penalties**	**1 Vendors**	**1 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8410	**Bremer Bank**						
4	19-522-000-0000-6820		380.00	PARTIAL REFUND B. WALLSKOG	277273	Refunds & Reimbursements	N
1	19-522-000-0000-6820		51.00	REFUND-A. FRASIER NNSF	482411	Refunds & Reimbursements	N
8410	**Bremer Bank**		**431.00**	**2** Transactions			
19 Fund Total:			**431.00**	**Long Lake Conservation Center**	**1 Vendors**	**2 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8410	**Bremer Bank**						
2	21-520-000-0000-5510		140.00	CAMP REFUND - WHEELER	A - 7795	Co. Parks Campground Fees	N
7	21-520-000-0000-5510		20.00	CAMP REFUND - WENCL	A - 7814	Co. Parks Campground Fees	N
10	21-520-000-0000-5510		170.00	CAMP REFUND - KNUDSON	B - 7453	Co. Parks Campground Fees	N
9	21-520-000-0000-5510		140.00	CAMP REFUND - POE	B - 7499	Co. Parks Campground Fees	N
6	21-520-000-0000-5510		150.00	CAMP REFUND - WHEELER	B - 7816	Co. Parks Campground Fees	N
11	21-520-000-0000-5510		50.00	CAMP REFUND-THORNBLOOM	B - 7821	Co. Parks Campground Fees	N
8410	**Bremer Bank**		**670.00**	**6** Transactions			
21 Fund Total:			**670.00**	**Parks**	**1 Vendors**	**6 Transactions**	
Final Total:			**4,428.71**	**4 Vendors**	**17 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	1	2,927.71	General Fund
	13	400.00	Taxes & Penalties
	19	431.00	Long Lake Conservation Center
	21	670.00	Parks
	All Funds	4,428.71	Total

Approved by, ...

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Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Approve Aitkin Airport grant agreement

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	**provide copy of hearing notice that was published*	

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

Summary of Issue:

Please see attached FAA grant agreement for the Aitkin Airport.

The agreement has been reviewed by the County Attorney.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve FY 2024 AIP Grant Agreement for the Aitkin Municipal Airport.

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☐ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

U.S. Department of Transportation
Federal Aviation Administration

Airports Division
Great Lakes Region
Minnesota

Dakota-Minnesota Airports District Office
6020 28th Ave S, Ste 102
Minneapolis, MN 55450

August 13, 2024

Ms. Jennifer Thompson
109 First Ave NW
Aitkin, MN 56431

Dear Ms. Thompson:

The Grant Offer for Airport Improvement Program (AIP) Project **No. 3-27-0002-026-2024** at Aitkin Municipal/Steve Kurtz Field Airport is attached for execution. This letter outlines the steps you must take to properly enter into this agreement and provides other useful information. Please read the conditions, special conditions, and assurances that comprise the grant offer carefully.

You may not make any modification to the text, terms or conditions of the grant offer.

Steps You Must Take to Enter Into Agreement.

To properly enter into this agreement, you must do the following:

1. The governing body must give authority to execute the grant to the individual(s) signing the grant, i.e., the person signing the document must be the sponsor's authorized representative(s) (hereinafter "authorized representative").
2. The authorized representative must execute the grant by adding their electronic signature to the appropriate certificate at the end of the agreement.
3. Once the authorized representative has electronically signed the grant, the sponsor's attorney(s) will automatically receive an email notification.
4. On the **same day or after** the authorized representative has signed the grant, the sponsor's attorney(s) will add their electronic signature to the appropriate certificate at the end of the agreement.
5. If there are co-sponsors, the authorized representative(s) and sponsor's attorney(s) must follow the above procedures to fully execute the grant and finalize the process. Signatures must be obtained and finalized no later than **September 16, 2024.**
6. The fully executed grant will then be automatically sent to all parties as an email attachment.

Payment. Subject to the requirements in 2 CFR § 200.305 (Federal Payment), each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System.

Project Timing. The terms and conditions of this agreement require you to complete the project without undue delay and no later than the Period of Performance end date (1,460 days from the grant execution date). We will be monitoring your progress to ensure proper stewardship of these Federal funds. We expect you to submit payment requests for reimbursement of allowable incurred project expenses consistent with project progress. Your grant may be placed in "inactive" status if you do not make draws on a regular basis, which will affect your ability to receive future grant offers. Costs incurred after the

Period of Performance ends are generally not allowable and will be rejected unless authorized by the FAA in advance.

Reporting. Until the grant is completed and closed, you are responsible for submitting formal reports as follows:

- For all grants, you must submit by December 31st of each year this grant is open:
  1. A signed/dated SF-270 (Request for Advance or Reimbursement for non-construction projects) or SF-271 or equivalent (Outlay Report and Request for Reimbursement for Construction Programs), and
  2. An SF-425 (Federal Financial Report).
- For non-construction projects, you must submit FAA Form 5100-140, Performance Report within 30 days of the end of the Federal fiscal year.
- For construction projects, you must submit FAA Form 5370-1, Construction Progress and Inspection Report, within 30 days of the end of each Federal fiscal quarter.

Audit Requirements. As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR Part 200. Subpart F requires non-Federal entities that expend $750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to ensure your organization will comply with applicable audit requirements and standards.

Closeout. Once the project(s) is completed and all costs are determined, we ask that you work with your FAA contact indicated below to close the project without delay and submit the necessary final closeout documentation as required by your Region/Airports District Office.

FAA Contact Information. Gaven O Hair, (612) 253-4637, gaven.t.o'hair@faa.gov is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein.

We sincerely value your cooperation in these efforts and look forward to working with you to complete this important project.

Sincerely,

E. Lindsay Terry
Manager

U.S. Department
of Transportation
Federal Aviation
Administration

FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM (AIP)

FY 2024 AIP

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date	August 13, 2024
Airport/Planning Area	Aitkin Municipal/Steve Kurtz Field Airport
Airport Infrastructure Grant Number	3-27-0002-026-2024
Unique Entity Identifier	XRFKA2FKJP42

TO: City of Aitkin and County of Aitkin

(herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Grant Agreement also applies to a Co-Sponsor.)

This grant channels through the State of Minnesota.

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated August 08, 2024, for a grant of Federal funds for a project at or associated with the Aitkin Municipal/Steve Kurtz Field Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Aitkin Municipal/Steve Kurtz Field Airport (herein called the "Project") consisting of the following:

ALP Update

which is more fully described in the Project Application.

NOW THEREFORE, Pursuant to and for the purpose of carrying out the Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018

(Public Law Number (P.L.) 115-254); the Department of Transportation Appropriations Act, 2021 (P.L. 116-260, Division L); the Consolidated Appropriations Act, 2022 (P.L. 117-103); Consolidated Appropriations Act, 2023 (P.L. 117-328); Consolidated Appropriations Act, 2024 (P.L. 118-42); FAA Reauthorization Act of 2024 (P.L. 118-63); and the representations contained in the Project Application; and in consideration of: (a) the Sponsor's adoption and ratification of the Grant Assurances dated May 2022, interpreted and applied consistent with the FAA Reauthorization Act of 2024 per Reauthorization Grant Condition 30 below; (b) the Sponsor's acceptance of this Offer; and (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurance and conditions as herein provided;

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay (90) % of the allowable costs incurred accomplishing the Project as the United States share of the Project.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **$76,500.**

   The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):
   $76,500 for planning
   $0 for airport development or noise program implementation; and,
   $0 for land acquisition.

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

   a. Period of Performance:

      1. Shall start on the date the Sponsor formally accepts this Agreement and is the date signed by the last Sponsor signatory to the Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.

      2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods (2 Code of Federal Regulations (CFR) § 200.1).

   b. Budget Period:

      1. For this Grant is 4 years (1,460 calendar days) and follows the same start and end date as the Period of Performance provided in paragraph 2(a)(1). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
      2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to 2 CFR § 200.308.

   c. Close Out and Termination

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the Period of Performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the Period of Performance end date with the information available at the end of 120 days (2 CFR § 200.344).
2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.

3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.

4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.

5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with 49 U.S.C. § 47109, the regulations, policies, and procedures of the Secretary of Transportation ("Secretary"), and any superseding legislation. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.

6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this Agreement, 49 U.S.C. Chapters 471 and 475, the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report and request prior FAA approval for any disengagement from performing the project that exceeds three months or a 25 percent reduction in time devoted to the project. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the grant assurances, which are part of this Agreement.

7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.

8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **September 16, 2024**, or such subsequent date as may be prescribed in writing by the FAA.

9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this Grant Agreement.

11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**

    a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR § 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at http://www.sam.gov).

    b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at https://sam.gov/content/entity-registration.

12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this Agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.

13. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by $25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

    The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of Condition No. 1, Maximum Obligation.

    The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

    An informal letter amendment has the same force and effect as a formal grant amendment.

14. **Environmental Standards.** The Sponsor is required to comply with all applicable environmental standards, as further defined in the Grant Assurances, for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.

15. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

16. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 U.S.C. § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this Grant. The Sponsor will include a provision implementing Buy American in every contract and subcontract awarded under this Grant.

17. **Build America, Buy America.** The Sponsor must comply with the requirements under the Build America, Buy America Act (P.L. 117-58).

18. **Maximum Obligation Increase.** In accordance with 49 U.S.C. § 47108(b)(3), as amended, the maximum obligation of the United States, as stated in Condition No. 1, Maximum Obligation, of this Grant:

    a. May not be increased for a planning project;

    b. May be increased by not more than 15 percent for development projects, if funds are available;

    c. May be increased by not more than the greater of the following for a land project, if funds are available:

        1. 15 percent; or

        2. 25 percent of the total increase in allowable project costs attributable to acquiring an interest in the land.

    If the Sponsor requests an increase, any eligible increase in funding will be subject to the United States Government share as provided in 49 U.S.C. § 47110, or other superseding legislation if applicable, for the fiscal year appropriation with which the increase is funded. The FAA is not responsible for the same Federal share provided herein for any amount increased over the initial grant amount. The FAA may adjust the Federal share as applicable through an informal letter of amendment.

19. **Audits for Sponsors.**

    PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at http://harvester.census.gov/facweb/. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA. Sponsors that expend less than $750,000 in Federal awards and are exempt from Federal audit requirements must make records available for review or audit by the appropriate Federal agency officials, State, and Government Accountability Office. The FAA and other appropriate Federal agencies may request additional information to meet all Federal audit requirements.

20. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:

    a. Verify the non-Federal entity is eligible to participate in this Federal program by:

        1. Checking the System for Award Management Exclusions in the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
        2. Collecting a certification statement from the non-Federal entity attesting they are not excluded or disqualified from participating; or

        3. Adding a clause or condition to covered transactions attesting the individual or firm are not excluded or disqualified from participating.

    b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions with their contractors and sub-contractors.

c. Immediately disclose in writing to the FAA whenever (1) the Sponsor learns they have entered into a covered transaction with an ineligible entity or (2) the Public Sponsor suspends or debars a contractor, person, or entity.

21. **Ban on Texting While Driving.**

a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:

1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.

2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:

i. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

ii. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded with this Grant.

22. **Trafficking in Persons.**

a. *Posting of contact information.*

1. The Sponsor must post the contact information of the national human trafficking hotline (including options to reach out to the hotline such as through phone, text, or TTY) in all public airport restrooms.

b. *Provisions applicable to a recipient that is a private entity.*

1. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not:

i. Engage in severe forms of trafficking in persons during the period of time that the Grant and applicable conditions are in effect;

ii. Procure a commercial sex act during the period of time that the Grant and applicable conditions are in effect; or

iii. Use forced labor in the performance of the Grant or any subgrants under this Grant.

2. We as the Federal awarding agency, may unilaterally terminate this Grant, without penalty, if you or a subrecipient that is a private entity –

i. Is determined to have violated a prohibition in paragraph (b) of this Grant Condition; or

ii. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated a prohibition in paragraph (b) of this Grant Condition through conduct that is either –

a) Associated with performance under this Grant; or

b) Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 1200.

c. *Provision applicable to a recipient other than a private entity.* We as the Federal awarding agency may unilaterally terminate this Grant, without penalty, if a subrecipient that is a private entity –

1. Is determined to have violated an applicable prohibition in paragraph (b) of this Grant Condition; or

2. Has an employee who is determined by the agency official authorized to terminate the Grant to have violated an applicable prohibition in paragraph (b) of this Grant Condition through conduct that is either –

   i. Associated with performance under this Grant; or

   ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," as implemented by our agency at 2 CFR Part 1200.

d. *Provisions applicable to any recipient.*

1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph (b) of this Grant Condition.

2. Our right to terminate unilaterally that is described in paragraph (b) or (c) of this Grant Condition:

   i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended [22 U.S.C. § 7104(g)], and
   ii. Is in addition to all other remedies for noncompliance that are available to us under this Grant.

3. You must include the requirements of paragraph (b) of this Grant Condition in any subgrant you make to a private entity.

e. *Definitions.* For purposes of this Grant Condition:

1. "Employee" means either:

   i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this Grant; or

   ii. Another person engaged in the performance of the project or program under this Grant and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.

2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

3. "Private entity":

i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR § 175.25.

ii. Includes:

a) A nonprofit organization, including any nonprofit institute of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR § 175.25(b).

b) A for-profit organization.

4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. § 7102).

23. **AIP Funded Work Included in a PFC Application.** Within 120 days of acceptance of this Grant Agreement, the Sponsor must submit to the FAA an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this Grant Agreement as described in the project application. The airport sponsor may not make any expenditure under this Grant Agreement until project work addressed under this Grant Agreement is removed from an approved PFC application by amendment.

24. **Exhibit "A" Property Map.** The Exhibit "A" Property Map dated August 18, 2022, is incorporated herein by reference or is submitted with the project application and made part of this Grant Agreement.

25. **Employee Protection from Reprisal.**

a. Prohibition of Reprisals.

1. In accordance with 41 U.S.C. § 4712, an employee of a Sponsor, grantee, subgrantee, contractor, or subcontractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (a)(2) below, information that the employee reasonably believes is evidence of:

i. Gross mismanagement of a Federal grant;

ii. Gross waste of Federal funds;

iii. An abuse of authority relating to implementation or use of Federal funds;

iv. A substantial and specific danger to public health or safety; or

v. A violation of law, rule, or regulation related to a Federal grant.

2. Persons and bodies covered. The persons and bodies to which a disclosure by an employee is covered are as follows:

i. A member of Congress or a representative of a committee of Congress;

ii. An Inspector General;

iii. The Government Accountability Office;

iv. A Federal employee responsible for contract or grant oversight or management at the relevant agency;

v. A court or grand jury;

vi. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or

vii. An authorized official of the Department of Justice or other law enforcement agency.

b. Investigation of Complaints.

1. Submission of Complaint. A person who believes that they have been subjected to a reprisal prohibited by paragraph (a) of this Condition may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.

2. Time Limitation for Submittal of a Complaint. A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.

3. Required Actions of the Inspector General. Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).

c. Remedy and Enforcement Authority.

1. Assumption of Rights to Civil Remedy. Upon receipt of an explanation of a decision not to conduct or continue an investigation by the OIG, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c)(2).

26. **Prohibited Telecommunications and Video Surveillance Services and Equipment.** The Sponsor agrees to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [P.L. 115-232 § 889(f)(1)] and 2 CFR § 200.216.

27. **Critical Infrastructure Security and Resilience.** The Sponsor acknowledges that it has considered and addressed physical and cybersecurity and resilience in their project planning, design, and oversight, as determined by the DOT and the Department of Homeland Security (DHS). For airports that do not have specific DOT or DHS cybersecurity requirements, the FAA encourages the voluntary adoption of the cybersecurity requirements from the Transportation Security Administration and Federal Security Director identified for security risk Category X airports.

28. **Title VI of the Civil Rights Act.** As a condition of a grant award, the Sponsor shall demonstrate that it complies with the provisions of Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq) and implementing regulations (49 CFR part 21), the Airport and Airway Improvement Act of 1982 (49 U.S.C. § 47123), the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, et seq.), U.S. Department of Transportation and Federal Aviation Administration (FAA) Assurances, and other relevant civil rights statutes, regulations, or authorities. This may include, as applicable, providing a current Title VI Program Plan and a Community Participation Plan (alternatively may be called a Public Participation Plan) to the FAA for approval, in the format and according to the timeline required by the FAA, and other information about the communities that will be benefited and impacted by the project. A completed FAA Title VI Pre-Grant Award Checklist is also required for every grant application, unless excused by the FAA. The Sponsor shall affirmatively ensure that when carrying out any project supported by this grant that it complies with all federal nondiscrimination and civil rights laws based on race, color, national origin (including limited English proficiency), sex (including sexual orientation and gender identity), creed, age, disability, genetic information, or environmental justice in consideration for federal financial assistance. The Sponsor, who has not sufficiently demonstrated the conditions of compliance with civil rights requirements will be required to do so before receiving funds. The Department's and FAA's Office of Civil Rights

may provide resources and technical assistance to recipients to ensure full and sustainable compliance with Federal civil rights requirements. Failure to comply with civil rights requirements will be considered a violation of the agreement or contract and be subject to any enforcement action as authorized by law.

29. **FAA Reauthorization Act of 2024.** This grant agreement is subject to the terms and conditions contained herein including the terms known as the Grant Assurances as they were published in the Federal Register on May 2022. On May 16, 2024, the FAA Reauthorization Act of 2024 made certain amendments to 49 U.S.C. chapter 471. The Reauthorization Act will require FAA to make certain amendments to the assurances in order to best achieve consistency with the statute. Federal law requires that FAA publish any amendments to the assurances in the Federal Register along with an opportunity to comment. In order not to delay the offer of this grant, the existing assurances are attached herein; however, FAA shall interpret and apply these assurances consistent with the Reauthorization Act. To the extent there is a conflict between the assurances and Federal statutes, the statutes shall apply. The full text of the FAA Reauthorization Act of 2024 is at https://www.congress.gov/bill/118th-congress/house-bill/3935/text.

SPECIAL CONDITIONS

30. **Airport Layout Plan.** The Sponsor understands and agrees to update the Airport Layout Plan to reflect the construction to standards satisfactory to the FAA and submit it in final form to the FAA as prescribed by 49 U.S.C. § 47107(a)(16). It is further mutually agreed that the reasonable cost of developing said Airport Layout Plan Map is an allowable cost within the scope of this project, if applicable. Airport Sponsors Grant Assurance 29 further addresses the Sponsor's statutory obligations to maintain an airport layout plan in accordance with 49 U.S.C. § 47107(a)(16).

31. **Environmental.** The environmental approval for this project was issued on 05/22/2024 This project includes the following mitigation measures:

    Simple Written Record.

    The Sponsor understands and agrees to complete the above-listed mitigation measures to standards satisfactory to the FAA. It is further mutually agreed that the reasonable cost of completing these mitigation measures is an allowable cost within the scope of this project.

32. **Master Plan Coordination.** The Sponsor agrees to coordinate this master planning study with metropolitan planning organizations, other local planning agencies, and with the State Airport System Plan prepared by the State's Department of Transportation and consider any pertinent information, data, projections, and forecasts which are currently available or as will become available. The Sponsor agrees to consider any State Clearinghouse comments and to furnish a copy of the final report to the State's Department of Transportation.

33. **Buy American Executive Orders.** The Sponsor agrees to abide by applicable Executive Orders in effect at the time this Grant Agreement is executed, including Executive Order 14005, Ensuring the Future Is Made in All of America by All of America's Workers.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the Grant Assurances, terms, and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[1]

UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION

E. Lindsay Terry

(Signature)

E. Lindsay Terry

(Typed Name)

Manager, FAA-DMA-ADO

(Title of FAA Official)

[1] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[2]

Dated August 26, 2024

City of Aitkin and County of Aitkin

(Name of Sponsor)

Jennifer Thompson

Jennifer Thompson (Aug 26, 2024 15:25 CDT)

(Signature of Sponsor's Authorized Official)

By: Jennifer Thompson

(Typed Name of Sponsor's Authorized Official)

Title: City Administrator

(Title of Sponsor's Authorized Official)

[2] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the Grant Assurances, terms, and conditions in this Offer and in the Project Application.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[3]

Dated _____

City of Aitkin and County of Aitkin
(Name of Sponsor)

_____
(Signature of Sponsor's Authorized Official)

By: _____
(Typed Name of Sponsor's Authorized Official)

Title: _____
(Title of Sponsor's Authorized Official)

[3] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, , acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Minnesota. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State; and Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018 (P.L. 115-254); the Department of Transportation Appropriations Act, 2021 (P.L. 116-260, Division L); the Consolidated Appropriations Act, 2022 (P.L. 117-103); Consolidated Appropriations Act, 2023 (P.L. 117-328); Consolidated Appropriations Act, 2024 (P.L. 118-42); FAA Reauthorization Act of 2024 (P.L. 118-63); and the representations contained in the Project Application. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[4]

Dated at _____

By: _____
(Signature of Sponsor's Attorney)

[4] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

I, , acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Minnesota. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative, who has been duly authorized to execute this Grant Agreement, which is in all respects due and proper and in accordance with the laws of the said State; and Title 49, United States Code (U.S.C.), Chapters 471 and 475; 49 U.S.C. §§ 40101 et seq., and 48103; FAA Reauthorization Act of 2018 (P.L. 115-254); the Department of Transportation Appropriations Act, 2021 (P.L. 116-260, Division L); the Consolidated Appropriations Act, 2022 (P.L. 117-103); Consolidated Appropriations Act, 2023 (P.L. 117-328); Consolidated Appropriations Act, 2024 (P.L. 118-42); FAA Reauthorization Act of 2024 (P.L. 118-63); and the representations contained in the Project Application. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.[5]

Dated at _____

By: _____
(Signature of Sponsor's Attorney)

[5] Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. § 1001 (False Statements) and could subject you to fines, imprisonment, or both.

ASSURANCES

AIRPORT SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

1. **Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.**

   The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. **Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.**

   The preceding paragraph (1) also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. **Airport Planning Undertaken by a Sponsor.**

   Unless otherwise specified in this Grant Agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 23, 25, 30, 32, 33, 34, and 37 in Section C apply to planning projects. The terms, conditions, and assurances of this Grant Agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including but not limited to the following:

FEDERAL LEGISLATION

a. 49 U.S.C. subtitle VII, as amended.

b. Davis-Bacon Act, as amended — 40 U.S.C. §§ 3141-3144, 3146, and 3147, et seq.[1]

c. Federal Fair Labor Standards Act – 29 U.S.C. § 201, et seq.

d. Hatch Act – 5 U.S.C. § 1501, et seq.[2]

e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601, et seq.[1, 2]

f. National Historic Preservation Act of 1966 – Section 106 – 54 U.S.C. § 306108.[1]

g. Archeological and Historic Preservation Act of 1974 – 54 U.S.C. § 312501, et seq.[1]

h. Native Americans Grave Repatriation Act – 25 U.S.C. § 3001, et seq.

i. Clean Air Act, P.L. 90-148, as amended – 42 U.S.C. § 7401, et seq.

j. Coastal Zone Management Act, P.L. 92-583, as amended – 16 U.S.C. § 1451, et seq.

k. Flood Disaster Protection Act of 1973 – Section 102(a) - 42 U.S.C. § 4012a.[1]

l. 49 U.S.C. § 303, (formerly known as Section 4(f)).

m. Rehabilitation Act of 1973 – 29 U.S.C. § 794.

n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).

o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).

p. Age Discrimination Act of 1975 – 42 U.S.C. § 6101, et seq.

q. American Indian Religious Freedom Act, P.L. 95-341, as amended.

r. Architectural Barriers Act of 1968, as amended – 42 U.S.C. § 4151, et seq.[1]

s. Powerplant and Industrial Fuel Use Act of 1978 – Section 403 – 42 U.S.C. § 8373.[1]

t. Contract Work Hours and Safety Standards Act – 40 U.S.C. § 3701, et seq.[1]

u. Copeland Anti-kickback Act – 18 U.S.C. § 874.[1]

v. National Environmental Policy Act of 1969 – 42 U.S.C. § 4321, et seq.[1]

w. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. § 1271, et seq.

x. Single Audit Act of 1984 – 31 U.S.C. § 7501, et seq.[2]

y. Drug-Free Workplace Act of 1988 – 41 U.S.C. §§ 8101 through 8105.

z. The Federal Funding Accountability and Transparency Act of 2006, as amended (P.L. 109-282, as amended by section 6202 of P.L. 110-252).

aa. Civil Rights Restoration Act of 1987, P.L. 100-259.

bb. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

a. Executive Order 11246 – Equal Employment Opportunity[1]

b. Executive Order 11990 – Protection of Wetlands

c. Executive Order 11998 – Flood Plain Management

d. Executive Order 12372 – Intergovernmental Review of Federal Programs

e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction[1]

f. Executive Order 12898 – Environmental Justice

g. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency

h. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government

i. Executive Order 13988 - Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation

j. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers

k. Executive Order 14008 – Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).

b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [4, 5]

c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.

d. 14 CFR Part 13 – Investigative and Enforcement Procedures.

e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.

f. 14 CFR Part 150 – Airport Noise Compatibility Planning.

g. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.

h. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.

i. 29 CFR Part 1 – Procedures for Predetermination of Wage Rates.[1]

j. 29 CFR Part 3 – Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States.[1]

k. 29 CFR Part 5 – Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (Also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act).[1]

l. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally-assisted contracting requirements).[1]

m. 49 CFR Part 20 – New Restrictions on Lobbying.

n. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964.

o. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.

p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs.[1, 2]

q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.

r. 49 CFR Part 27 – Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance.[1]

s. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.

t. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.

u. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance).

v. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).

w. 49 CFR Part 38 – Americans with Disabilities Act (ADA) Accessibility Specifications for Transportation Vehicles.

x. 49 CFR Part 41 – Seismic Safety.

FOOTNOTES TO ASSURANCE (C)(1)

[1] These laws do not apply to airport planning sponsors.

[2] These laws do not apply to private sponsors.

[3] 2 CFR Part 200 contains requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

[4] Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

[5] Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this Grant Agreement which it will own or control.

4. Good Title.

a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.

b. Subject to the FAA Act of 2018, Public Law 115-254, Section 163, it will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this Grant Agreement without approval by the

Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this Grant Agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this Grant Agreement.

c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.

e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.

f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with Title 49, United States Code, the regulations and the terms, conditions and assurances in this Grant Agreement and shall ensure that such arrangement also requires compliance therewith.

g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance-Management.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under 49 U.S.C. § 44706, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United

States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of $2,000 for work on any projects funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor under 40 U.S.C. §§ 3141-3144, 3146, and 3147, Public Building, Property, and Works), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in 49 U.S.C. § 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this Grant Agreement, and, upon approval of the Secretary, shall be incorporated into this Grant Agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this Grant Agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.

b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.

c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.

d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.

e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.

f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.

g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.

h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, state, and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:

1. Operating the airport's aeronautical facilities whenever required;

2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and

3. Promptly notifying pilots of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood, or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.

b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.

b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to:

   1. Furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and

   2. Charge reasonable, and not unjustly discriminatory, prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

c. Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.

d. Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.

e. Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.

f. It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees (including, but not limited to maintenance, repair, and fueling) that it may choose to perform.

g. In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.

h. The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

i. The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and

b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a Grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:

1. If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the

revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.

2. If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.

3. Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at 49 U.S.C. § 47102), if the FAA determines the airport sponsor meets the requirements set forth in Section 813 of Public Law 112-95.

b. As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.

c. Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of 49 U.S.C. § 47107.

26. Reports and Inspections.

It will:

a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;

b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;

c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this Grant Agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and

d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:

1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and

2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that:

a. Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or

b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied by gross weights of such aircraft) is in excess of five million pounds.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:

1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;

2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;

3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and

4. all proposed and existing access points used to taxi aircraft across the airport's property boundary.

Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities

which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary:

   1. eliminate such adverse effect in a manner approved by the Secretary; or

   2. bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4); creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this Grant.

a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

   1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.

   2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

   3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

   The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or

structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
2. So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

"The (City of Aitkin and County of Aitkin), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award."

e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the Department of Transportation (DOT), and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
    a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
    b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

1. Reinvestment in an approved noise compatibility project;
2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport; or
5. Payment to the Secretary for deposit in the Airport and Airway Trust Fund.

If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.

b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order:

1. Reinvestment in an approved noise compatibility project;
2. Reinvestment in an approved project that is eligible for grant funding under 49 U.S.C. § 47117(e);
3. Reinvestment in an approved airport development project that is eligible for grant funding under 49 U.S.C. §§ 47114, 47115, or 47117;
4. Transfer to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport.

c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-

sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.

d. Disposition of such land under (a), (b), or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out any project funded under an Airport Improvement Program Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars (https://www.faa.gov/airports/aip/media/aip-pfc-checklist.pdf) for AIP projects as of August 08, 2024.

35. Relocation and Real Property Acquisition.

a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.

b. It will provide a relocation assistance program offering the services described in Subpart C of 49 CFR Part 24 and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.

c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin, or sex, in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

a. If the airport owner or operator of a medium or large hub airport (as defined in 49 U.S.C. § 47102) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that:

   1. Describes the requests;
   2. Provides an explanation as to why the requests could not be accommodated; and
   3. Provides a time frame within which, if any, the airport will be able to accommodate the requests.

b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.

ASSURANCES
PLANNING AGENCY SPONSORS

A. General.

1. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
2. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
3. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this Grant Agreement.

B. Duration and Applicability.

The terms, conditions and assurances of this Grant Agreement shall remain in full force and effect during the life of the project.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

FEDERAL LEGISLATION

a. 49, U.S.C. subtitle VII, as amended.
b. Federal Fair Labor Standards Act - 29 U.S.C. § 201, et seq.
c. Hatch Act – 5 U.S.C. § 1501, et seq.[1]
d. Rehabilitation Act of 1973 – 29 U.S.C. § 794.
e. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
f. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.) (prohibits discrimination on the basis of disability).
g. Age Discrimination Act of 1975 - 42 U.S.C. § 6101, et seq.
h. Single Audit Act of 1984 - 31 U.S.C. § 7501, et seq.[1]
i. Drug-Free Workplace Act of 1988 - 41 U.S.C. §§ 8101 through 8105.
j. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Public Law 110-252).

k. Build America, Buy America Act, P.L. 117-58, Title IX.

EXECUTIVE ORDERS

a. Executive Order 12372 - Intergovernmental Review of Federal Programs

b. Executive Order 13166 – Improving Access to Services for Persons with Limited English Proficiency

c. Executive Order 13985 – Executive Order on Advancing Racial Equity and Support for Underserved Communities Through the Federal Government

d. Executive Order 13988 – Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation

e. Executive Order 14005 – Ensuring the Future is Made in all of America by All of America's Workers

f. Executive Order 14008 - Tackling the Climate Crisis at Home and Abroad

FEDERAL REGULATIONS

a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).

b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [3, 4]

c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.

d. 14 CFR Part 13 – Investigative and Enforcement Procedures.

e. 14 CFR Part 16 – Rules of Practice for Federally-Assisted Airport Enforcement Proceedings.

f. 28 CFR Part 35 – Nondiscrimination on the Basis of Disability in State and Local Government Services.

g. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for the Enforcement of Title VI of the Civil Rights Act of 1964.

h. 49 CFR Part 20 – New Restrictions on Lobbying.

i. 49 CFR Part 21 – Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964.

j. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs.

k. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation.

l. 49 CFR Part 30 – Denial of Public Works Contracts to Suppliers of Goods and Services of Countries That Deny Procurement Market Access to U.S. Contractors.

m. 49 CFR Part 32 – Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)

FOOTNOTES TO ASSURANCE (C)(1)

[1] These laws do not apply to private sponsors.

[2] 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation shall

apply where applicable to private sponsors receiving Federal assistance under Title 49, United States Code.

[3] Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

[4] Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this Grant Agreement.

2. **Responsibility and Authority of the Sponsor.**

   It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

3. **Sponsor Fund Availability.**

   It has sufficient funds available for that portion of the project costs which are not to be paid by the United States.

4. **Preserving Rights and Powers**

   It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary.

5. **Consistency with Local Plans.**

   The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies in the planning area.

6. **Accounting System, Audit, and Record Keeping Requirements**

   a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the project in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

   b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this Grant was given or used, it shall file a certified

copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

7. Planning Projects

In carrying out planning projects:

a. It will execute the project in accordance with the approved program narrative contained in the project application or with modifications similarly approved.

b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.

c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.

d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.

e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.

f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.

g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.

h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not mean constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

8. Reports and Inspections.

It will submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request.

9. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, color, and national origin (including limited English proficiency) in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4; creed and sex (including sexual orientation and gender identity) per 49 U.S.C. § 47123 and related requirements; age per the Age Discrimination Act of 1975 and related requirements; or disability per the Americans with Disabilities Act of 1990 and related requirements, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program and activity conducted with, or benefiting from, funds received from this grant.

a. Using the definitions of activity, facility, and program as found and defined in 49 CFR §§ 21.23(b) and 21.23(e), the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.

b. Applicability

1. Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.

2. Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.

3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or

2. So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language.

It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this Grant Agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

"The (City of Aitkin and County of Aitkin), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award."

e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.

2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.

3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.

4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:

    a. For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

    b. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

10. Engineering and Design Services.

If any phase of such project has received Federal funds under Chapter 471 subchapter 1 of Title 49 U.S.C., it will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services in the same manner as a contract for architectural and engineering services is negotiated under Chapter 11 of Title 40 U S.C., or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

11. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

12. Policies, Standards, and Specifications.

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary.

13. Disadvantaged Business Enterprises.

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26, and as approved by DOT, is incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. § 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. §§ 3801-3809, 3812).

Certification and Disclosure Regarding Potential Conflicts of Interest
Airport Improvement Program Sponsor Certification

Sponsor: City of Aitkin and Aitkin County

Airport: Aitkin Municipal Airport

Project Number: 3-27-0002-026-2024

Description of Work: ALP Update

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

a) The employee, officer or agent,

b) Any member of his immediate family,

c) His or her partner, or

d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

   ☑ Yes ☐ No ☐ N/A

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

   ☑ Yes ☐ No ☐ N/A

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

   ☑ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

August 26, 2024

Name of Sponsor:

Name of Sponsor's Authorized Official: Jennifer Thompson

Title of Sponsor's Authorized Official: City Administrator

Signature of Sponsor's Authorized Official: Jennifer Thompson
Jennifer Thompson (Aug 26, 2024 15:25 CDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants
Airport Improvement Program Sponsor Certification

Sponsor: City of Aitkin and Aitkin County

Airport: Aitkin Municipal Airport

Project Number: 3-27-0002-026-2024

Description of Work: ALP Update

Application
49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements
Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).

   ☑ Yes ☐ No ☐ N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).

   ☑ Yes ☐ No ☐ N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).

   ☑ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).

☑ Yes ☐ No ☐ N/A

5. Sponsor has publicized or will publicize a RFQ that:

   a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and

   b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).

☑ Yes ☐ No ☐ N/A

6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).

☑ Yes ☐ No ☐ N/A

7. Sponsor has verified or will verify that agreements exceeding $25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).

☑ Yes ☐ No ☐ N/A

8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:

   a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and

   b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).

☑ Yes ☐ No ☐ N/A

9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR §200.323).

☑ Yes ☐ No ☐ N/A

10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR §200.302).

☑ Yes ☐ No ☐ N/A

11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).

☑ Yes ☐ No ☐ N/A

12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)

☑ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:
    a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
    b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
    c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

    ☑ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

    ☑ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

August 26, 2024

Name of Sponsor:

Name of Sponsor's Authorized Official: Jennifer Thompson

Title of Sponsor's Authorized Official: City Administrator

Signature of Sponsor's Authorized Official: Jennifer Thompson
Jennifer Thompson (Aug 26, 2024 15:25 CDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Drug-Free Workplace
Airport Improvement Program Sponsor Certification

Sponsor: City of Aitkin and Aitkin County

Airport: Aitkin Municipal Airport

Project Number: 3-27-0002-026-2024

Description of Work: ALP Update

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

   ☑ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

   a. The dangers of drug abuse in the workplace;

   b. The sponsor's policy of maintaining a drug-free workplace;

   c. Any available drug counseling, rehabilitation, and employee assistance programs; and

   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

   ☑ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

   ☑ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

   a. Abide by the terms of the statement; and

   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

   ☑ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

   ☑ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

   a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and

   b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

   ☑ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

   ☑ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1
Name of Location: Aitkin Municipal Airport
Address: 1190 Air Park Drive, Aitkin, MN 56431

Location 2 (if applicable)
Name of Location:
Address:

Location 3 (if applicable)
Name of Location:
Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

August 26, 2024

Name of Sponsor:

Name of Sponsor's Authorized Official: Jennifer Thompson

Title of Sponsor's Authorized Official: City Administrator

Signature of Sponsor's Authorized Official: Jennifer Thompson
Jennifer Thompson (Aug 26, 2024 15:25 CDT)

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Aitkin County

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

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

Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8410	**Bremer Bank**						
1	05-420-650-0000-5832		53.92	MA SPENDDOWN 08/27/2024 08/27/2024		MA Recoveries	N
8410	**Bremer Bank**		**53.92**	**1** Transactions			
5 Fund Total:			**53.92**	**Health & Human Services**	**1 Vendors**	**1 Transactions**	
Final Total:			**53.92**	**1 Vendors**	**1 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	5	53.92	Health & Human Services
	All Funds	53.92	Total

Approved by, ...

. . . . . .

. . . . . .

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Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Approval of H&HS August 27th Bills

☐ 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: Paula Arimborgo	**Department:** H&HS Administration
Presenter (Name and Title): N/A	**Estimated Time Needed:** N/A

Summary of Issue:

Approve H&HS bills from August 27th County Board meeting.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve the H&HS August 27th bills.

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☐ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

Aitkin County

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

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

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	360	**Arrowhead Econ Opp Agency**						
1		05-430-720-3370-6038		904.39	DWP Empl Service-Qtrly Pmt 202 07/01/2024 09/30/2024		Mfip-Employment Services	N
2		05-430-720-3370-6038		14,850.36	MFIP Empl Service-Qtrly Paymen 07/01/2024 09/30/2024		Mfip-Employment Services	N
	360	**Arrowhead Econ Opp Agency**		**15,754.75**	**2 Transactions**			
	10286	**Arrows Family Services**						
3		05-430-710-3190-6020		17.00	Supervised visitation - case c 07/11/2024 07/11/2024		Court Related Services & Activities	N
	10286	**Arrows Family Services**		**17.00**	**1 Transactions**			
	11051	**Department of Human Services**						
7		05-430-720-3110-6069		361.00	BSFE County Match Invoice #A30 07/01/2024 07/31/2024		Bsf Child Care	N
	11051	**Department of Human Services**		**361.00**	**1 Transactions**			
	10342	**DHS-Anoka Metro Rtc**						
22		05-430-745-3720-6081		500.00	State-Operated Inpatient 12/01/2015 12/31/2015		State-Operated Inpatient - Rtc Or Cbhh	N
	10342	**DHS-Anoka Metro Rtc**		**500.00**	**1 Transactions**			
	10188	**DHS-Moose Lake RTC**						
18		05-430-745-3721-6081		2,790.00	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
	10188	**DHS-Moose Lake RTC**		**2,790.00**	**1 Transactions**			
	9220	**Dhs-Msop**						
14		05-430-745-3721-6081		1,484.90	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
15		05-430-745-3721-6081		3,712.25	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
16		05-430-745-3721-6081		3,712.25	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
17		05-430-745-3721-6081		1,484.90	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
	9220	**Dhs-Msop**		**10,394.30**	**4 Transactions**			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	89965	**DHS-ST PETER-SEE LIST**						
19		05-430-745-3721-6081		11,578.50	State-operated inpatient 07/01/2024 07/31/2024		Commitment Costs - Poor Relief	N
	89965	**DHS-ST PETER-SEE LIST**		**11,578.50**	**1 Transactions**			
	9983	**FamilyWise Services**						
4		05-430-710-3190-6020		540.00	Parenting Education - Court-Re 07/01/2024 07/31/2024		Court Related Services & Activities	Y
	9983	**FamilyWise Services**		**540.00**	**1 Transactions**			
	9842	**Haffner/Tiffany**						
29		05-430-750-3950-6020		70.00	Public Guardianship 02/01/2024 02/28/2024		Public Guardianship DD	Y
30		05-430-750-3950-6020		35.00	Public Guardianship 03/11/2024 03/28/2024		Public Guardianship DD	Y
31		05-430-750-3950-6020		35.00	Public Guardianship 04/18/2024 04/18/2024		Public Guardianship DD	Y
32		05-430-750-3950-6020		52.50	Public Guardianship 05/07/2024 05/31/2024		Public Guardianship DD	Y
33		05-430-750-3950-6020		61.25	Public Guardianship 06/04/2024 06/28/2024		Public Guardianship DD	Y
34		05-430-750-3950-6020		17.50	Public Guardianship 07/04/2024 07/27/2024		Public Guardianship DD	Y
44		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 02/01/2024 02/28/2024		Guardianship/Conservatorship	Y
45		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 03/04/2024 03/28/2024		Guardianship/Conservatorship	Y
46		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 04/01/2024 04/22/2024		Guardianship/Conservatorship	Y
47		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 05/01/2024 05/31/2024		Guardianship/Conservatorship	Y
48		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 06/01/2024 06/28/2024		Guardianship/Conservatorship	Y
49		05-430-760-3950-6020		70.00	Guardianship/Conservatorship 07/01/2024 07/31/2024		Guardianship/Conservatorship	Y
	9842	**Haffner/Tiffany**		**691.25**	**12 Transactions**			
	90182	**Laboratory Corp Of America Holdings**						

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
12		05-430-710-3650-6027		88.00	Genetic testing - Services for 07/17/2024 07/17/2024		Serv For Concurrent Perm Plan	6
	90182	**Laboratory Corp Of America Holdings**		**88.00**	**1 Transactions**			
	6110	**Lakes & Pines CAC, Inc**						
21		05-430-745-3030-6071		6,865.66	Family Resource Coach - 2024 07/01/2024 07/31/2024		Client Outreach - Csp	N
	6110	**Lakes & Pines CAC, Inc**		**6,865.66**	**1 Transactions**			
	11072	**Lutheran Social Service MN Guardianship**						
35		05-430-750-3950-6020		91.50	Public Guardianship 07/01/2024 07/31/2024		Public Guardianship DD	N
36		05-430-750-3950-6020		317.20	Public Guardianship 07/01/2024 07/31/2024		Public Guardianship DD	N
37		05-430-750-3950-6020		207.40	Public Guardianship 07/01/2024 07/31/2024		Public Guardianship DD	N
50		05-430-760-3950-6020		231.80	Guardianship/Conservatorship 07/01/2024 07/31/2024		Guardianship/Conservatorship	N
	11072	**Lutheran Social Service MN Guardianship**		**847.90**	**4 Transactions**			
	14040	**MIDWEST PATROL**						
52		05-430-700-4800-6805		247.04	Inv # 50032739 - Mileage - Tra 07/24/2024 07/24/2024		Mh Init - Transportation (416)	N
53		05-430-700-4800-6805		445.50	Inv #50032739 - Hourly rate - 07/24/2024 07/24/2024		Mh Init - Transportation (416)	N
	14040	**MIDWEST PATROL**		**692.54**	**2 Transactions**			
	88509	**MILLE LACS CO COMMUNITY VETERANS SEI**						
13		05-430-710-3650-6027		211.93	Cell phone & minutes - Service 07/10/2024 07/10/2024		Serv For Concurrent Perm Plan	N
	88509	**MILLE LACS CO COMMUNITY VETERANS SEI**		**211.93**	**1 Transactions**			
	3639	**Northland Counseling Ctr Inc**						
8		05-430-730-3710-6020		6,240.00	Detoxification (Category I) 07/08/2024 07/24/2024		Detoxification - Grand Rapids	6
	3639	**Northland Counseling Ctr Inc**		**6,240.00**	**1 Transactions**			
	90748	**Oakridge Homes Sils, Inc.**						

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
23		05-430-750-3340-6073		467.52	Semi-Independent Living Servic 07/03/2024 07/24/2024		Semi-Independent Living Serv (Sils)	N
	90748	**Oakridge Homes Sils, Inc.**		**467.52**	**1 Transactions**			
	14744	**PFF-Presbyterian Family Foundation, Inc**						
24		05-430-750-3950-6020		167.12	Guardianship/Conservatorship 06/01/2024 06/30/2024		Public Guardianship DD	Y
25		05-430-750-3950-6020		0.67	Guardianship/Conservatorship 06/01/2024 06/30/2024		Public Guardianship DD	Y
42		05-430-760-3950-6020		29.48	Guardianship/Conservatorship 06/01/2024 06/30/2024		Guardianship/Conservatorship	Y
43		05-430-760-3950-6020		101.97	Guardianship/Conservatorship 06/01/2024 06/30/2024		Guardianship/Conservatorship	Y
	14744	**PFF-Presbyterian Family Foundation, Inc**		**299.24**	**4 Transactions**			
	9489	**Redwood Toxicology Laboratory, Inc**						
5		05-430-710-3190-6020		3.28	Acct# 022622 Drug Testing 07/15/2024 07/15/2024		Court Related Services & Activities	6
6		05-430-710-3190-6020		8.87	Acct# 022622 Drug Testing 07/15/2024 07/15/2024		Court Related Services & Activities	6
	9489	**Redwood Toxicology Laboratory, Inc**		**12.15**	**2 Transactions**			
	10394	**Resource Training & Solutions**						
26		05-430-750-3950-6020		235.45	Guardianship/Conservatorship 07/01/2024 07/31/2024		Public Guardianship DD	Y
27		05-430-750-3950-6020		235.45	Guardianship/Conservatorship 07/01/2024 07/31/2024		Public Guardianship DD	Y
28		05-430-750-3950-6020		235.45	Public Guardianship 07/01/2024 07/31/2024		Public Guardianship DD	Y
	10394	**Resource Training & Solutions**		**706.35**	**3 Transactions**			
	88890	**Scharrer/Shirley**						
38		05-430-750-3950-6020		70.00	Public Guardianship 07/01/2024 07/31/2024		Public Guardianship DD	Y
39		05-430-750-3950-6020		70.00	Guardianship/Conservatorship 07/01/2024 07/31/2024		Public Guardianship DD	Y
40		05-430-750-3950-6020		70.00	Public guardianship 07/01/2024 07/31/2024		Public Guardianship DD	Y

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
41		05-430-750-3950-6020		70.00	Public guardianship 07/01/2024 07/31/2024		Public Guardianship DD	Y
51		05-430-760-3950-6020		105.00	Guardianship/Conservator Activ 07/01/2024 07/31/2024		Guardianship/Conservatorship	Y
	88890	**Scharrer/Shirley**		**385.00**	**5 Transactions**			
	14390	**TANGE, MSW/PHILIP B**						
20		05-430-740-3900-6020		90.00	Clinical supervision-Child Rul 07/11/2024 07/11/2024		Child Rule 79 Case Mgmt	6
9		05-430-745-3090-6050		562.50	Pre-Petition Screening/Hearing 07/15/2024 07/17/2024		Pre-Petition Screening/Hearing	6
10		05-430-745-3090-6050		360.00	Pre-Petition Screening/Hearing 07/31/2024 07/31/2024		Pre-Petition Screening/Hearing	6
11		05-430-745-3910-6020		270.00	Clinical supervision-Adult Rul 07/11/2024 07/11/2024		Adult Rule 79 Case Mgmt	6
	14390	**TANGE, MSW/PHILIP B**		**1,282.50**	**4 Transactions**			
	Final Total			**60,725.59**	**21 Vendors**	**53 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	5	60,725.59	Health & Human Services
	All Funds	60,725.59	Total

Approved by, ...

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5462	**Bremer Bank (Elan ACH)**						
9	05-400-420-4800-6405		154.00	UCARE GRANT-PLOTTER INK 07/30/2024 07/30/2024		Office Supplies	N
5	05-420-600-4800-6241		90.00	IM-SUP CONF REGISTRATION (JG) 08/07/2024 08/07/2024		Meeting/Conference Registration Fee	N
1	05-420-600-4800-6332		120.51	IM-MAFAS CONF LODGING (JG) 07/25/2024 07/25/2024		Hotel/Lodging	N
7	05-420-600-4800-6332		352.26	IM-CONFERENCE LODGING 07/29/2024 07/29/2024		Hotel/Lodging	N
8	05-420-600-4800-6332		352.26	IM-CONFERENCE LODGING 07/29/2024 07/29/2024		Hotel/Lodging	N
6	05-430-700-4800-6241		90.00	SS-SUP CONF REGISTRATION (RP) 08/07/2024 08/07/2024		Meeting/Conference Registration Fee	N
10	05-430-710-3930-6020		71.87	CHILD FC GEN CASE MGT-FLOORING 08/01/2024 08/01/2024	175658031	General Case Management	N
11	05-430-710-3190-6020		10.00	COURT RELATED SERV-LYFT RIDE 08/06/2024 08/06/2024	176835097	Court Related Services & Activities	N
2	05-400-440-0410-6266		2.80	AVAILITY 7/24 07/01/2024 07/31/2024	INV01206161	Software Fees/License Fees	N
3	05-420-600-4800-6266		6.60	AVAILITY 7/24 07/01/2024 07/31/2024	INV01206161	Software Fees/License Fees	N
4	05-430-700-4800-6266		10.60	AVAILITY 7/24 07/01/2024 07/31/2024	INV01206161	Software Fees/License Fees	N
5462	**Bremer Bank (Elan ACH)**		**1,260.90**	**11** Transactions			
5 Fund Total:			**1,260.90**	**Health & Human Services**	**1 Vendors**	**11 Transactions**	
Final Total:			**1,260.90**	**1 Vendors**	**11 Transactions**		

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5462	**Bremer Bank (Elan ACH)**						
9	01-053-000-0000-6230		56.00	FACEBOOK JOB POSTING BOOST	0153	Printing, Publishing & Adv	N
12	01-122-000-0000-6332		75.00-	CREDIT OF DEPOSIT	07039	Hotel / Motel Lodging	N
13	01-200-200-0000-6265		30.45	POSTAGE	095398	Programs	N
10	01-110-000-0000-6335		60.00	GAS FOR PICKUP	29197	Gas/Vehicle Fuel Charges	N
11	01-110-000-0000-6570		97.40	GAS FOR LAWN EQUIPMENT	29197	Motor Fuel & Lubricants	N
14	01-200-200-0000-6260		80.68	CI PHONE	384212577223378	CI Funds	N
6	01-043-000-0000-6332		613.88	ASSESSOR LODGING	63784	Hotel / Motel Lodging	N
2	01-043-000-0000-6360		45.00	MLS MONTHLY FEES	77234326	Services, Labor, Contracts, GIS Mapping	N
16	01-049-000-0000-6485		71.60-	GLOBALSAT BU-353-S4 RETURNED	79787187	Computer/Technology Supplies	N
4	01-711-000-0000-6240		49.40	CONSTANT CONTACT MONTHLY	9370	Membership/Dues/Association Fees	N
17	01-257-267-0000-6274		435.00	EQUIPMENT - PBT (REPLACES OLD) 07/26/2024 07/26/2024	CC-072424-GENZ	Drug Testing Fee	N
15	01-049-000-0000-6266		0.04	AZURESTACK AUGUST	G055836667	Software Fees/License Fees	N
1	01-257-000-0000-6332		228.75	HOTEL- MACCA DIRECTOR MEETINGS 07/25/2024 07/26/2024	R9C7EF-1	Hotel / Motel Lodging	N
3	01-257-000-0000-6339		45.71	MEALS MACCAC MEETINGS-DULUTH 07/25/2024 07/26/2024	VISA1149	Meals (Overnight)	N
5462	**Bremer Bank (Elan ACH)**		**1,595.71**	**14** Transactions			

1 Fund Total: **1,595.71** **General Fund** **1 Vendors** **14 Transactions**

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5462	**Bremer Bank (Elan ACH)**						
5	10-923-000-0000-6450		99.99	FIMCO HIGH PERF 2.4 GPM 12V PU	67398	Field Supplies	N
5462	**Bremer Bank (Elan ACH)**		**99.99**	**1** Transactions			
10 Fund Total:			**99.99**	**Trust**	**1 Vendors**	**1 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
5462	**Bremer Bank (Elan ACH)**						
7	19-522-000-0000-6431		177.75	T-SHIRTS FOR TIE DYING	4715110303635416	Educational Supplies	N
8	19-524-000-0000-6590		189.95	MOTOR FOR AIR COMPRESSOR	4715110303635416	Repair & Maintenance Supplies	N
5462	**Bremer Bank (Elan ACH)**		**367.70**	**2** Transactions			
19 Fund Total:			**367.70**	**Long Lake Conservation Center**	**1 Vendors**	**2 Transactions**	
Final Total:			**2,063.40**	**3 Vendors**	**17 Transactions**		

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Recap by Fund	Fund	AMOUNT	Name
	1	1,595.71	General Fund
	10	99.99	Trust
	19	367.70	Long Lake Conservation Center
	All Funds	2,063.40	Total

Approved by, ...

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Recap by Fund	Fund	AMOUNT	Name
	5	1,260.90	Health & Human Services
	All Funds	1,260.90	Total

Approved by, ...

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Total Elan paid 8.15.24 = $3324.30

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Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Certification of Unorganized Township Levies

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☐ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☑ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	*provide copy of hearing notice that was published	

Submitted by: Kirk Peysar	**Department:** Auditor
Presenter (Name and Title): Kirk Peysar/Kathleen Ryan	**Estimated Time Needed:**

Summary of Issue:

Set the preliminary levies for the Unorganized Townships Cemetery, Fire and Road and Bridge, for 2025.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve resolutions

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

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Unorganized Township - Cemetery

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2025 for Cemetery (Revenue):

Unorganized Township Cemetery:

Shovel Lake Cemetery	
51-27	$600
52-27	$600
Hebron Cemetery	
50-25	$1,500

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September 2024

Jessica Seibert
County Administrator

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Unorganized Township – Fire

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2025 for Fire Protection purposes:

Unorg Township	
52-22	$0
51-22	$22000
45-24	$750
47-24	$1500
52-24	$200
50-25	$1500
51-25	$300
52-25	$2500
50-26	$1600
48-27	$1000
49-27	$5500
50-27	$400
51-27	$7000
52-27	$1500

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand andA seal this 10th day of September 2024

Jessica Seibert
County Administrator

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

Unorganized Township – Road and Bridge

BE IT RESOLVED, that the following sum of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2025 for Road and Bridge purposes: $46,000.00.

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September 2024

_____

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: RFP for parking lot snow plowing

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
		**provide copy of hearing notice that was published*

Submitted by:
Jim Bright

Department:
Maintenance

Presenter (Name and Title):
Jim Bright Facilities Coordinator

Estimated Time Needed:

Summary of Issue:

I'm requesting to advertise for a 3 year contract for the snow plowing of the Government/Judicial Center parking lot and spaces. I will bring all bids received to a future meeting for board approval.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve advertising for a 3 year contract for snow plowing.

Financial Impact:
Is there a cost associated with this request? ☑ *Yes* ☐ *No*
What is the total cost, with tax and shipping? $ 45,000
Is this budgeted? ☑ *Yes* ☐ *No* *Please Explain:*

This cost is figured into the yearly maintenance budget.

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

Snow Plow Specifications for Aitkin County Government Center

LOCATION: 307 2nd St. NW, Aitkin, MN 56431

TIME PERIOD COVERED BY AGREEMENT: October 15th, 2024 to May 15th, 2027

THE CONTRACTOR AGREES:

1. Plow the following:
    a. North parking lot & entrances
    b. Jail Sally port
    c. South parking lot
    d. Entrance between Jail and HHS
    e. Angled parking lots on 1st Street NW
    f. Sidewalk area on 2nd Street NW, 2nd Ave NW and 1st Street NW
2. When a snow event occurs overnight, plowing must be done by 7:00 AM
3. Report problems, damaged signs, vandalism, etc, to Facilities Coordinator
4. Provide all equipment, supplies, materials, etc needed to perform the required work at no additional cost to Aitkin County.
5. Hire, supervise, pay, and have adequate Worker's Compensation, security, required insurance coverage for labor, and transportation to and from worksite.
6. **The contractor must meet Aitkin County requirements for contractors insurance. The policy must contain a contractual liability endorsement covering the contractor's indemnity obligation to Aitkin County, its officers, agents and employees, pursuant to the contract.**
7. Each month, an invoice must be submitted to Aitkin County for dates service was completed. No payment will be made without an invoice. Before payment is made to the contractor, work will be checked and must be done to the satisfaction of Aitkin County personnel.

AITKIN COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

Name of Bidder: _____

Address: _____ Phone: _____

Email: _____

For 2024-2025

To plow all specified areas of campus, I hereby bid $_____ per snow event under 6"

To plow all specified areas of campus, I hereby bid $_____ per snow event Over 6"

Hourly rate for extra snow removal/cleanup $_____

For 2025-2026

To plow all specified areas of campus, I hereby bid $_____ per snow event under 6"

To plow all specified areas of campus, I hereby bid $_____ per snow event Over 6"

Hourly rate for extra snow removal/cleanup $_____

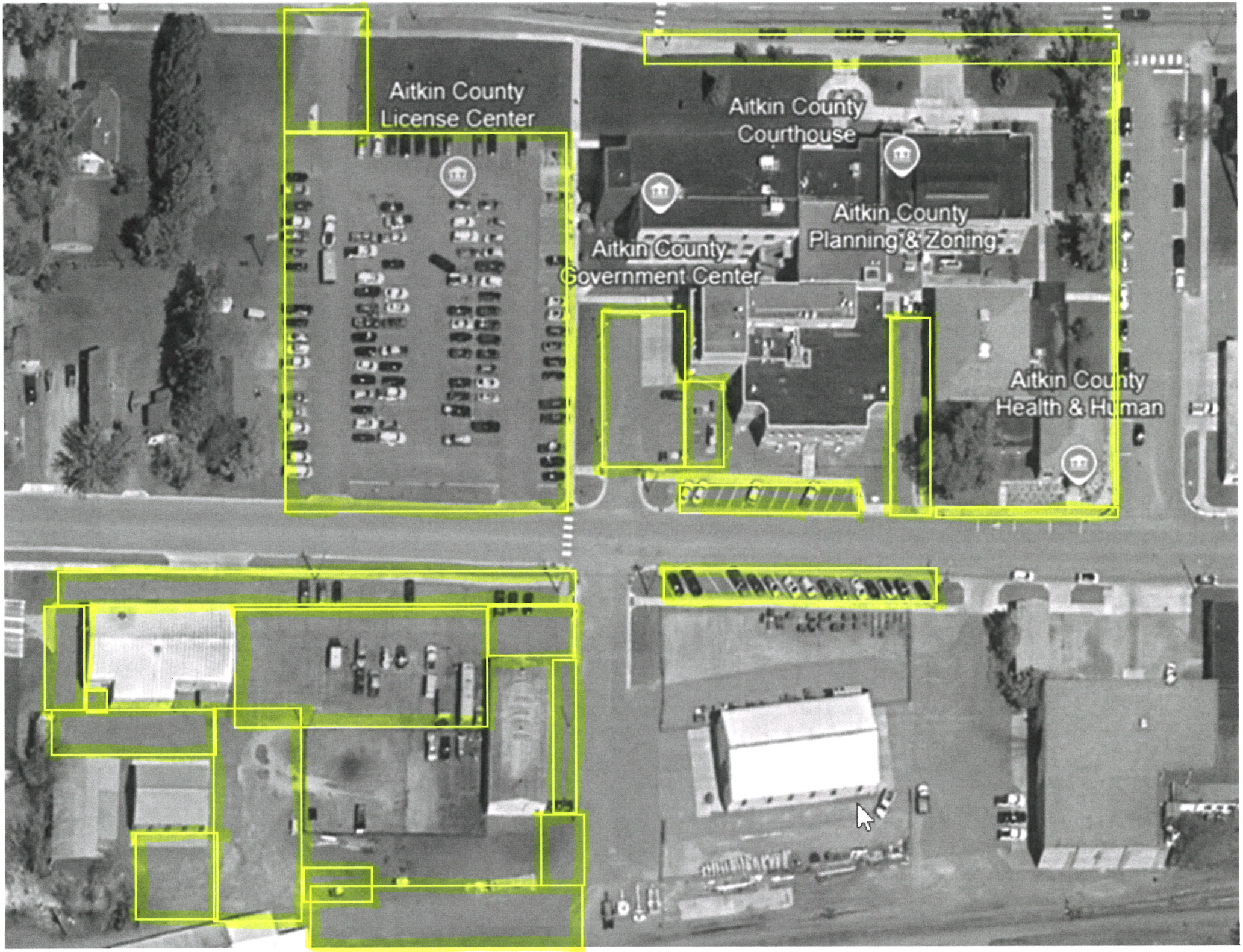
For 2026-2027

To plow all specified areas of campus, I hereby bid $_____ per snow event under 6"

To plow all specified areas of campus, I hereby bid $_____ per snow event Over 6"

Hourly rate for extra snow removal/cleanup $_____

Signed: _____ Dated: _____


Aitkin County
License Center
Aitkin County
Courthouse
Aitkin County
Planning & Zoning
Aitkin County
Government Center
Aitkin County
Health & Human

Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Co Off Sale Liquor License - Petry's Bait Mille Lacs, Inc. dba Lake Liquors

☐ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☑ CONSENT AGENDA	☐ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☑ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	**provide copy of hearing notice that was published*	

Submitted by: Christy M. Bishop	**Department:** Auditor's Office
Presenter (Name and Title):	**Estimated Time Needed:**

Summary of Issue:

Application for new County Off Sale Liquor License for Petry's Bait Mille Lacs, Inc. dba Lake Liquors - located at 22167 Highway 47, Suite 300, Aitkin, MN 56341 - Malmo Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Resolution to approve new County Off Sale Liquor License for Petry's Bait Mille Lacs, Inc. dba Lake Liquors- located at 22167 Highway 47, Suite 300, Aitkin, MN 56341 - Malmo Township

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☑ *No*

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

Is this budgeted? ☐ *Yes* ☑ *No* *Please Explain:*

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

County Off Sale Liquor License – Petry's Bait Mille Lacs, Inc. dba Lake Liquors

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following new liquor license for a period of October 1, 2024 - December 31, 2024:

County "OFF" Sale:

Application for new County Off Sale Liquor License for Petry's Bait Mille Lacs, Inc. dba Lake Liquors - located at 22167 Highway 47, Suite 300, Aitkin, MN 56341 - Malmo Township

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 10th day of September, 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September, 2024

_____

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2023 Audit Review/Presentation

☑ 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: Kathleen Ryan	**Department:** Auditor
Presenter (Name and Title): Kristen Houle, CPA - CliftonLarsonAllen	**Estimated Time Needed:** 20 min

Summary of Issue:

CLA will present the 2023 Audit to the Board

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion Only

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

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

CliftonLarsonAllen LLP
CLAconnect.com

Board of Commissioners
Aitkin County
Aitkin, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Aitkin County (the County), as of and for the year ended December 31, 2023, and have issued our report thereon dated August 15, 2024. We have previously communicated to you information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as well as certain information related to the planned scope and timing of our audit in our statement of work dated November 1, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant audit findings or issues

Qualitative aspects of accounting practices

Accounting policies

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Aitkin County are described in Note 1 to the financial statements.

As described in Note 1, the County changed accounting policies related to Subscription-Based Information Technology Arrangements by adopting Statement of Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-Based Information Technology Arrangements,* in 2023.

We noted no transactions entered into by the County during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no accounting estimates affecting the financial statements which were particularly sensitive or required substantial judgments by management.

Financial statement disclosures

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There were no particularly sensitive financial statement disclosures.

The financial statement disclosures are neutral, consistent, and clear.

Significant unusual transactions

We identified no significant unusual transactions.

CLA (CliftonLarsonAllen LLP) is an independent network member of CLA Global. See CLAglobal.com/disclaimer

Difficulties encountered in performing the audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Uncorrected misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has determined that the effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. The following summarizes uncorrected misstatements of the financial statements:

- During current year testing in the General fund and Governmental Activities at December 31, 2023, it was noted that payables were projected to be understated by $270,888 based on our statistical sampling. This resulted in the General fund and Governmental Activities liabilities to be projected to be understated by $270,888 and the ending fund balance/net position and change in fund balance/net position to be projected to be overstated by $270,888 as of December 31, 2023.

- It was noted during prior year testing in the General fund at December 31, 2022 that receivables were projected to be understated by $77,333 based on our statistical sampling. This resulted in the change in fund balance being projected to be overstated by $77,333 as of December 31, 2023.

- During intergovernmental revenue testing in the General fund, it was noted that the client missed recording receipts as accruals during 2022 in the amount of $37,495. This resulted in the change in fund balance to be overstated by $37,495 as of December 31, 2023.

- During current year testing of timber receivables in the Trust fund, it was noted that the total deferred inflows plus the receipts received within 60 days of year end did not agree to the total accounts receivable balance by $59,015 due to prior year deferred inflows being understated and revenues overstated by $59,015. This resulted in the change in fund balance to understated by $59,015 as of December 31, 2023.

Uncorrected misstatements or the matters underlying uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even if management has concluded that the uncorrected misstatements are immaterial to the financial statements under audit.

Corrected misstatements

The following material and immaterial misstatements detected as a result of audit procedures were corrected by management: reclassified revenues and expenditures, adjusting of unearned revenue, recording of accruals, adjusting GASB 84 activity, and conversion entries related to capital assets, compensated absences, net pension liability and other postemployment benefits liability.

Disagreements with management

For purposes of this communication, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. No such disagreements arose during our audit.

Management representations

We have requested certain representations from management that are included in the management representation letter dated August 15, 2024.

Management consultations with other independent accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the County's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Significant issues discussed with management prior to engagement

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to engagement as the County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our engagement.

Other audit findings or issues

The following describes findings or issues arising during the audit that are, in our professional judgment, significant and relevant to your oversight of the financial reporting process:

During the audit we identified the following fraud and significant risks of material misstatement that were not previously been communicated to you in our statement of work dated November 1, 2023:

- Risk of existence of Long Lake Conservation Center revenues.

We have provided a separate communication to you dated August 15, 2024, communicating internal control related matters identified during the audit.

Required supplementary information

With respect to the required supplementary information (RSI) accompanying the financial statements, we made certain inquiries of management about the methods of preparing the RSI, including whether the RSI has been measured and presented in accordance with prescribed guidelines, whether the methods of measurement and preparation have been changed from the prior period and the reasons for any such changes, and whether there were any significant assumptions or interpretations underlying the measurement or presentation of the RSI. We compared the RSI for consistency with management's responses to the foregoing inquiries, the basic financial statements, and other knowledge obtained during the audit of the basic financial statements. Because these limited procedures do not provide sufficient evidence, we did not express an opinion or provide any assurance on the RSI.

Supplementary information in relation to the financial statements as a whole

With respect to the schedule of expenditures of federal awards (SEFA) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the SEFA to determine that the SEFA complies with the requirements of the Uniform Guidance, the method

of preparing it has not changed from the prior period or the reasons for such changes, and the SEFA is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the SEFA to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated August 15, 2024.

With respect to the combining statements and budgetary comparison schedules, the schedule of intergovernmental revenue, and balance sheet – by ditch – Ditch special revenue fund (collectively, the supplementary information) accompanying the financial statements, on which we were engaged to report in relation to the financial statements as a whole, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period or the reasons for such changes, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves. We have issued our report thereon dated August 15, 2024.

Other information included in annual reports

Other information (financial or nonfinancial information other than the financial statements and our auditors' report thereon) is being included in your annual report and is comprised of the introductory section. Our responsibility for other information included in your annual report does not extend beyond the financial information identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information included in your annual report and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report. Our auditors' report on the financial statements includes a separate section, "Other Information," which states we do not express an opinion or any form of assurance on the other information included in the annual report. We did not identify any material inconsistencies between the other information and the audited financial statements.

* * *

This communication is intended solely for the information and use of the Board of County Commissioners and management of Aitkin County and is not intended to be, and should not be, used by anyone other than these specified parties.

CliftonLarsonAllen LLP

CliftonLarsonAllen LLP

Brainerd, Minnesota
August 15, 2024



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Aitkin County, Minnesota

Presentation: Exit Conference

Year Ending December 31, 2023

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Agenda

- Required Communications
- Internal Control
- Minnesota Legal Compliance
- Federal Single Audit
- Financial Results
- Key Issues/Summary

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Required Communications



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Required Communications

- See separate letter for communication required by various Statements on Auditing Standards
- Unmodified opinion on financial statements

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Internal Controls



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Internal Control

- Material Weaknesses – deficiencies in internal control such that there is a reasonable possibility that a material misstatement would not be prevented or detected and corrected on a timely basis
  - Audit Adjustments
  - Financial Reporting Process

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Internal Control (Continued)

- Significant Deficiencies - deficiencies in internal control that are less severe than material weaknesses, yet important enough to merit attention by those charged with governance
  - Computer Risk Management
  - Segregation of Duties

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Minnesota Legal Compliance



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Minnesota Legal Compliance

- Auditors performed tests of County compliance and completed a 25-page check list related to procedures/guidelines required to be tested by the Minnesota Office of the State Auditor
  - 2023 Items:
    - Publishing of Claims
    - Ditch Special Revenue Fund

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Federal Single Audit



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Federal Single Audit

- Major Programs: Highway Planning and Construction and COVID-19 Community Development Block Grants/State's Program and Non-Entitlement Grants in Hawaii (CDBG)
  - Material Weakness:
    - None noted
  - Significant Deficiency:
    - Lack of reviews over quarterly and annual reports over CDBG reporting
  - 2022 Findings:
    - None noted

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Financial Results



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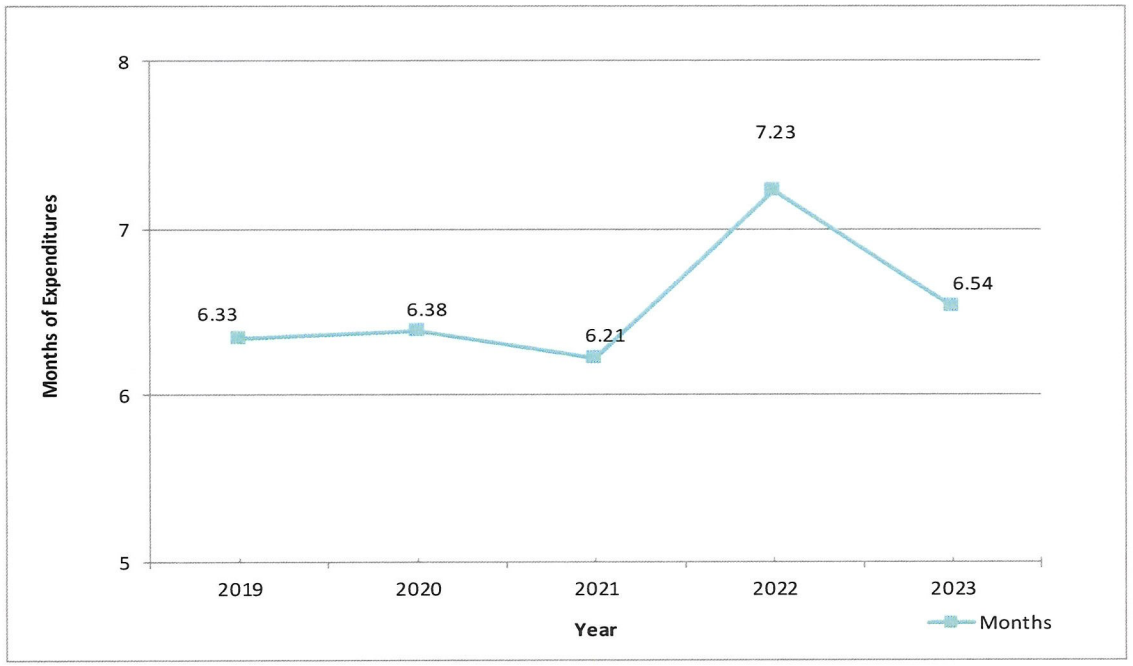
Financial Results

Months of Expenditures in Fund Balance – All Governmental Funds



	2019	2020	2021	2022	2023
Expenditures	$ 39,962,041	$ 39,751,020	$ 38,425,573	$ 39,390,528	$ 46,521,277
Fund Balance	21,088,703	21,150,087	19,895,789	23,740,652	25,336,975

- Recommend no less than 3-5 months
- Decrease from prior year
- This is "Unrestricted" fund balance
- All 5 years presented above the recommendation

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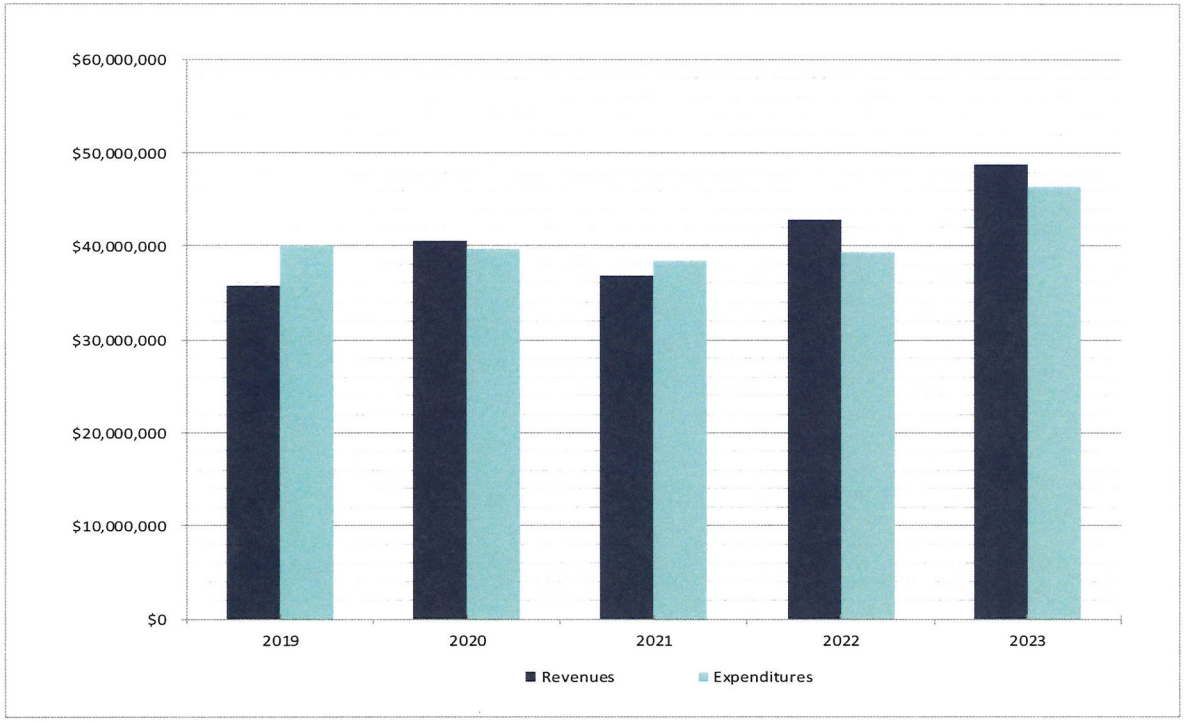
Financial Results

Governmental Funds - Revenues and Expenditures



	2019	2020	2021	2022	2023
Revenues	$ 35,664,270	$ 40,504,480	$ 36,708,600	$ 42,847,133	$ 48,850,914
Expenditures	39,962,041	39,751,020	38,425,573	39,390,528	46,521,277

- Expenditures have exceeded revenues 2 out of 5 years
- 2023 revenues exceeded expenditures by approximately $2,330,000
- Approximately $6.0M increase in revenues in 2023

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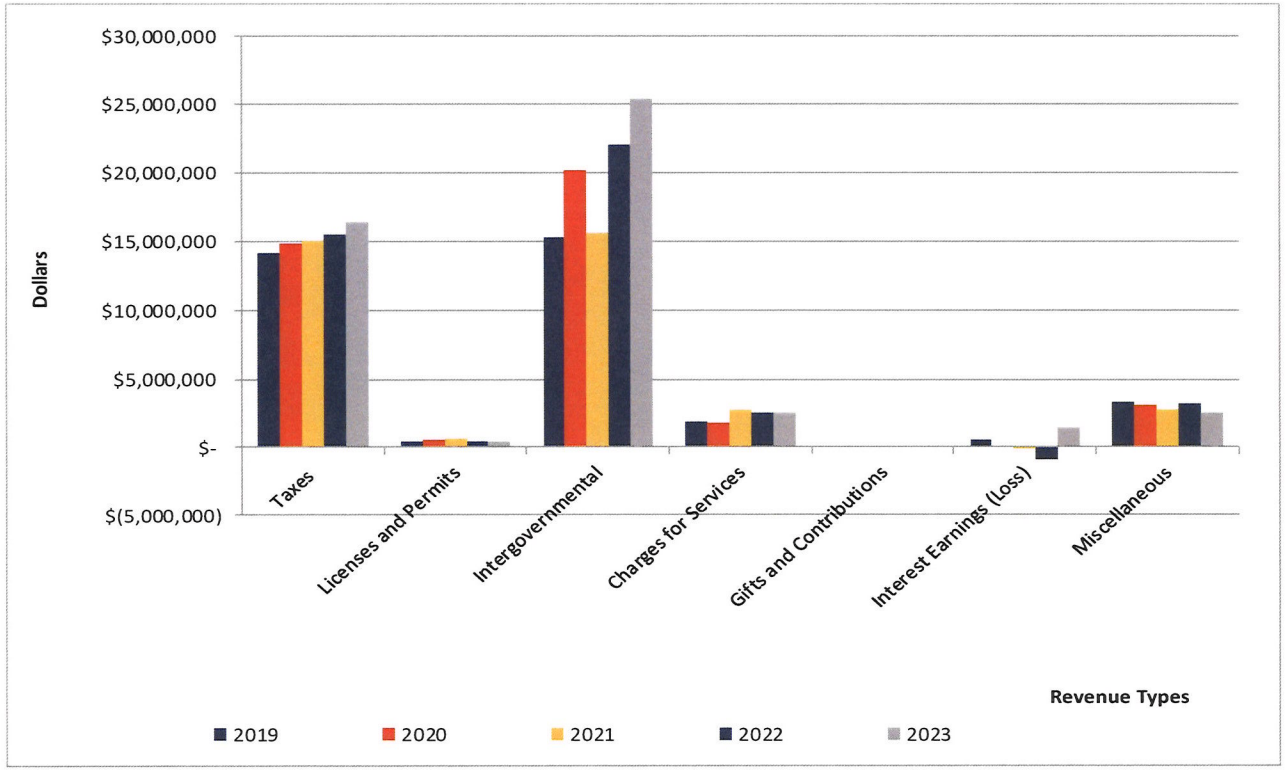
Financial Results

Revenues – All Governmental Funds



	2019	2020	2021	2022	2023
Taxes	$ 14,124,827	$ 14,784,906	$ 15,063,799	$ 15,441,262	$ 16,384,383
Licenses and Permits	413,704	521,172	630,994	475,719	469,512
Intergovernmental	15,272,700	20,131,425	15,551,705	21,973,374	25,400,416
Charges for Services	1,911,355	1,831,233	2,794,582	2,605,436	2,584,797
Gifts and Contributions	11,075	1,800	15,025	7,505	16,050
Interest Earnings (Loss)	600,520	106,554	(85,301)	(934,659)	1,425,606
Miscellaneous	3,330,089	3,127,390	2,737,796	3,278,496	2,570,150
	$ 35,664,270	$ 40,504,480	$ 36,708,600	$ 42,847,133	$ 48,850,914

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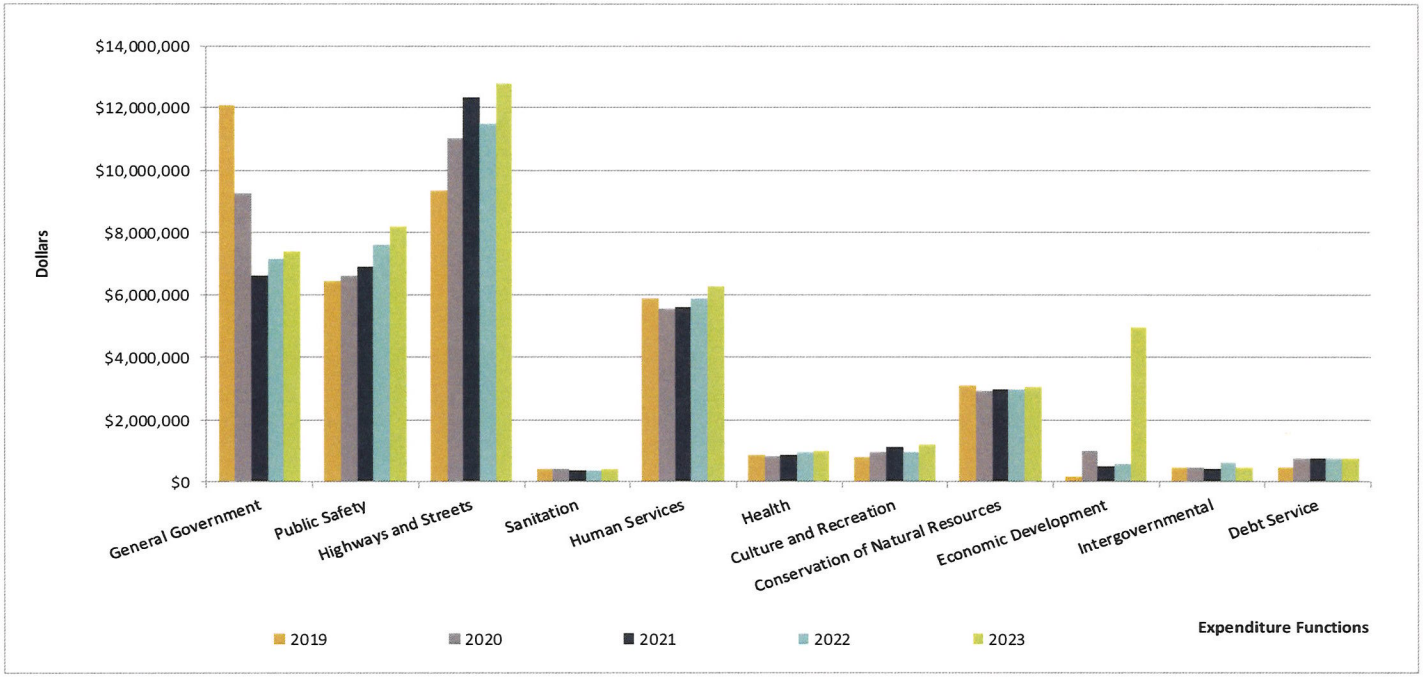
Financial Results

Expenditures – All Governmental Funds



	2019	2020	2021	2022	2023
General Government	$ 12,066,449	$ 9,243,692	$ 6,619,045	$ 7,139,703	$ 7,415,074
Public Safety	6,418,388	6,597,503	6,897,173	7,613,726	8,208,338
Highways and Streets	9,313,705	11,031,613	12,305,378	11,492,581	12,793,414
Sanitation	432,749	398,877	388,321	368,592	394,642
Human Services	5,899,657	5,532,839	5,579,136	5,873,835	6,249,411
Health	870,167	854,230	888,213	971,176	1,019,080
Culture and Recreation	811,246	950,157	1,133,129	981,922	1,204,330
Conservation of Natural Resources	3,089,608	2,959,077	2,973,064	2,999,939	3,084,409
Economic Development	171,994	985,591	482,378	595,063	4,969,482
Intergovernmental	437,020	455,617	419,081	624,272	452,509
Debt Service	451,058	741,824	740,655	729,719	730,588
	$ 39,962,041	$ 39,751,020	$ 38,425,573	$ 39,390,528	$ 46,521,277

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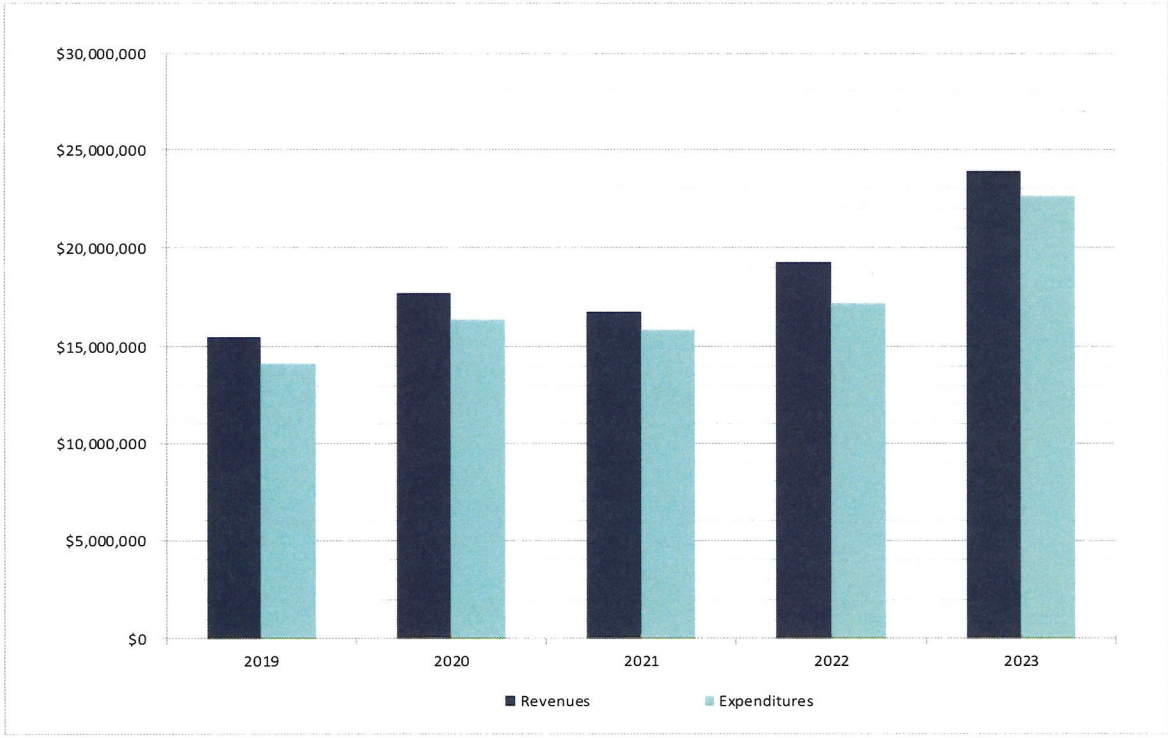
Financial Results

General Fund Revenues and Expenditures



- Revenues in excess of expenditures in all years presented
- Both revenues and expenditures increased from prior year

	2019	2020	2021	2022	2023
Revenues	$ 15,450,981	$ 17,701,249	$ 16,758,977	$ 19,290,039	$ 23,908,364
Expenditures	14,171,538	16,376,125	15,868,708	17,170,690	22,664,523

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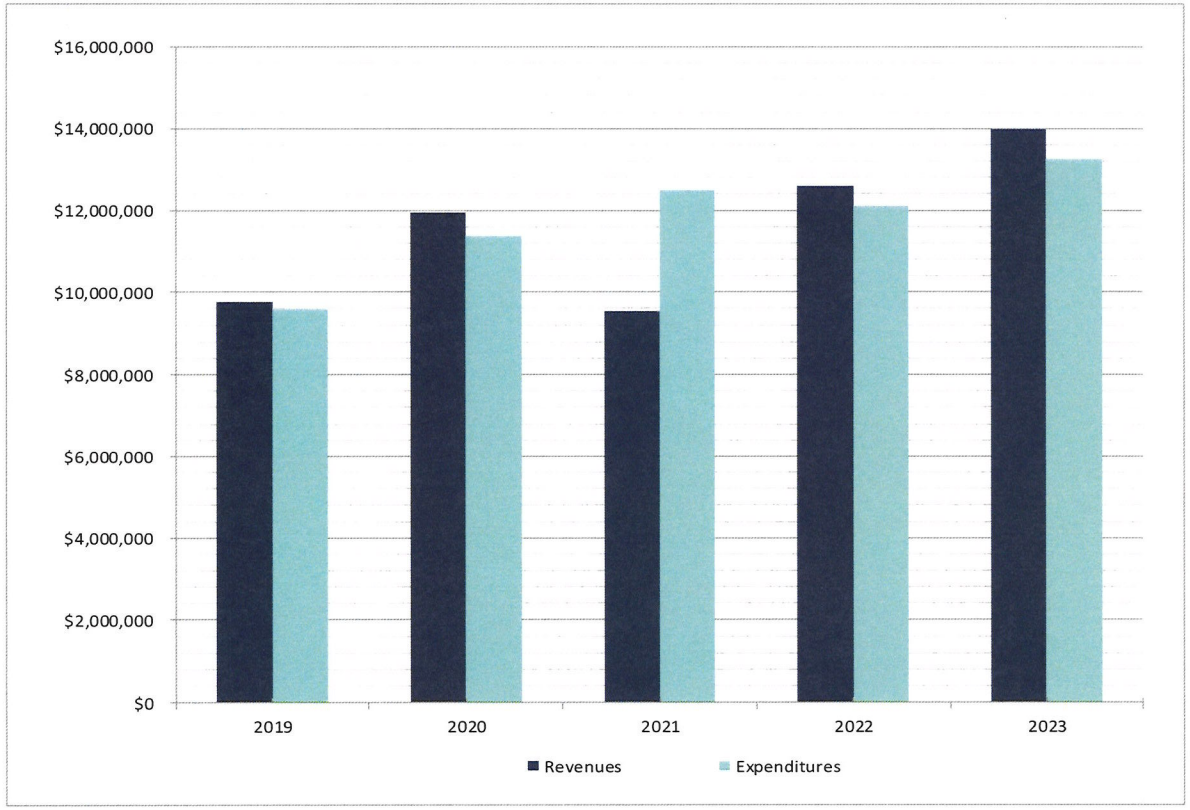
Financial Results

Road and Bridge Fund Revenues and Expenditures



	2019	2020	2021	2022	2023
Revenues	$ 9,777,498	$ 11,941,367	$ 9,530,689	$ 12,592,137	$ 13,959,501
Expenditures	9,611,159	11,366,004	12,501,632	12,108,757	13,233,866

- Timing of when revenues received can make this fund fluctuate more
- Revenues exceeded expenditures in 2023

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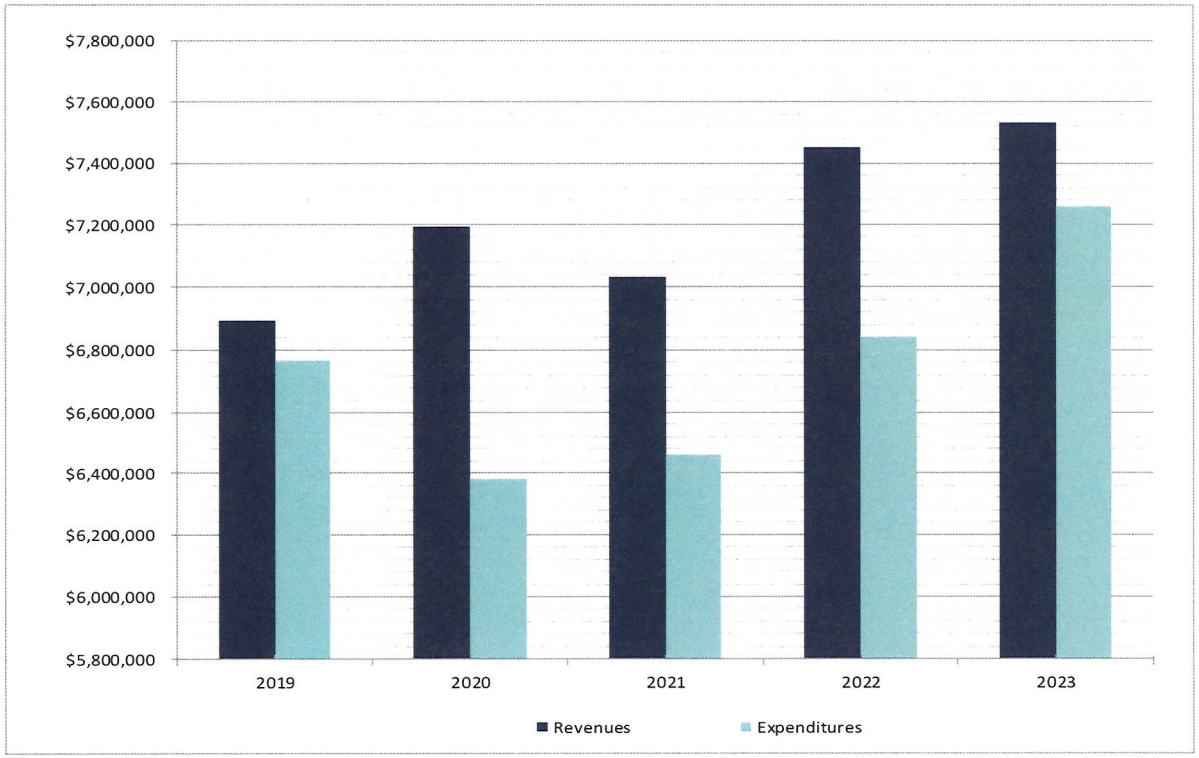
Financial Results

Human Services Fund Revenues and Expenditures



	2019	2020	2021	2022	2023
Revenues	$ 6,891,613	$ 7,195,494	$ 7,033,397	$ 7,452,211	$ 7,530,072
Expenditures	6,766,658	6,383,352	6,464,182	6,842,093	7,262,456

- Revenues in excess of expenditures by approximately $268,000
- Revenues have exceeded expenditures in all years presented
- Approximately $420,000 increase in expenditures

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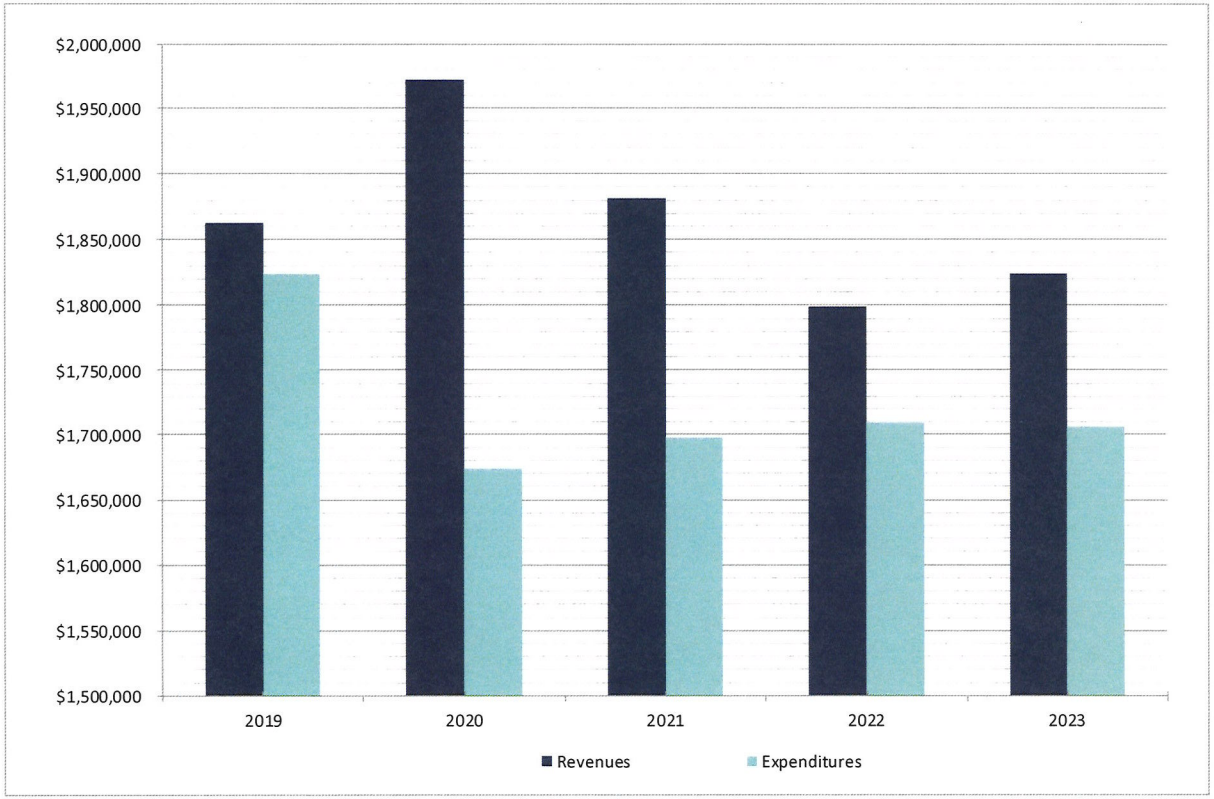
Financial Results

Trust Fund Revenues and Expenditures



- Revenues in excess of expenditures in all years presented
- Fluctuations due to nature of the fund

	2019	2020	2021	2022	2023
Revenues	$ 1,863,028	$ 1,972,783	$ 1,880,669	$ 1,798,477	$ 1,823,220
Expenditures	1,823,914	1,674,299	1,697,337	1,710,252	1,706,727

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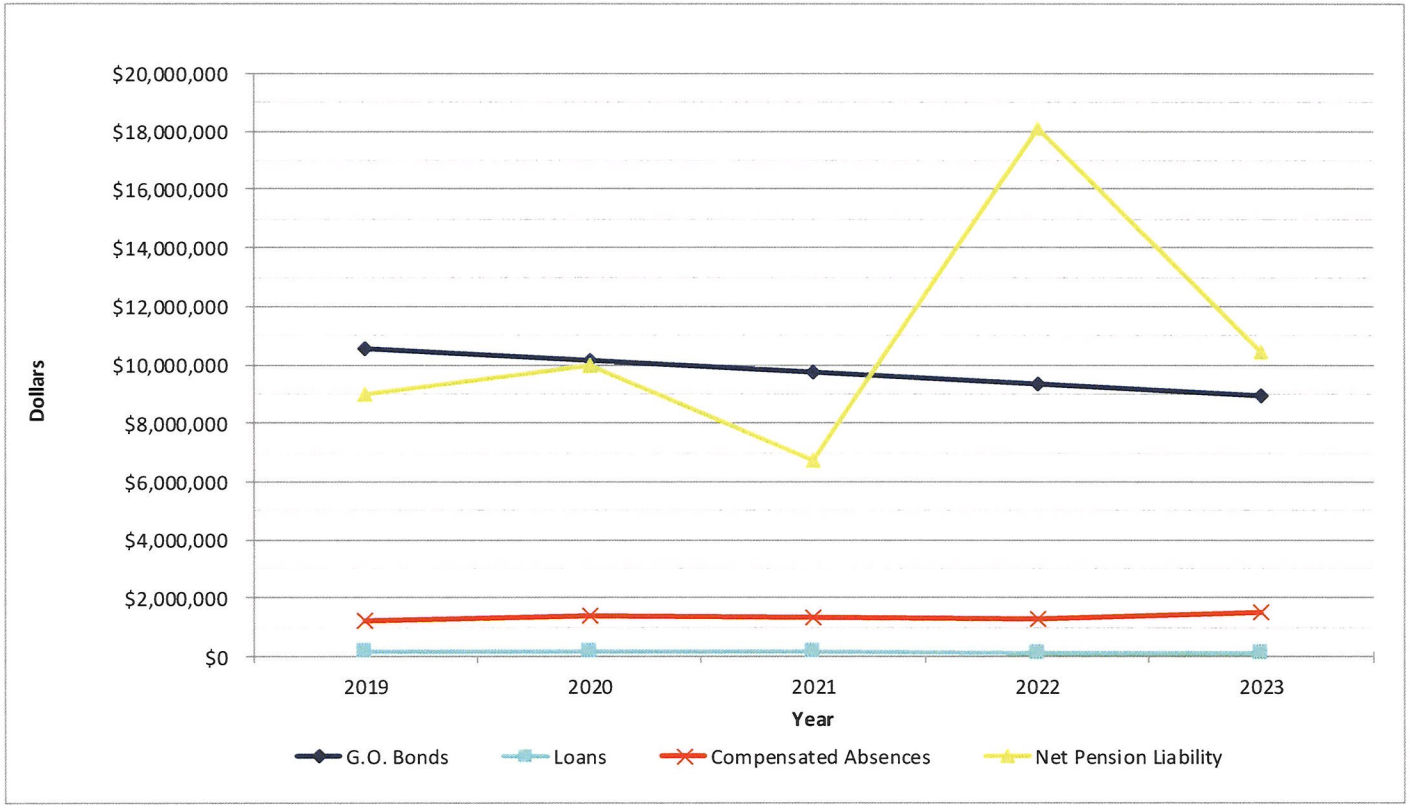
Financial Results

County Indebtedness – Governmental Activities



	2019	2020	2021	2022	2023
G.O. Bonds	$ 10,547,228	$ 10,164,025	$ 9,755,519	$ 9,347,569	$ 8,930,122
Loans	164,492	158,358	169,875	144,247	115,747
Compensated Absences	1,222,092	1,374,666	1,340,420	1,271,325	1,512,965
Net Pension Liability	8,978,843	9,961,164	6,761,892	18,089,317	10,437,627

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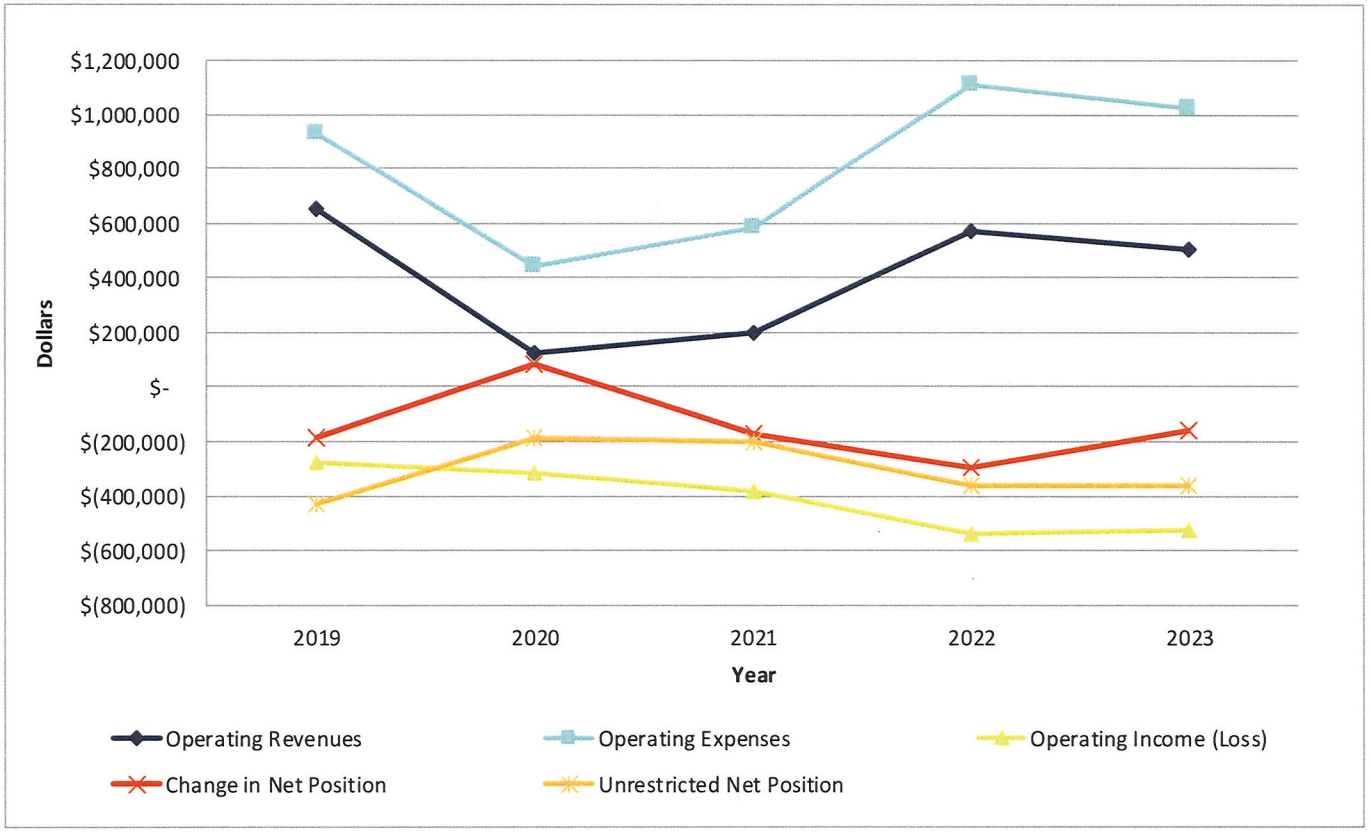
Financial Results

Long Lake Conservation Center



	2019	2020	2021	2022	2023
Operating Revenues	$ 652,294	$ 125,165	$ 199,011	$ 569,697	$ 502,009
Operating Expenses	927,242	440,767	582,515	1,109,101	1,026,702
Operating Income (Loss)	(274,948)	(315,602)	(383,504)	(539,404)	(524,693)
Change in Net Position	(189,386)	84,155	(173,610)	(297,600)	(158,575)
Unrestricted Net Position	(431,550)	(184,894)	(200,483)	(361,827)	(360,896)

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Key Issues/Summary



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Key Issues/Summary

- Overall consistent with prior years
- Accounting Standards Implemented
  - GASB No. 96 – Subscription-Based Information Technology Arrangements (SBITA) were immaterial in 2023 but continue to assess in future years
- Upcoming Standard Changes for 2024
  - GASB No. 101 – Compensated Absences

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Thank you to all for allowing us to serve you!

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Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: East Central Regional Library Budget Presentation

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 20 Min.

Summary of Issue:

Carla Lydon, Executive Director of East Central Regional Library, will be on site to present the 2025 proposed budget and answer any questions the Board may have.

Attached are the 2025 budget documents and current library agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion only.

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

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

East Central Regional Library

Strengthen. Connect. Support.

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

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

August 15, 2024

County Administrators and Coordinators,

I request on behalf of the Board of East Central Regional Library that your County Board take action to approve the ECRL 2025 budget and notify me of the action as soon as it has been made. The Joint Powers Agreement (quoted later in this document) requires that two thirds of the counties (four of six) approve the budget before it is official. We need to verify our budget in time to accomplish sufficient planning before the new year begins.

The Board of Directors of East Central Regional Library approved the 2025 budget for the Library at its August 12 meeting. Two documents are attached to this E-mail.

1. 2025 Budget Request to Counties
2. ECRL 2025 Budget Summary

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

> *A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county. The total amount budgeted shall then be prorated in equitable shares among the member counties according to the following formula:*
>
> *Tax capacity 1/3*
> *Population 1/3*
> *Borrower circulation, by county of residence 1/3*
>
> *beginning with the 2011 budget. When two thirds of the current members have approved the budget, it shall be considered implemented by the East Central Regional Library Board. Should any member approve lower than its required share of the approved budget, library service to that member shall be reduced correspondingly, so as not to*

restrict development of library services in the remaining member counties. The method of said limitation shall be arrived at by consultation between members of the Joint Library Board. Authorization of funds by member counties will at least meet the minimum state-federal requirements for securing available state-federal grants.

The 2025 budget reflects rising costs from inflationary pressures, in particular, in the areas of wages and benefits as well as increased costs for delivery services. The 2025 budget also includes implementation and increased costs (reflected in the administrative line item) to transition our accounting system and implement a Human Resources Information System. Based on our audit firm's recommendation, ECRL needs to transition from the general accounting system it currently utilizes (QuickBooks) to a more robust fund accounting system. Additionally, with close to 80 employees spread throughout the region, ECRL has identified the need to modernize its human resources from a labor intensive manual system to an integrated digital system. The 2025 budget also reflects an increase in technology costs. In particular, several multi-year licenses are due for renewal in 2025. In all other respects, expenditures continue to be very lean.

On the revenue side, in the 2025 budget, ECRL has seen a large decrease in its FY25 regional basic support. Unfortunately, this loss of revenue shifts the increased costs to the county share of the ECRL budget. The loss of state funding in this area was due to a change in the equalization formula. Equalization has a long history of volatility as it relates to state funding. I would expect some of this funding to shift in future years, hopefully to ECRL's advantage. Given this loss of revenue, the ECRL Finance Committee decided to utilize additional funding from its reserve fund as well as to continue the practice of charging overdue fines in 2025, despite national and state trends to move away from this source of revenue.

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

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

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

Carla Lydon

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

East Central Regional Library

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

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

	A	B	C	D	E	F	G	H	I	J	K
1	**2025 ECRL Budget Summary**										
2		**2016 Budget**	**2017 Budget**	**2018 Budget**	**2019 Budget**	**2020 Budget**	**2021 Budget**	**2022 Budget**	**2023 Budget**	**2024 Budget**	**2025 Budget**
3	Counties (Operations)	1,860,514	1,897,724	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603	2,626,127
4	Regional Basic Support (State)	862,188	862,188	853,957	881,408	879,899	877,022	869,587	850,161	1,037,930	959,456
5	Miscellaneous	235,300	192,500	157,500	157,500	184,500	199,200	184,700	126,200	119,200	154,000
6	Local Contracts	57,731	55,860	57,038	70,646	80,015	68,287	105,048	54,401	69,267	54,971
7	Transfer from previous year:	54,262	124,423	241,474	150,000	100,000	100,000	75,000	50,000	20,000	55,000
8	Telecommunications (State RLTA)	65,000	65,000	65,000	65,000	65,000	52,000	130,000	196,546	196,546	218,681
9	Reimbursements (Legacy Grant & Building costs)								93,000	93,000	100,319
10	TOTAL INCOME:	3,134,995	3,197,695	3,308,825	3,373,753	3,435,609	3,421,711	3,591,485	3,714,600	3,961,546	4,168,554
11	Salaries and related expenses	2,196,338	2,247,065	2,370,266	2,427,634	2,444,686	2,411,385	2,451,439	2,528,298	2,718,108	2,864,616
12	Materials (Books, CDs, DVDs, etc.)	435,765	457,187	458,967	467,927	480,967	495,494	486,494	492,494	522,000	502,000
13	Vehicles (1 Outreach, 1 Staff, Delivery service)	30,000	22,500	22,500	21,500	21,700	21,700	69,000	71,000	96,889	107,389
14	Technical Services & library automation system	72,000	73,450	72,000	67,000	67,000	67,000	67,000	76,500	76,500	78,000
15	Headquarters building costs	54,392	54,392	54,392	56,392	65,956	74,067	139,067	137,708	142,349	146,849
16	Supplies, photocopiers, printers	65,000	62,000	51,000	51,000	51,000	53,000	61,000	52,500	51,500	52,700
17	Administrative/Miscellaneous	122,300	121,900	125,500	128,100	141,600	149,365	146,000	188,900	177,000	238,000
18	Capital - Vehicles	15,000	15,000	10,000	10,000	10,000	10,000	0	0	5,000	5,000
19	Capital - Computers, misc.	67,700	67,700	67,700	67,700	76,200	76,200	104,985	60,000	65,000	40,000
20	Telecommunications	65,000	65,000	65,000	65,000	65,000	52,000	55,000	65,000	65,000	65,000
21	Information Technology (non-capital)								42,200	42,200	69,000
22	TOTAL EXPENDITURES:	3,123,495	3,186,194	3,297,325	3,362,253	3,424,109	3,410,211	3,579,985	3,714,600	3,961,546	4,168,554
23	**Percent Increase**		2.01%	3.49%	1.97%	1.84%	-0.41%	4.98%	3.76%	6.65%	5.23%
24	**2025 Budget approved by ECRL Board, August 12, 2024**										

Strengthen. Connect. Support.

East Central Regional Library

111 Dellwood Street North
Cambridge, MN 55008
(763) 689-7390
(763) 689-1447 (fax)
www.ecrlib.org
Branches in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs and Pine Counties

	A	B	C	D	E	F	G	H	I	J	K	L
1	**2025 Budget Request to Counties - historical information**											
2	**County**	**2010***	**2016**	**2017**	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**2024**	**2025**
3	**Aitkin**	232,006	219,932	225,882	224,577	233,220	236,698	233,577	242,535	246,058	251,450	287,538
4	**Chisago**	559,188	554,211	560,783	572,116	621,401	656,735	657,540	693,014	748,331	778,495	837,927
5	**Isanti**	387,870	372,933	384,348	410,420	426,627	444,838	449,074	473,765	522,007	534,565	575,841
6	**Kanabec**	146,064	141,564	144,026	147,942	153,518	159,613	157,343	164,845	166,595	177,305	191,989
7	**Mille Lacs**	257,637	270,850	273,835	272,321	284,710	290,249	289,513	300,388	305,601	314,189	340,711
8	**Pine**	301,928	301,025	308,851	306,480	329,722	338,061	338,155	352,603	355,701	369,600	392,122
9	**Total**	1,884,692	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603	2,626,127
10												
11												
12	**Contractual Assessments**											
13		**Formula- 50% Tax Capacity, 25% Population, 25% Registration**	**Formula 1/3 Tax Capacity, 1/3 Population, 1/3 Circulation by Borrower circulation, by county of residence**									
14	**County**	**Year 2010***	**Year 2016**	**Year 2017**	**Year 2018**	**Year 2019**	**Year 2020**	**Year 2021**	**Year 2022**	**Year 2023**	**Year 2024**	**Year 2025**
15	**Aitkin**	12.31%	11.82%	11.90%	11.61%	11.38%	11.13%	10.99%	10.89%	10.50%	10.37%	10.95%
16	**Chisago**	29.67%	29.79%	29.55%	29.58%	30.32%	30.89%	30.94%	31.12%	31.92%	32.10%	31.91%
17	**Isanti**	20.58%	20.04%	20.25%	21.22%	20.82%	20.92%	21.13%	21.27%	22.27%	22.04%	21.93%
18	**Kanabec**	7.75%	7.61%	7.59%	7.65%	7.49%	7.51%	7.40%	7.40%	7.11%	7.31%	7.31%
19	**Mille Lacs**	13.67%	14.56%	14.43%	14.08%	13.89%	13.65%	13.62%	13.49%	13.04%	12.95%	12.97%
20	**Pine**	16.02%	16.18%	16.27%	15.85%	16.09%	15.90%	15.91%	15.83%	15.17%	15.24%	14.93%

2025 Budget Request to Counties
Approved by the ECRL Board 8/12/2024

*2010 Information provided for historical perspective
(assessment formula revised in 2011)

DEPARTMENT OF EDUCATION

August 13, 2024

Dear Minnesota County Administrators,

Thank you for your commitment to ensuring your county's residents have access to public library services. The attached documentation provides your county's state-certified level of library support for 2025. Minnesota Statutes, sections 134.34 and 275.761 establish the amount at 90% of the state-certified level of support set in 2011.

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

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

Sincerely,

Emma De Vera

Emma De Vera
State Library Program Specialist

DEPARTMENT OF EDUCATION

August 2024

CERTIFICATION OF MINIMUM LOCAL SUPPORT REQUIREMENT: 2025

This is to certify the 2025 minimum level of financial support to be provided for operating expenses for public library services and participation in the regional public library system programs pursuant to *Minnesota Statutes,* Chapter 134.34 for:

Aitkin County

The state-certified level of library support for 2025 is: **$200,398**

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

N/A

AGREEMENT

WHEREAS, The Board of County Commissioners of Aitkin County, Minnesota; and the Board of County Commissioners of Chisago County, Minnesota; and the Board of County Commissioners of Isanti County, Minnesota; and the Board of County Commissioners of Kanabec County, Minnesota; and the Board of County Commissioners of Mille Lacs County, Minnesota; and the Board of County Commissioners of Pine County, Minnesota; have each officially acted to establish public library service in their respective counties and provided for the financial support for such service; and ,

WHEREAS, It is the mutual desire to strengthen and improve public library service for said counties; and,

WHEREAS, It appears advantageous to accomplish this in a practical and economical manner through the operation of the public library services in said counties jointly; and,

WHEREAS, Legal authority for the joint operation of such public library services, is provided for in Minnesota Statutes Section 134.20 and 471.59.

NOW THEREFORE, We the undersigned, representing

The counties of Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine acting through their respective Boards of Commissioners do hereby enter into the following AGREEMENT with the full intent of establishing, strengthening and improving public library services in all the areas to which we are responsible and do hereby agree as follows:

I

PURPOSE:

It is the purpose of this AGREEMENT to maintain, strengthen and improve public library services in said Counties by maintaining a regional public library system to be known as East Central Regional Library, and combining its operations with such existing public libraries in the said counties as may wish to join.

THE JOINT LIBRARY BOARD:

1. This purpose shall be accomplished through a Joint Library Board. For the purposes of governing the joint library services there shall continue in existence a library board, to be known as the East Central Regional Library Board of Trustees, to govern the library services as a single library system.

2. Said Joint Library Board shall be constituted and appointed in the following manner:

   There shall be eighteen (18) members; three (3) of whom shall be Appointed by the Board of County Commissioners of Aitkin County, Minnesota; and three (3) of whom shall be appointed by the Board of County Commissioners of Chisago County, Minnesota; and three (3) of whom shall be appointed by the Board of County Commissioners of Isanti County, Minnesota; and three (3) of whom shall be appointed by the Board of County Commissioners of Kanabec County, Minnesota; and three (3) of whom shall be appointed by the Board of County Commissioners of Mille Lacs County, Minnesota; and three (3) of whom shall be appointed by the Board of County Commissioners of Pine County, Minnesota.
   The term of these members is three years and each shall serve until his successor is appointed and qualified. Terms of members shall be staggered with one (1) member appointed each year from each county. No appointee shall be eligible to serve more than three (3) consecutive three year terms. Nothing in this provision shall be construed to mean that a former board member may not be reappointed to the joint library board after a lapse of one (1) year. Not more than one (1) county commissioner from each county shall be a member. Members shall be residents of the county making the appointment.

3. Said Joint Library Board shall have all powers and duties provided for county library boards as specified in Minnesota Statutes, Section 134.09, 134.10, 134.11 and 134.12 and as one Board shall administer the library services as a single library system.

4. Upon organization of the Joint Library Board, officers shall be elected who shall function according to currently approved or subsequently amended bylaws. The bylaws of the Joint Library Board shall set forth the meeting times and officers to be elected by and from its members. They may provide also for an Executive Committee to transact business between regular meetings of the Joint Library Board.

II

FINANCING AND DISBURSEMENT OF FUNDS:

1. A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors

or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county. The total amount budgeted shall then be prorated in equitable shares among the member counties according to the following formula:

Tax capacity	1/3
Population	1/3
Borrower circulation, by county of residence	1/3

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

2. Each county's appropriation shall be paid in equal installments to the regional public library system on or before January 15 and July 15 of each calendar year.

3. When and as the funds to be credited to the library fund from federal, state, or private sources become available then the said funds, shall be paid into the joint library fund administered by the Treasurer of the Joint Library Board.

4. All operating expenses for library service shall be proper charges against the operation and maintenance of said library, including, but not being limited to, all salaries and wages of personnel, cost of maintenance, minor repairs and utilities of the headquarters building, purchase and replacement of books and other library materials and equipment and any other proper items of expense as determined by the Joint Library Board.

5. Any and all disbursements from said joint library fund shall be made by check-warrant which shall become a negotiable instrument when signed by duly authorized agents of the Joint Library Board, in accordance with currently approved or subsequently amended bylaws. Personnel shall be paid according to current payroll procedures after, in the first instance, the Joint Library Board has duly adopted a resolution authorizing the same and fixing the amount of said salaries and wages.

6. Said Joint Library Board shall determine a reasonable amount to be set up on the books of account of the library board, and kept in a separate fund, as depreciation for replacement of bookmobiles and other capital improvement projects.

7. Any further rules and regulations concerning financing and disbursements of funds may be adopted by the Joint Library Board by resolution, not inconsistent herewith.

8. The East Central Regional Library System will annually have their financial records audited by an accredited accounting firm. A copy of the audit will be filed with the Clerk of each County Commission. All of the funds available to the Joint Library

Board and examined in the audit will be considered by the Joint Library Board and the member County Commissions in determining the Library's annual budget.

III

PROVISION FOR TERMINATION:

1. This AGREEMENT shall continue in force until rescinded by action of all of its parties by mutual written agreement, or in accordance with the terms of section III of this agreement.

2. Any party which is current in its payments to the library fund may withdraw from this agreement under either of the following provisions; a) by giving notice in writing to the County Commission representing the other parties and the Chair of the East Central Regional Library Board of Trustees at least six (6) months prior to the beginning of the next budget year. b) by mutual written agreement of the parties.

3. Should any party to this AGREEMENT fail to comply with the minimum state and federal requirements for securing state and federal grants this shall constitute withdrawal from the AGREEMENT.

4. In the event of termination of the regional library system, each party shall retain title to any and all original assets which it may have held at the time of the effective date of participation in the regional library and which have not been replaced in the usual course of business because of age or condition. All other assets, including books and other library materials, shall be divided among the parties on the basis of each county's respective proportion of the financial support provided by its respective library fund for the previous five (5) years.

5. In the event of withdrawal from the regional library system of any county party to this agreement, its due share of assets shall remain with the regional library system except each party shall retain title to all original assets which it may have held at the time of the effective date of participation in the regional library, and which have not been replaced in the usual course of business because of age or condition.

6. Not withstanding the terms of paragraphs four (4) and five (5) above, any asset acquired through the use of state and federal grant funds shall be disposed of upon termination or withdrawal in accordance with the terms of any grant agreements required as a condition for the receipt of such grants.

7. Any party which has withdrawn from this agreement under the provisions of the above paragraphs may petition to rejoin the system. Such re-affiliation will be

subject to the limitations of this agreement, appropriate Minnesota Statutes, and such reasonable conditions as are established by the East Central Regional Library Board of Trustees.

IV

INDEMNIFICATION AND HOLD HARMLESS

1. Applicability: The East Central Regional Library shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. East Central Regional Library shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of M.S. 466.
2. Indemnification and Hold Harmless:_ The East Central Regional Library shall fully defend, indemnify and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Board and/or employees and/or the agents of the East Central Regional Library. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes, Section 466.04.
3. To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. la(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

V

OTHER PROVISIONS:

1. Said Joint Library Board, and its personnel hired to administer and operate the public library service herein provided for, shall be responsible to see that all areas shall receive their full and due share of attention and service, and that in all areas to which the Joint Library Board is responsible the services shall be encouraged to grow along with all other services of the library system, and that the public library system should be organized and administered in a manner which qualifies said library to receive state and federal grants. And, further, it is the full intention of all concerned to involve the local public libraries in the services of the system to the fullest extent possible, and to work for full cooperation and coordination of services with said libraries.

2. This AGREEMENT shall be reviewed by the East Central Regional Library Board of Trustees at its first meeting in each even-numbered year beginning in 1988 in order to insure compliance with all provisions on a continual basis.

3. This AGREEMENT shall become effective on the 1st day of January, 2011, and it shall supersede all previous agreements among the parties with respect to library service.

VI

APPROVAL AND EXECUTION:

1. This AGREEMENT shall be executed by

   - The Chairman and County Administrator on behalf of the Aitkin County Board of Commissioners; and
   - The Chairman and County Administrator on behalf of the Chisago County Board of Commissioners; and
   - The Chairman and County Administrator on behalf of the Isanti County Board of Commissioners; and
   - The Chairman and County Coordinator on behalf of the Kanabec County Board of Commissioners; and
   - The Chairman and County Administrator on behalf of the Mille Lacs County Board of Commissioners; and
   - The Chairman and County Coordinator on behalf of the Pine County Board of Commissioners.

IN WITNESS WHEREOF, this AGREEMENT has been executed by the parties listed below on the dates indicated.

BOARD OF COUNTY COMMISSIONERS, AITKIN COUNTY, MINNESOTA By:

Carl Bailey — 8-24-10

Chairman — Administrator — Date

BOARD OF COUNTY COMMISSIONERS, CHISAGO COUNTY, MINNESOTA By:

8-31-2010

Chairman — Administrator — Date

Reviewed by Chisago County Attorney 7/23/10

BOARD OF COUNTY COMMISSIONERS, ISANTI COUNTY, MINNESOTA By:

9/21/10

Chairman ~~woman~~ — Administrator — Date

Reviewed by Isanti County Attorney September 29, 2010

BOARD OF COUNTY COMMISSIONERS, KANABEC COUNTY, MINNESOTA By:

10/15/10

Chairman — Coordinator — Date

Reviewed by Asst. Kanabec County Attorney 10/18/10

BOARD OF COUNTY COMMISSIONERS, MILLE LACS COUNTY, MINNESOTA By:

11/15/10 — 11/16/10

Chairman — Administrator Date

BOARD OF COUNTY COMMISSIONERS, PINE COUNTY, MINNESOTA By:

12-14-10

Chairman — Coordinator — Date

CHISAGO COUNTY
AUG - 4 2010
BOARD APPROVED

East Central Regional Library

Headquarters: 111 Dellwood St. N
Cambridge MN 55008
Phone (763) 689-7390

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

2023 Aitkin County Library Service

In 2023, ECRL provided library service to Aitkin County residents through branches in Aitkin and McGregor and through outreach in Giese, Hill City, Jacobson and McGrath. Aitkin County residents also use any of the other 12 ECRL branches as well as any public library in Minnesota. Amounts listed below are the estimated cost/value of branch-specific services only. Regional costs are listed on second page:

Staff – 8 serving Aitkin and McGregor; 1 serving outreach communities in Giese, Hill City, Jacobson and McGrath In addition, the City of Aitkin paid $10,686 in 2023 for extra service (subtracted from actual)	$154,903 (Including benefits)
Internet service – 100MG service to all locations Line cost at Aitkin is $265 per month; McGregor is $329 per month	$7,127
Library items added Total physical items added for 2023 –19,365. Average price - $23.00/item Total digital items added for 2023 – 6,980. Average price - $45.00/item 2023 collection expenditures for entire region $491,890. Cost for two branches.	$70,270
Library automation system – annual licensing cost $54,743 for the entire region. Cost for two branches.	$7,820
Online databases – available 24 hours a day via Internet *Chiltons* Auto Repair, *My Heritage* guides to family history, *Universal Class* – online coursework, *Infobase* – online guide to software, *Mango languages*, *HelpNow* – online tutoring and homework help, *Craft & Hobby* – online arts classes, *SELFIE* – self publishing tool. Annual license cost $69,750.60. License cost for two branches.	$9,964
eBook, eAudio & digital magazine collection – annual licensing cost $6,000 for the entire region. Cost for two branches. Includes access to 41,069 eBooks & eAudio & 5,351 digital magazines.	$858
Copy Machines – copy machines for public use. Printing, scanning, copying and fax services provided at each location. Cost for two branches.	$2,366
Legacy programming - In 2023, 16 programs were offered in Aitkin County locations. Estimated cost of programs for Aitkin & McGregor branches and outreach (not including marketing, staff time, etc.) based on conservative estimate of $650 per program.	$10,400
Total value of itemized service benefits above (cost of regional services estimated on reverse)	**$263,708**

Besides the itemized service cost/values listed on the first page, branches receive the following as part of East Central Regional Library.

- Administrative services:
  - Staff training and personnel management.
  - Financial services for operations including debt collection service for overdue and never-returned materials; annual audit.
  - Filing of required state reports, submission of funding and grant requests, administration of grant programs
  - Management and advocacy by ECRL Administration
  - Compliance with state and federal statutes; insurance (property and liability); legal services; background checks for all personnel and volunteers

- Collection & Programs:
  - Website and maintenance of online access for library services and resources.
  - Training and programming for public.
  - Ordering and cataloging of library materials - Books (fiction, non-fiction, current best-sellers, time-tested classics); Music and Movies; Wifi Hotspots; Kits (book club, early literacy, storytime to go, fitness & activity); Board games
  - Staff information guides for assistance – in person, by phone, or online
  - Winter Reading Program – adult reading program (Jan & Feb)
  - Summer Reading Program – reading program for all ages (June – August)
  - Storytimes & 1000 Books before Kindergarten – Marketing & training to support early literacy activities.
  - Staffing and marketing of state grant funded Legacy programs.

- Staff computers and a public computer lab at each branch. Administration and maintenance of all computer equipment including security and licensing.
  - 17 computers (11 public access, 1 catalog, 5 staff) and 2 self-checkouts estimated value to replace $24,200.

- Electronic Library for Minnesota - ELM online 24/7 (state and federal funding):
  - Databases: Learning Express Library (online practice tests for standardized tests including GRE, SAT); Encyclopedia Britannica, Academic Search Premier (research database); online access to full text *Consumer Reports.*
  - Newspapers: *Star Tribune, Wall Street Journal, Washington Post, The New York Times, Los Angeles Times, Barron's, USA Today*

- Material Sharing Services:
  - Delivery service – 4 times per week at each branch. Delivery supports sharing of the region-wide physical collection of more than 279,000 books, movies, and music. Also delivers items from across Minnesota received via interlibrary loan.
  - Interlibrary Loan – 5 time per week delivery from other parts of the State allowing Aitkin County patrons to access a wide range of materials that would not otherwise be available.

Salary costs for above regional services (including benefits) – Total $944,968. Cost for one county - $157,495.



East Central Regional Library

Headquarters: 111 Dellwood St. N
Cambridge MN 55008
Phone (763) 689-7390

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

Value Summary:
In 2023, Aitkin County provided $246,058 for East Central Regional Library.
Received $263,708 in branch and outreach specific expenditures.
Received $157,495 (estimated) in regional staff support.
Minimum value received $421,203 (based on estimated wages & branch specific services)

2023 Per capita expenditures:
Aitkin County -$14.81

East Central Regional Library (whole) - $12.46

Neighbors per capita expenditures (2022)*

Kitchigami Regional Library (Cass and Crow Wing counties) - $11.15
Great River Regional Library (Morrison, Todd counties) - $17.17

Grand Rapids Area Library (Itasca county) - $43.36
Cloquet Public Library (Carlton county) - $49.05
Carlton Area Public Library (Carlton county) – $21.60
Moose Lake (Carlton county) - $26.86
Duluth Public Library (St. Louis county) - $63.40

*Minnesota Department of Education – 2022 Public Library Reports (available at https://education.mn.gov/MDE/dse/Lib/sls/stat/). Based on local government funding.

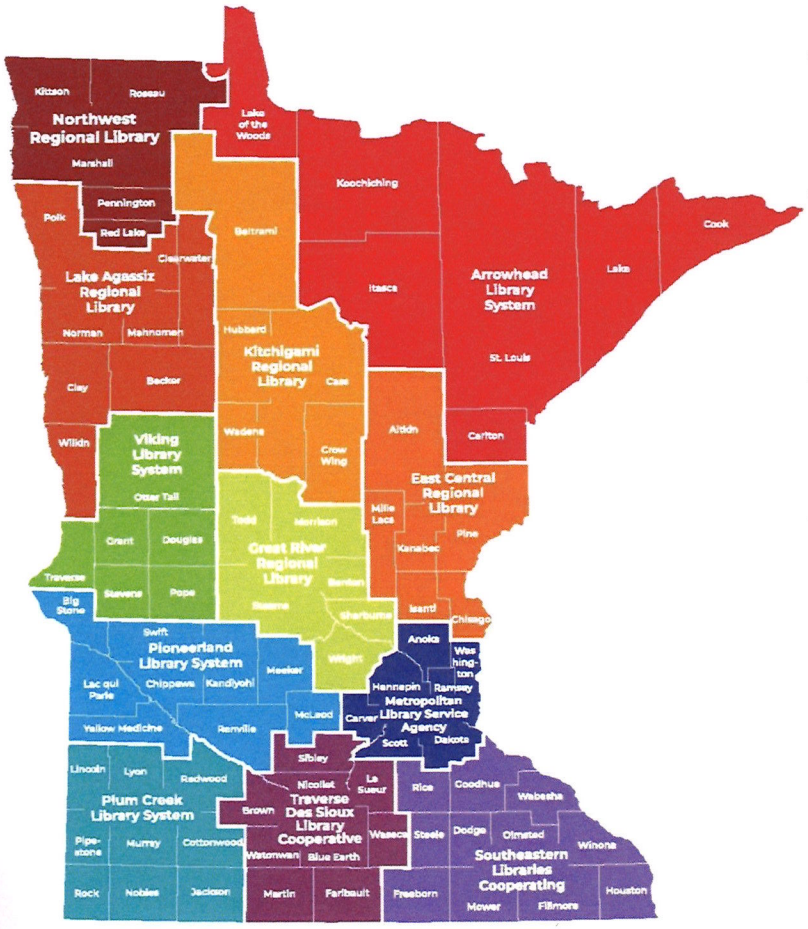
East Central Regional Library

East Central Regional Library 2025 Budget

Carla Lydon, Executive Director

Six Counties, One Library

Ecrlib.org



Who We Are

- Joint Powers Agreement between 6 counties
  - Oversight by 18 member Library Board
- 14 physical libraries in 6 counties, outreach services, headquarters and a digital library of electronic materials and databases
- 79 regular & substitute staff members (41.5 FTE)
- Serving a population of 187,000+ residents with 107,185 residents holding library cards (57%)
- Local government (cities) own and maintain the library facilities:
  - Aitkin
  - McGregor
- ECRL also provides outreach services in Giese, Jacobson, Hill City, McGrath

East Central Regional Library

What We Do

Mission: Strengthen. Connect. Support

Vision: East Central Regional Library will be an essential community resource inspiring East Central Minnesota to discover and explore possibilities to build and grow community.

Core Values:

- Operational Excellence
- Positive Customer Experience
- Life Long Learning
- Community Focus



East Central Regional Library

How We Do It:

- Provide access
  - Materials (physical & digital)
  - Community spaces
  - Internet
  - Online resources and databases
  - Enriching programs
- Staff expertise
  - Navigate and provide assistance
  - Prepare and host programs
  - Manage and operate facilities







East Central Regional Library

We are

East Central Regional Library

2023
Year in Review

East Central Regional Library

Serving the counties of Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine

819,198
items checked out
physical + digital + media

+54,183 from 2022!

192,559
residents in 6 counties

330,093
visitors to the library

+29,371 from 2022!

107,449
library card holders

Physical Collection

275,576
items available

19,500
items added in '23

NEW

Digital Collection

42,622
items available

6,980
items added in '23

NEW

318,198 total items available

18,523
database sessions

- ✓ homework help
- ✓ test prep
- ✓ language classes
- ✓ genealogy
- ✓ how-to videos and more!

4,426
community room/space bookings

1,273
wi-fi hotspots checked out

Interlibrary Loan

6,624
items ECRL sent to other MN libraries

15,450
items ECRL received from other MN libraries

Website Traffic

352,179
website visits

24,752
public wi-fi sessions

Internet

26,503
public computer internet sessions

East Central Regional Library

We are

East Central Regional Library

2023
Aitkin County Year in Review

East Central Regional Library

Aitkin County: Aitkin and McGregor branches and the Giese, Hill City, Jacobson, and McGrath outreach stops.

39,795
Physical materials circulated in Aitkin County

16,614
residents in Aitkin County

28,418
visits to Aitkin County ECRL locations

+2,710 from 2022!

3,497.5
Public Service Hours



8,235
Library card holders

6,275
reference questions answered by staff members in Aitkin County

Computer Connectivity

4,125
public wi-fi sessions and public computer sessions in Aitkin County

+52 from 2022!

In-person Events in Aitkin County **187**

Community Room Use

584
Room Reservations in Aitkin County

East Central Regional Library

Aitkin County Library Highlights







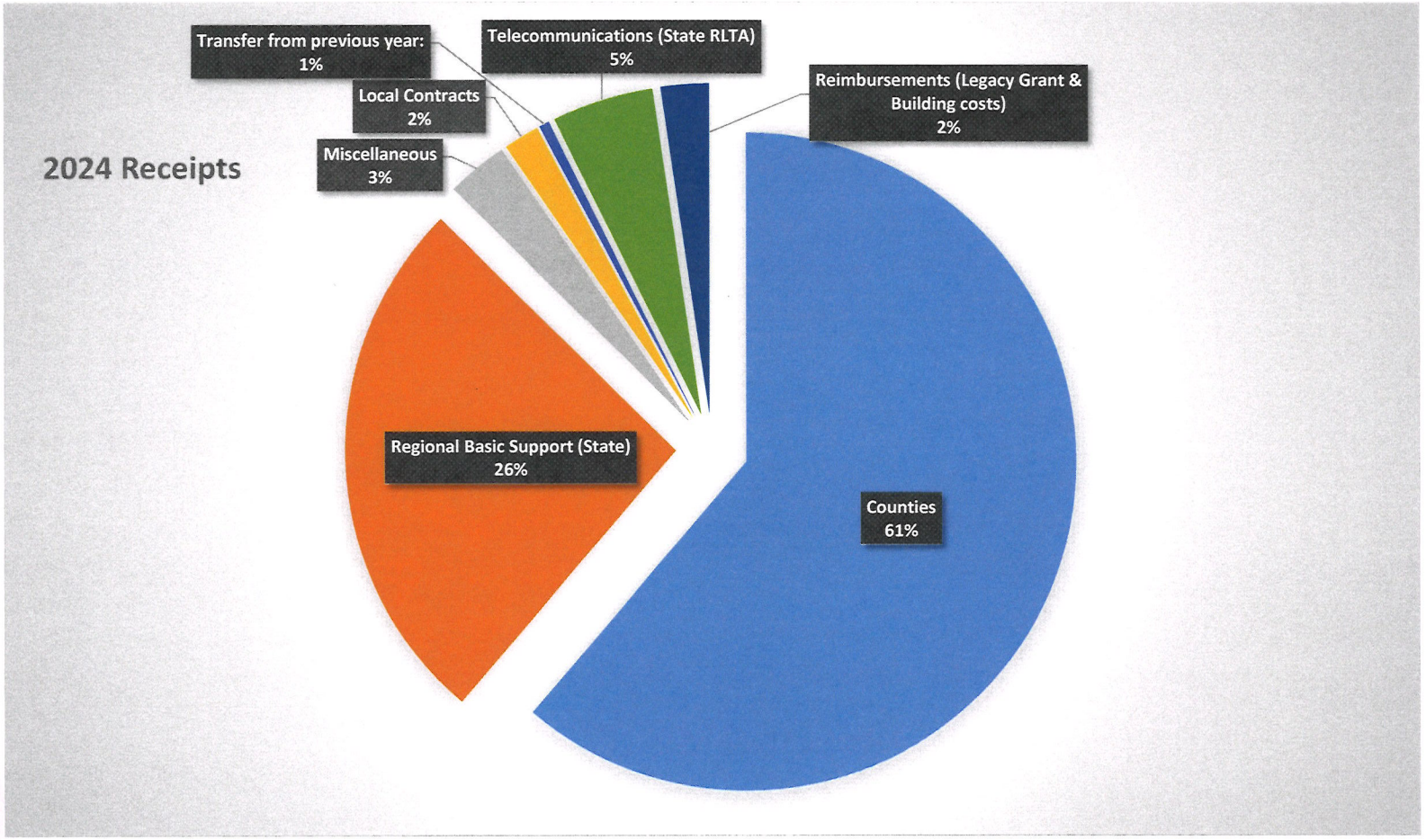






East Central Regional Library

Where does the money come from?



East Central Regional Library

2023 Aitkin County Library Services Itemized

* City of Aitkin paid $10,686 in 2023 for extra service hours (subtracted from actual)

Staff wages & benefits* – 8 staff serving Aitkin & McGregor; 1 serving outreach in Giese, Hill City, Jacobson & McGrath	$154,903
Internet service – 100MG service to all locations; 24/7 Wireless service. Line cost- $265 per month Aitkin; $329/month McGregor	$7,127
Library items added Total physical items added for 2023: 19,365. Avg price-$23 Total digital items added for 2023: 6,980. Avg price - $45 2023 collection expenditures for entire region $491,890. Cost for two branches.	$70,270
Library automation system – annual licensing cost $54,743 for the entire region. Cost for two branches.	$7,820
Online databases –Available 24/7 via the internet. Annual license cost $69,750.60. License cost for two branches.	$9,964
eBook, eAudio & digital magazine collection – annual licensing cost $6,000 for the entire region. Cost for two branches. Includes access to 41,069 eBooks & eAudio & 5,351 digital magazines.	$858
Copy Machines – Printing, scanning, copying and fax services provided at each location. Cost for two branches.	$2,366
Legacy programming - In 2023, 16 programs were offered in Aitkin County locations. Estimated cost of programs for two branches (not including marketing, staff time, etc.) based on conservative estimate of $650 per program.	$10,400
Total value of itemized service benefits above	**$263,708**

East Central Regional Library

2023 Centralized Services

- **Administrative Services**
  - Personnel training and management
  - Financial services
  - Filing of state reports & administration of grants
  - Management and advocacy by ECRL Administration
  - Compliance with state and federal statutes

- **Collection & Programs**
  - Website and maintenance of online access
  - Training and programming for public
  - Ordering and cataloging of materials
  - Management of regional programs (Summer & Winter Reading, 1,000 Books)
  - State Legacy grant program
  - Marketing of services & programs

Salary costs for regional services (including benefits) - $944,968

Cost for one county - $157,495

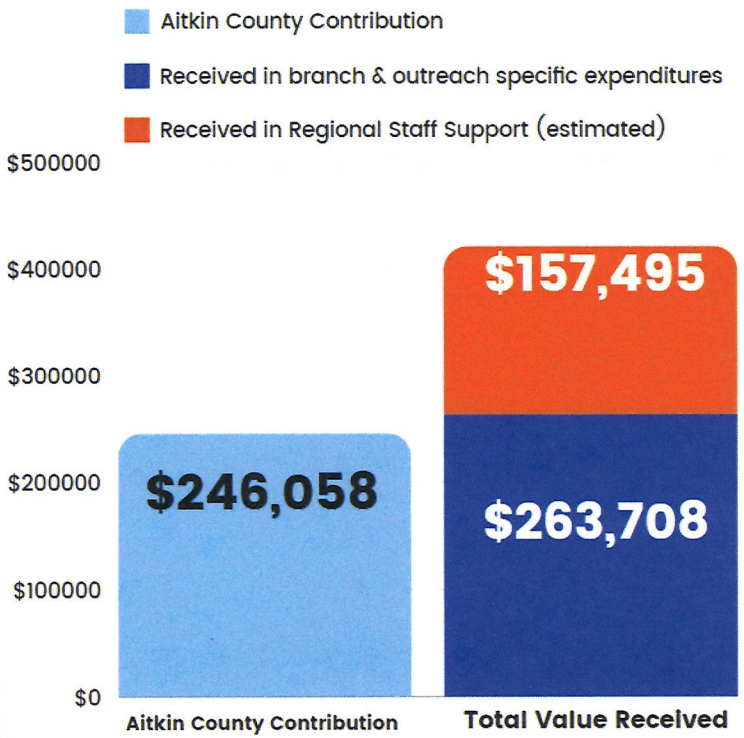
- **IT services**
  - Procurement, administration, security, and licensing

- **Electronic Library for Minnesota** (24/7 online Databases provided with state and federal funding)

- **Material Sharing Services**
  - Delivery service 4 times per week regionally & 5 times per week from other parts of the State

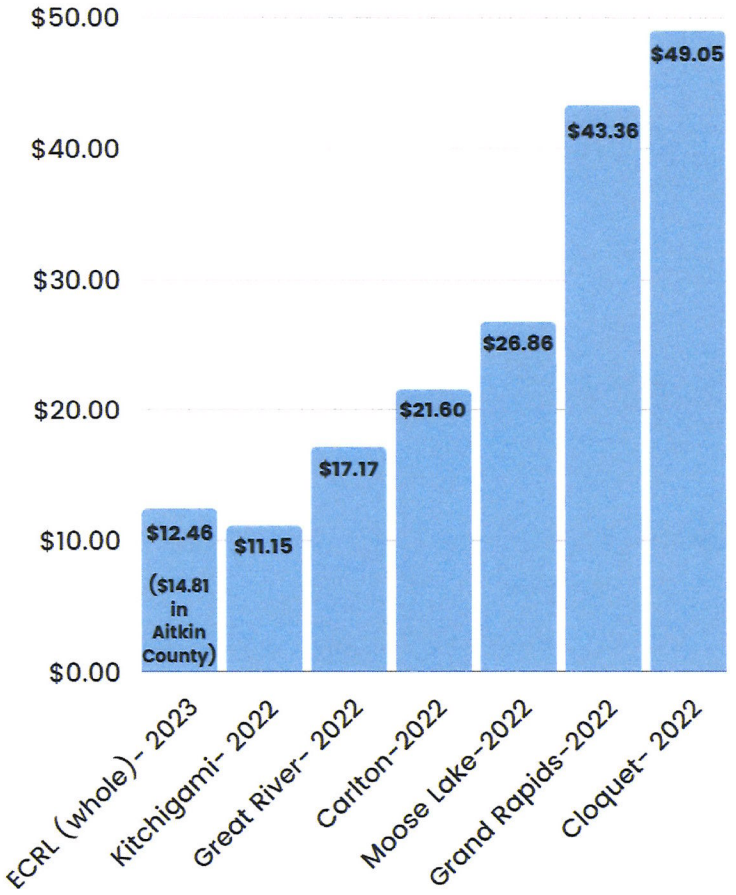
East Central Regional Library

2023 Value Comparison



Minimum Value Received: $421,203 (estimated)

Per Capita Expenditures



East Central Regional Library

2025 ECRL Budget

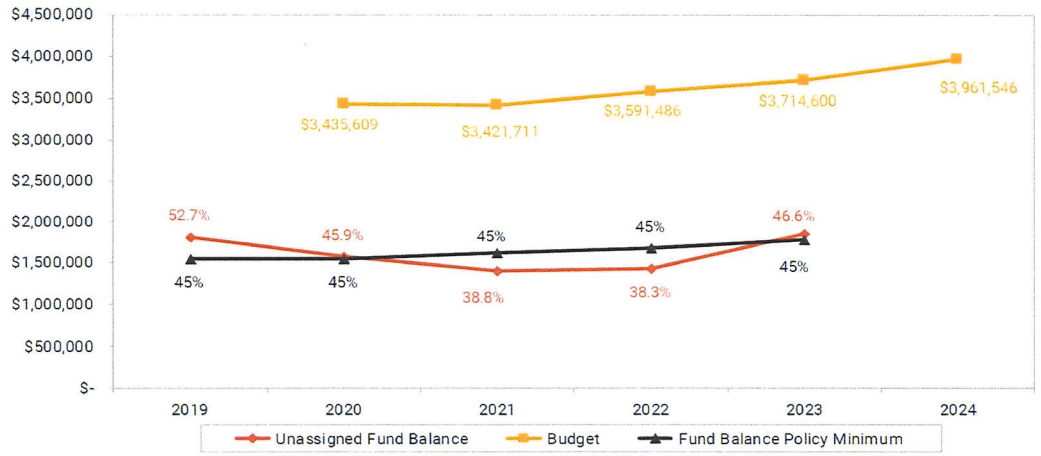
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget
Counties (Operations)	1,860,514	1,897,724	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603	2,626,127
Regional Basic Support (State)	862,188	862,188	853,957	881,408	879,899	877,022	869,587	850,161	1,037,930	959,456
Miscellaneous	235,300	192,500	157,500	157,500	184,500	199,200	184,700	126,200	119,200	154,000
Local Contracts	57,731	55,860	57,038	70,646	80,015	68,287	105,048	54,401	69,267	54,971
Transfer from previous year:	54,262	124,423	241,474	150,000	100,000	100,000	75,000	50,000	20,000	55,000
Telecommunications (State RLTA)	65,000	65,000	65,000	65,000	65,000	52,000	130,000	196,546	196,546	218,681
Reimbursements (Legacy Grant & Building costs)								93,000	93,000	100,319
TOTAL INCOME:	3,134,995	3,197,695	3,308,825	3,373,753	3,435,609	3,421,711	3,591,485	3,714,600	3,961,546	4,168,554
Salaries and related expenses	2,196,338	2,247,065	2,370,266	2,427,634	2,444,686	2,411,385	2,451,439	2,528,298	2,718,108	2,864,616
Materials (Books, CDs, DVDs, etc.)	435,765	457,187	458,967	467,927	480,967	495,494	486,494	492,494	522,000	502,000
Vehicles (1 Outreach, 1 Staff, Delivery service)	30,000	22,500	22,500	21,500	21,700	21,700	69,000	71,000	96,889	107,389
Technical Services & library automation system	72,000	73,450	72,000	67,000	67,000	67,000	67,000	76,500	76,500	78,000
Headquarters building costs	54,392	54,392	54,392	56,392	65,956	74,067	139,067	137,708	142,349	146,849
Supplies, photocopiers, printers	65,000	62,000	51,000	51,000	51,000	53,000	61,000	52,500	51,500	52,700
Administrative/Miscellaneous	122,300	121,900	125,500	128,100	141,600	149,365	146,000	188,900	177,000	238,000
Capital - Vehicles	15,000	15,000	10,000	10,000	10,000	10,000	0	0	5,000	5,000
Capital - Computers, misc.	67,700	67,700	67,700	67,700	76,200	76,200	104,985	60,000	65,000	40,000
Telecommunications	65,000	65,000	65,000	65,000	65,000	52,000	55,000	65,000	65,000	65,000
Information Technology (non-capital)								42,200	42,200	69,000
TOTAL EXPENDITURES:	3,123,495	3,186,194	3,297,325	3,362,253	3,424,109	3,410,211	3,579,985	3,714,600	3,961,546	4,168,554
Percent Increase		2.01%	3.49%	1.97%	1.84%	-0.41%	4.98%	3.76%	6.65%	5.23%

2025 Budget approved by ECRL Board, August 12, 2024

East Central Regional Library

ECRL Reserve Fund

General Fund Balance Compared to Future Budget



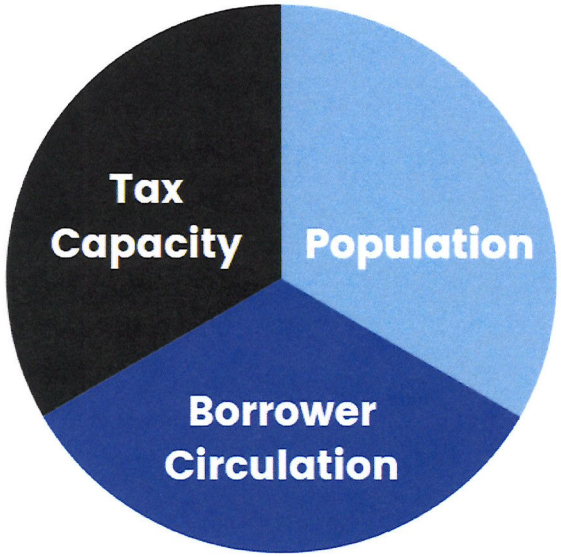
Abdo

East Central Regional Library

What Determines Aitkin County's Contribution?

- **Joint Powers Agreement**
  - Formula: 1/3 tax capacity, 1/3 Population, 1/3 Borrower circulation, by county of residence

  - "Should any member approve lower than its required share of the approved budget, library service to that member shall be reduced correspondingly, so as not to restrict development of library services in the remaining member counties. The method of said limitation shall be arrived at by consultation between members of the Joint Library Board."



East Central Regional Library

How is that calculated?

1/3 Tax Capacity, 1/3 Population, 1/3 Circulation

2025 Assessments

County:	Borrower Circulation CY 2023	Net Tax Capacity 22, pay 24	Population 2022 (state demog)
Aitkin	41,637	48,495,214	16,614
Chisago*	203647	86,777,092	57,953
Isanti	143167	53,620,550	42,807
Kanabec	39,168	19,012,597	16,329
Mille Lacs	71967	34,762,100	27,483
Pine	82,048	42,412,393	30,271
ECRL*	581,634	$ 285,079,946	191,457

tax capacity	TF adjustment		population		
	88,211,986	1,434,894	86,777,092	59055	1102	57953

*Chisago County adjusted to subtract Taylors Falls

County:			
Aitkin	7.16%	17.01%	8.68%
Chisago*	35.01%	30.44%	30.27%
Isanti	24.61%	18.81%	22.36%
Kanabec	6.73%	6.67%	8.53%
Mille Lacs	12.37%	12.19%	14.35%
Pine	14.11%	14.88%	15.81%
ECRL*	100.00%	100.00%	100.00%

Aitkin	10.949%
Chisago*	31.907%
Isanti	21.927%
Kanabec	7.311%
Mille Lacs	12.974%
Pine	14.932%
	100.00%

East Central Regional Library

2025 Budget – Aitkin County Share

2025 Budget Request to Counties - historical information

County	2010*	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Aitkin	232,006	219,932	225,882	224,577	233,220	236,698	233,577	242,535	246,058	251,450	287,538
Chisago	559,188	554,211	560,783	572,116	621,401	656,735	657,540	693,014	748,331	778,495	837,927
Isanti	387,870	372,933	384,348	410,420	426,627	444,838	449,074	473,765	522,007	534,565	575,841
Kanabec	146,064	141,564	144,026	147,942	153,518	159,613	157,343	164,845	166,595	177,305	191,989
Mille Lacs	257,637	270,850	273,835	272,321	284,710	290,249	289,513	300,388	305,601	314,189	340,711
Pine	301,928	301,025	308,851	306,480	329,722	338,061	338,155	352,603	355,701	369,600	392,122
Total	1,884,692	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603	2,626,127

Contractual Assessments

Formula-50% Tax Capacity, 25% Population, 25% Registrations

Formula 1/3 Tax Capacity, 1/3 Population, 1/3 Circulation by Borrower circulation, by county of residence

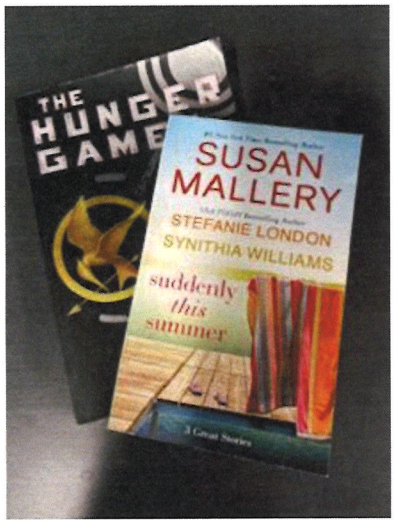
County	Year 2010*	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020	Year 2021	Year 2022	Year 2023	Year 2024	Year 2025
Aitkin	12.31%	11.82%	11.90%	11.61%	11.38%	11.13%	10.99%	10.89%	10.50%	10.37%	10.95%
Chisago	29.67%	29.79%	29.55%	29.58%	30.32%	30.89%	30.94%	31.12%	31.92%	32.10%	31.91%
Isanti	20.58%	20.04%	20.25%	21.22%	20.82%	20.92%	21.13%	21.27%	22.27%	22.04%	21.93%
Kanabec	7.75%	7.61%	7.59%	7.65%	7.49%	7.51%	7.40%	7.40%	7.11%	7.31%	7.31%
Mille Lacs	13.67%	14.56%	14.43%	14.08%	13.89%	13.65%	13.62%	13.49%	13.04%	12.95%	12.97%
Pine	16.02%	16.18%	16.27%	15.85%	16.09%	15.90%	15.91%	15.83%	15.17%	15.24%	14.93%

East Central Regional Library

Some perspective

Aitkin County – Increase $36,088

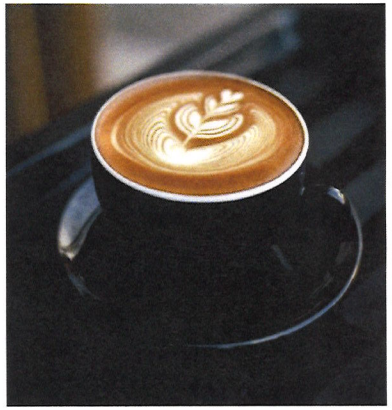
- $2.17 per capita increase
- 2025 total cost for library services would be $17.31 per capita



$18.98 Retail



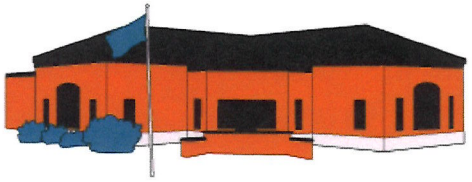
$18 – 1 adult & 1 child (Brainerd)



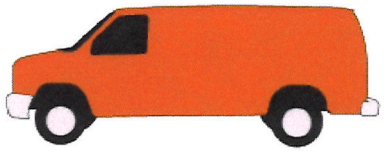
$17.67 - 3 med lattes

East Central Regional Library

Questions?







East Central Regional Library

Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: Sept. 10, 2024

Title of Item: University of Minnesota Extension Budget Presentation

☑ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☐ CONSENT AGENDA	☐ Approve/Deny Motion	☑ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
		**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert	**Estimated Time Needed:** 20

Summary of Issue:

Tony Hansen, University of Minnesota Extension Regional Director - Northeast Region, will be on site to present the 2025 proposed budget and new Memorandum of Agreement.

Attached are the 2025 budget documents and agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion Only.

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

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

UNIVERSITY OF MINNESOTA EXTENSION

MAKING A DIFFERENCE IN MINNESOTA: ENVIRONMENT + FOOD & AGRICULTURE + COMMUNITIES + FAMILIES + YOUTH

MEMO FROM REGIONAL DIRECTOR

2025 Extension Department Budget

To: Aitkin County Board of Commissioners and Administration

Date: June 3, 2024

On behalf of the Aitkin County Extension Committee (CEC), this memo provides an overview of their recommendations for 2025 Extension Department budget.

As part of the annual budget process, the 2025-2027 Memorandum of Agreement (MOA), which provides for Extension programs locally and employing Extension Staff, was discussed with the CEC. The MOA will be presented to the county board at a future meeting date. The MOA includes the calculated package price for local staff working in this county. The package price is all-inclusive and includes employees' salary, benefits and other direct costs such as travel (mileage, meals, and lodging) and training. The funds counties pay also cover indirect costs such as human resources (e.g. employment searches, payroll, and performance management), finance and planning (e.g. accounting, expense reimbursement, oversight for risk management and contract management) and administrative support provided at the regional and state level for local programs.

The CEC is recommending maintaining the 2025 department budget to be consistent with the 2024 final budget except as noted below:

- Account Code 6262: U of MN Professional Contracts– 2025 represents year 1 of the 2025-27 Memorandum of Agreement (MOA) between Aitkin County and the University of Minnesota, which includes an increase of $20,300 for 2025.
- Account Code 6360: Mileage- Extension Comm- Requesting an increase from $250 to $600 for reimbursing Extension Committee member mileage when they attend committee meetings

I would welcome the opportunity to meet with the Aitkin County Board to discuss this budget request. Thank you for your ongoing support as you consider these recommendations.

RESPECTFULLY SUBMITTED BY

Tony Hansen

hans8122@umn.edu 218-828-2286

UNIVERSITY OF MINNESOTA EXTENSION

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Aitkin County Extension 2025 Budget Proposal

Account Number	Account Description	2023	End of 2023 Actuals	2024	2025	Difference from 2024	Notes
01-601-000-0000-5559	**4-H Program Reimbursements**		**2000**				
01-601-000-0000-6205	Postage	600.00	356.00	600.00	600.00	0.00	
0-601-000-0000-6230	Printing, Publishing & Adv	100.00	0.00	100.00	100.00	0.00	
01-601-000-0000-6231	Services & Charges	0.00	0.00	0.00	0.00	0.00	
01-601-000-0000-6250	Telephone	50.00	49.86	50.00	50.00	0.00	
01-601-000-0000-6262	U of Mn Professional Contracts	82,349.00	78,681.00	85,092.00	105,392.00	20300.00	Increased position costs- Extension Staff & Intern- See 2025-27 MOA Proposal
01-601-000-0000-6330	Transportation (employees)	0.00	0.00	0.00	0.00	0.00	
01-601-000-0000-6332	Hotel/Motel Lodging	0.00	0.00	0.00	0.00	0.00	
01-601-000-0000-6340	Meals	0.00	0.00	0.00	0.00	0.00	
01-601-000-0000-6350	Per Diem – Extension Committee	850.00	840.00	850.00	850.00	0.00	
01-601-000-0000-6360	Mileage – Extension Comm	250.00	535.80	250.00	600.00	350.00	
01-601-000-0000-6405	Office Supplies	2,000.00	0.00	2,000.00	2,000.00	0.00	
01-601-000-0000-6625	Office Equipment	0.00	0.00	0.00	0.00	0.00	
	TOTALS	**86,199.00**	**78,463.00**	**88,942.00**	**109,592.00**	**20,650.00**	

6262- U of MN Professional Contracts

Item	2024	2025
Fair Entry	300.00	300.00
Quickbooks	500.00	500.00
1.0 FTE 4-H Educator	80,648.00	100,000.00
Summer Intern	3,644.00	4,592.00
Total	85,092.00	105,392.00

4-H Internship Details

	2024	2025
Rate per hour	$15.72	$22.56
Hours (25/week for 8 weeks)	200 hours	270 hours
Total County Funded	$3,644.00	$4,592.00
Total 4-H Federation Funded	$1,500.00	$1,500.00
Total	$5,144.00	$6,092

Agreement
Between the Regents of the University of Minnesota
And
Aitkin County, Minnesota
For providing Extension programs locally and employing Extension Staff

This Agreement ("Agreement") between the County of Aitkin, Minnesota ("County") and Regents of the University of Minnesota on behalf of its Extension unit, 240 Coffey Hall, St. Paul, Minnesota, 55108 ("University") is effective January 1, 2025, and supersedes and replaces any and all current or existing agreements relating to Extension and its programs that may exist between the County and University.

The term of this Agreement shall be three (3) years, beginning on January 1, 2025 and ending on December 31, 2027, unless earlier terminated as provided in paragraphs 9 and 10.

WITNESSETH:

WHEREAS, Minn. Stat. §38.34 authorizes a Board of County Commissioners to incur expenses and spend money for County Extension work; and

WHEREAS, the money set aside and appropriated by the County Board in the County Extension Fund may be paid out by orders of the University's Director of Extension, or the Director's designee, as identified in Minn. Stat. §38.36, Subd. 3; and

WHEREAS, Minn. Stat. §38.37 provides that Extension educators must be employed according to University personnel procedures and must be University employees; and

WHEREAS, it is the intention of the County and University that the University shall provide Extension services on behalf of the County in exchange for considerations as detailed herein.

NOW THEREFORE, in consideration of the mutual undertaking and agreements contained within this Agreement, the County and University hereby agree as follows:

1. In accordance with Minn. Stat. §38.37 County desires to augment the University's state-wide Extension programs (Programs) as detailed in Exhibit A, Table A. Exhibit A also details the University-hired administrative support specialists, short-term temporary casual program staff, and the grant/partner-funded positions that the County supports. Program deliverables are listed in Exhibit B.

2. County recognizes that University costs for supporting these Programs and positions increase from year to year. The costs payable for these positions are reviewed by the Association of Minnesota Counties' ("AMC") Extension Committee and University's Extension central administration, at which time the parties agree on an appropriate inflation factor for the coming year(s). Unless County and University otherwise agree, the inflation factor will be as agreed to by AMC and University.

3. Based on the County's funding commitment, University agrees to hire, schedule, pay, and evaluate employees. University employees will follow University policies, procedures, contracts and labor agreements. University will provide salary and fringe benefits for the positions and, following University personnel guidelines, University will determine the salary adjustment of each University Extension employee. University will provide employee supervision, staff development, and performance management. University also agrees to provide Program leadership, connections to University research, enhanced programming from state/regional Extension employees, oversight for risk management and contract management, and payroll and accounting services, including reimbursing employees for business travel.

4. County agrees to provide office space, office furnishings, telephone, computer and printer, software, internet service, storage space, and general office supplies for the positions listed on Exhibit A. The University will recommend technology needs (Exhibit C).

5. University will bill the County quarterly and the County will submit payment within thirty-five (35) days of receipt of the bill. The total annual amount to be paid by the County for the Program positions shall be billed and paid in four (4) equal quarterly payments. University will bill the County for short-term temporary casual positions as outlined in Exhibit A.

6. During an extended leave of absence (e.g. FMLA; educational leave), the University will continue the Program with regional educators and/or temporary employees with the involvement and concurrence of the County. The County will be billed at the contract price and will not incur any additional charges for regional educators or temporary employees. If the Program is reduced during a leave of absence, the University and County will mutually agree to the amount the invoice should be adjusted.

7. As vacancies occur (e.g. retirement, resignation), and if the County and University agree to continue to support the desired Program and position, University will hire new personnel with the involvement and concurrence of the County. The County will not be billed for a position during the time that position is vacant. If temporary employees are hired to continue the Program during the hiring process, the County will be billed at the contract price.

8. Annually, the County Extension Committee, in coordination with University, will be responsible for approving the County Extension educational programming and services, as provided for in Minn. Stat. §38.37. The County Extension Committee will have the option to provide input to University on Programs as part of the University's annual Program evaluation. County and University will work together to address Program concerns. Program or personnel issues that cannot be resolved locally, should be addressed with the supervisor (Exhibit D - Org. Chart).

9. Nothing in this Agreement precludes the County or University at any time during the term of this Agreement from requesting a modification of the Program, including an adjustment of the number of University Extension personnel working in the County. The County or University will provide a minimum of ninety (90) days prior notice if either party desires a change in Programs that results in a decrease in the staffing or funding level, and both parties agree to enter into good faith discussions to address such request.

10. If University or the County in good faith determines that funding is no longer available to support the Programs or positions providing services locally, either party may terminate this Agreement. Termination of the Agreement in its entirety requires a minimum of ninety (90) days' prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement.

If to County:	Aitkin County Auditor 307 2nd St. NW, Room 121 Aitkin, MN 56431 auditor@co.aitkin.mn.us
If to University:	University of Minnesota Minnesota Extension Attn: Dean Beverly R. Durgan 240 Coffey Hall 1420 Eckles Avenue St. Paul, MN 55108 E-mail: mnext@umn.edu

11. Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County's liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws. The University's liability is governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

12. Pursuant to Minn. Stat. §16C.05, Subd. 5, the University agrees that County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of relating to this Agreement. University agrees to maintain these records in accordance with applicable law.

13. All data collected, created, received, maintained, or disseminated for any purposes by the activities of University because of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chap. 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

14. With respect to their obligations under this Agreement, the University and the County are committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation or other classifications protected by state or federal law. In adhering to this policy, the University abides by the Minnesota Human Rights Act, Minnesota Statute Ch. 363A; by the Federal Civil Rights Act, 42 U.S.C. 2000e; by the requirements of Title IX of the Education Amendments of 1972; by Sections 503 and 504 of the Rehabilitation Act of 1973; by the Americans With Disabilities Act of 1990; by Executive Order 11246, as amended; by 38 U.S.C. 2012, the Vietnam Era Veterans Readjustment Assistance Act of 1972, as amended; and by other applicable statutes and regulations relating to equality of opportunity.

15. This Agreement may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Agreement may be delivered by electronic means, such as email, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

– Signature Page Follows –

IN WITNESS WHEREOF, the parties by their respective authorized agents or officers have executed this Agreement.

County of Aitkin

BY _____
Chair, County Board of Commissioners

DATE _____

Approved as to form:

BY _____
County Attorney

DATE_____

Regents of the University of Minnesota

BY _____
Dean, University of Minnesota Extension

DATE _____

Agreement between the Regents of the University of Minnesota through its Extension And Aitkin County, Minnesota

Exhibit A: Extension Programs and Positions Supported by the County

The County has agreed to support the following University of Minnesota Extension Programs and positions. Package prices are based on a three-year commitment unless otherwise noted.

Table A: Programs

County agrees to provide the funds identified below to augment the following Extension Programs and positions. Package prices include salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Program/Position	2025		2026		2027	
	FTE	Price	FTE	Price	FTE	Price
Extension Educator- 4-H Youth Development	1	$100,000	1	$103,000	1	$106,100
Total		$100,000		$103,000		$106,100

Table B: Short-term Temporary Casual Program Staff (e.g. College Intern; Summer Coordinator)

County agrees to provide the funds identified below to support University-hired short-term temporary casual program staff. Salary and fringe vary by classification and experience. Unless otherwise noted, the University has the flexibility to hire individuals into the classification that matches the employee's qualifications and best serves the county Program needs. Funds provided will be used to cover salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Temp-Casual Staff: 4-H	2025 Total Funds	2026 Total Funds	2027 Total Funds
Rate per hour	$22.56	$23.24	$23.94
Hours	270 hours	270 hours	270 hours
4-H Federation Funded	$1,500	$1,500	$1,500
County total each year	$4,592	$4,775	$4,964
Total	$6,092	$6,275	$6,464

Table C: Grant/Partner Funded Positions

County is not obligated to provide funds and the University shall not bill for the following grant or partner-funded positions. County agrees to provide "local support" as specified in paragraph 4 of the Agreement unless otherwise specified. University agrees to provide salary, fringe, travel, and other expenses as described in paragraph 3 of the above-referenced "Agreement."

Program	Position/Working Title	Grant/Funding Partner	Local Support
Family, Health, and Wellbeing	SNAP-Ed Health & Wellness Coordinator	MN Dept of Human Services	As specified in the Agreement, paragraph 4 except for a computer

Agreement between the Regents of the University of Minnesota through its Extension and Aitkin County, Minnesota

Exhibit B: Program Deliverables

The University of Minnesota Extension offers the County four options for augmenting Extension programming locally. Deliverables within a county depend on the Program(s) selected (Exhibit A - Table A) and the level of investment in the Program.

4-H Youth Development:

1. The county 4-H program will be delivered to promote youth learning, leadership and service with research-based curricula and educational methods.
2. All 4-H'ers will have opportunities to showcase their learning, leadership and service at public events.
3. All 4-H'ers will have opportunities to participate in regional, state and national 4-H programs and events.
4. A volunteer system will be in place to recruit, train and engage adults to support the delivery of the county 4-H program.
5. Community needs and opportunities will be discussed and 4-H program plans, program calendar, impact reports and other communications will be shared with the County Extension Committee, 4-H membership and families, and other stakeholders.

Family, Health and Wellbeing:

1. Extension Educators and SNAP Ed/EFNEP Health and Wellness Coordinators will promote health through education in family nutrition, family resource management/finances, family mental health, substance use and recovery, and/or parent education.
2. Extension Educators and SNAP ED/EFNEP Health and Wellness Coordinators will work with, adapt, and deliver programs for new, diverse, and historically underserved audiences.
3. Extension educators will develop, train, consult, implement, and evaluate educational programs based in scholarly/scientific research and community needs/assets.
4. Extension Educators will conduct applied research in collaboration with campus faculty and county partners, if applicable to local needs and demographic trends.
5. Extension will communicate with the County Extension Committee and other stakeholders by discussing community needs, sharing program goals to meet community needs, sharing impact reports, and discussing feedback for future programming.

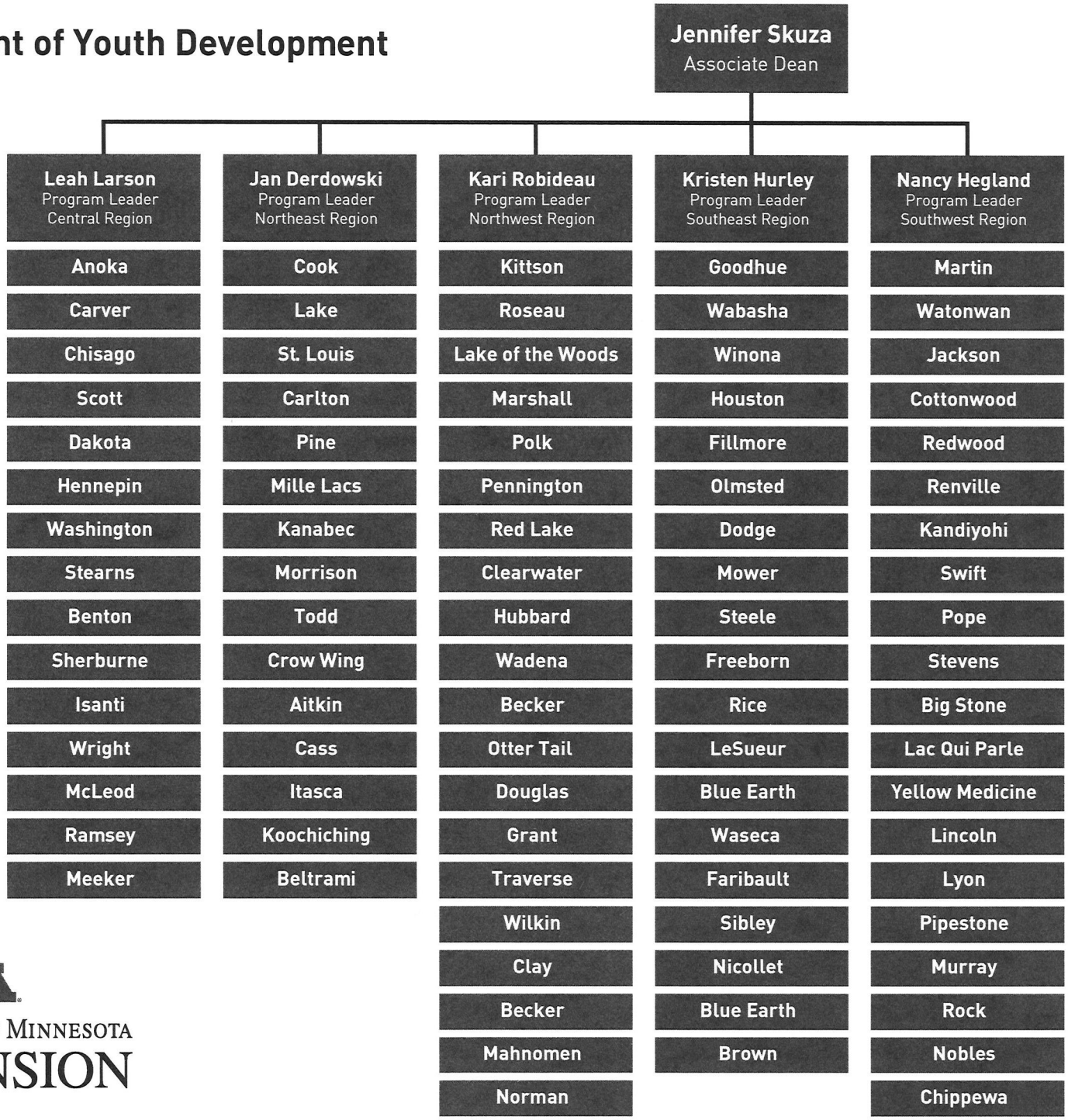
Agreement between the Regents of the University of Minnesota through its Extension and Aitkin County, Minnesota

Exhibit C: University Recommendations

The County will determine the level of availability and type of local support as established in the annual budget. Per the Memorandum of Agreement, paragraph 4, the University offers the following recommendations for technology support for Extension employees located in county Extension offices.

1. **Technology recommendations for Extension employees located in county Extension offices**
   - Hardware: Laptop computer; keyboard and mouse; monitor; docking station; camera with microphone; and, printer or access to a shared printer for each employee.
     - A laptop computer is recommended over a desktop computer for ease of use offsite (e.g. county fair; programs)
   - Software: Allow for installation, use, and updates to University-provided software on county hardware and networks: Google Workspace; Microsoft Office; Web Conferencing (e.g. Zoom); 4HOnline
     - Google Workspace is used by the University for email, shared calendars, online document editing and storage, and quick connections by chat or video.
     - Microsoft Office is used to create documents, spreadsheets, and presentations.
     - Web Conferencing tools, like Zoom, are used by the University for regularly scheduled internal and external meetings and training (e.g. updates on 4honline and fair entry software).
     - 4-HOnline is an online member enrollment and event management software used by Minnesota 4-H.
   - Website Access:
     - University and Extension web pages are used for internal communication, accessing resources for program participants, and updating county websites.
   - Social Media Access
     - Facebook and X (formerly Twitter) are used for promoting programming to the public, including 4-H members and volunteers.
   - Access to electronic county forms/documents required for the position.
   - Support from County IT.

Department of Youth Development



UNIVERSITY OF MINNESOTA
EXTENSION

Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Consider Mississippi Headwaters Letter of Support

☑ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☐ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	provide copy of hearing notice that was published	

Submitted by: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 20 Min.

Summary of Issue:

Mississippi Headwaters Executive Director Tim Terrill will present a short overview of the history of the board and its mission.

The Board of Commissioners will also be asked to take action on the attached letter of support.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve/Deny attached letter of support.

Financial Impact:
Is there a cost associated with this request? ☑ *Yes* ☐ *No*
What is the total cost, with tax and shipping? $ $1,500
Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

Asking to sign a letter of support for an increase in appropriation from $1,500 to $3,000 dependent on legislative funding.

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

Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St. Ste. 34- Brainerd, MN 56401
Web Site: www.mississippiheadwaters.org

DATE_____

From: _____ County
To: Mississippi Headwaters Board
RE: MHB legislative increase

Dear Chair Van Kempen,

_____ County realizes that the Mississippi Headwaters Board (MHB) was created as a Joint Powers Board in 1980 to protect the first 400 miles of the Mississippi river. The boards mission is to enhance and protect outstanding and unique natural, scientific, historical, recreational, and cultural values in the first 400 miles of the Mississippi River from its source at Lake Itasca in Clearwater County to the southerly boundary of Morrison County.

Over the past 40 years the MHB has protected their jurisdictional area through a regulatory program that places consistent zoning controls on the first four hundred miles of shoreline on the Mississippi river and Headwaters lakes. This has enabled people to enjoy the wild and scenic values of the Mississippi river while keeping local control in the hands of county commissioners instead of the federal government. We also agree that their voluntary programs like the easement and acquisition program, social media program, and recreational signage on the Mississippi river have contributed to our county's mission while adding value to our area as well.

_____ County fully supports the request of the MHB to the legislature for a biennium increase in base funding from $248,000 to $350,000 to help fulfill their statutory obligation and continue to allow local control and voluntary programs that promote water quality, habitat, and a vibrant recreational economy. If this measure was passed by the legislature, then our county would consider increasing its annual contribution to use as a match for this funding. We would also continue the total eight county in-kind contribution of 1/3rd to ½ million dollars of annual contribution as well.

Sincerely,

_____ County

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

ADOPTED July 9, 2019

By Commissioner: Westerlund **20190709-055**

Adoption of Mississippi Headwaters Board 2019 Comprehensive Plan

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

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

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

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

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

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

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

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

FIVE MEMBERS PRESENT All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 9th day of July, 2019 and that the same is a true and correct copy of the whole thereof.

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

Jessica Seibert
County Administrator

103F.361 FINDINGS AND INTENT.

Subdivision 1. **Findings.** The legislature finds that:

(1) the Mississippi River from its outlet at Lake Itasca, Clearwater County, to the southerly boundary of Morrison County, Minnesota, possesses outstanding and unique natural, scientific, historical, recreational and cultural values deserving of protection and enhancement;

(2) the counties of Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison have entered into a joint powers agreement pursuant to law to develop a plan for the protection and enhancement of the foregoing values; and

(3) the plan adopted by the counties pursuant to the joint powers agreement establishes guidelines and minimum standards for cooperative local management of this segment of the Mississippi River.

Subd. 2. **Legislative intent.** It is the intent of sections 103F.361 to 103F.377 to authorize and direct the board and zoning authorities to implement the plan for the Mississippi headwaters area.

History: *1990 c 391 art 6 s 41; 1992 c 476 s 1; 1Sp2019 c 4 art 3 s 78*

103F.367 MISSISSIPPI HEADWATERS BOARD.

Subdivision 1. **Establishment.** The Mississippi Headwaters Board established by the counties of Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison by agreement entered into on February 22, 1980, pursuant to section 471.59, is established as a permanent board with authority to prepare, adopt, and implement a comprehensive land use plan designed to protect and enhance the Mississippi River and related shoreland areas situated within the counties.

Subd. 2. **Membership.** (a) The board shall consist of eight members. The governing body of each county shall appoint one of its members to serve on the board.

(b) The terms of board members are two years commencing on the first Monday in January of odd-numbered years.

(c) Vacancies on the board shall be filled for the remainder of the term by the governing body that made the original appointment.

(d) The governing body of a county may designate another member of the governing body or a county officer to act as an alternate for the member appointed by that county.

Subd. 3. **Officers.** (a) The board shall annually appoint from among its members a chair, vice-chair, and secretary-treasurer who shall serve for concurrent one-year terms.

(b) The chair shall preside over all meetings of the board and may call special meetings at reasonable times and upon adequate notice when necessary.

(c) The vice-chair shall preside over the meetings of the board in the absence of the chair.

(d) The secretary-treasurer or the designee of the secretary-treasurer shall keep a record of all proceedings of the board. The secretary-treasurer shall provide for the proper receipt and disbursement of funds.

Subd. 4. **Meetings.** (a) The regular meetings of the board shall be held at times and places prescribed by it.

(b) A majority of all members of the board shall constitute a quorum and a majority vote of all members shall be required for actions taken by the board.

Subd. 5. **Staff and contracts.** The board may employ staff and contract for goods and services as necessary to implement sections 103F.361 to 103F.377. Contracts are subject to the statutory procedures and restrictions applicable to county contracts.

Subd. 6. **Funding.** The board shall annually submit to each county for its approval an estimate of the funds it will need from that county in the next fiscal year to prepare and implement the plan and otherwise carry out the duties imposed upon it by sections 103F.361 to 103F.377. Each county shall, upon approval of the estimate by its governing body, furnish the necessary funds to the board. The board may apply for, receive, and disburse federal, state, and other grants and donations.

Subd. 7. **Advisory committees.** The board shall appoint advisory committees, representing a broad geographical area and diverse public interests, and conduct public meetings and hearings necessary to afford the public an opportunity to become fully informed of all deliberations in the preparation and implementation of the plan.

AGREEMENT BETWEEN THE COUNTIES OF CLEARWATER, HUBBARD, BELTRAMI, CASS, ITASCA, AITKIN, CROW WING, AND MORRISON TO ESTABLISH A JOINT POWERS BOARD.

SECTION I - ESTABLISHMENT

Pursuant to the authority contained in M.S.A. 471.59 it is hereby resolved that Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing and Morrison County Boards do thereby establish a joint powers board hereinafter referred to as the Mississippi Headwaters Board.

SECTION II - PURPOSE

The purpose of the Mississippi Headwaters Board shall be to formulate plans for the area under its jurisdiction; to protect the Upper Mississippi River from uncontrolled and unplanned development through the preparation and adoption of a comprehensive management plan for the river and adjacent lands. This management plan will provide for: the adoption of strong local zoning ordinances, recreational use of the river and adjacent public lands, donation or purchase of critical lands in the public interest, and sound management of existing public lands along the River.

SECTION III - ORGANIZATION

A. MEMBERSHIPS - The membership of the Mississippi Headwaters Board shall be composed of one county commissioner, designated by the county board, from each member county.

B. TERM OF OFFICE - The term of office will run concurrently with each member's term

1. Chairman: It shall be the duty of the chairman to preside over all meetings of the Mississippi Headwaters Board. He shall have the power to call special meetings at reasonable times with reasonable notice when it is deemed such a meeting is necessary to the conduct of the business of the Mississippi Headwaters Board.

2. Vice Chairman: It shall be the duty of the vice chairman to preside over the meetings of the Mississippi Headwaters Board in the absence of the chairman. The term of office of the vice chairman shall run concurrently with the chairman.

3. Secretary/Treasurer: It shall be the duty of the secretary/treasurer to keep, or designate a person to assist in keeping a record of all proceedings of the Mississippi Headwaters Board, to provide for the proper receipt and disbursement of funds, and to perform all other duties normally assigned to the secretary/treasurer of a deliberative body. The term of office of the secretary shall run concurrently with the chairman.

D. VOTING - Each member of the Mississippi Headwaters Board shall have one (1) vote.

SECTION IV - MEETINGS

A. The Mississippi Headwaters Board shall meet in regular session on _____ day of each month at Walker in the county courthouse.

B. The meetings will be alternately held in each county courthouse of member counties. The rotation of county meetings are to be set by the chairman.

C. Special meetings may be held under the circumstances outlined in Section III-C-1.

D. A quorum shall consist of a majority attendance of board members.

SECTION V - DUTIES AND RESPONSIBILITIES

C. The Mississippi Headwaters Board will have the power to develop and recommend a schedule for plan implementation by member counties and to provide for common administration of essential parts thereof.

D. The Mississippi Headwaters Board will have the responsibility to initiate and maintain a liaison with governmental agencies necessary to complete a comprehensive plan for the Mississippi River within the member counties jurisdiction.

E. The Mississippi Headwaters Board will have the authority to appoint advisory committees and conduct such public meetings and hearings as are necessary to provide full public review and participation of the management plan for the Mississippi River.

F. The Mississippi Headwaters Board will also have the responsibility to arrange for the independent audit of its expenditures and disbursements, consistent with state law.

G. Exercise of these powers and duties will require a majority of the Mississippi Headwaters Board voting members.

SECTION VI - AMENDMENTS

Amendments to this agreement will require a consensus of all voting members.

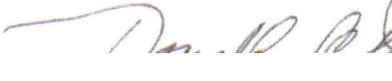
SECTION VII - EFFECTIVE DATE

This resolution shall take effect and be in force from and after the date of its signing.

SECTION VIII - AUTHORIZATION

IN WITNESS THEREOF, the respective counties by resolution duly adopted by its county board(s), causes this agreement to be signed by its designee and attested to all on the day and year signed.

FOR: CLEARWATER COUNTY BOARD OF COMMISSIONERS

BY: 

FOR: BELTRAMI COUNTY BOARD OF COMMISSIONERS

BY: R E Boyer Sr.

WITNESS: Jim Thoreen

DATE: February 22, 1980

FOR: CASS COUNTY BOARD OF COMMISSIONERS

BY: Virgil F. Foster

WITNESS: Albin R. Carlson

DATE: February 22, 1980

FOR: ITASCA COUNTY BOARD OF COMMISSIONERS

BY: Alf Madsen

WITNESS: Lloyd Nesseth

DATE: Feb 22 1980

FOR: AITKIN COUNTY BOARD OF COMMISSIONERS

BY: L H Schroeder

WITNESS: Franklin O. Draper

DATE: February 22, 1980

FOR: CROW WING COUNTY BOARD OF COMMISSIONERS

BY: [illegible]

WITNESS: [illegible]

DATE: 22 Feb 1980

FOR: MORRISON COUNTY BOARD OF COMMISSIONERS

BY: Michael B Timo

WITNESS: Myron K Fearney

DATE: 2/22/80

AGREEMENT BETWEEN THE COUNTIES OF CLEARWATER, HUBBARD, BELTRAMI, CASS, ITASCA, AITKIN, CROW WING, AND MORRISON TO ESTABLISH A JOINT POWERS BOARD.

SECTION I – ESTABLISHMENT

Pursuant to the authority contained in M.S.A. 471.59 it is hereby resolved that Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing and Morrison County Boards do thereby establish a joint powers board hereinafter referred to as the Mississippi Headwaters Board.

SECTION II – PURPOSE

The purpose of the Mississippi Headwaters Board shall be to formulate plans for the area under its jurisdiction; to protect the Upper Mississippi River from uncontrolled and unplanned development through the preparation and adoption of a comprehensive management plan for the river and adjacent lands. This management plan will provide for: the adoption of strong local zoning ordinances, recreational use of the river and adjacent public lands, donation or purchase of critical lands in the public interest, and sound management of existing public lands along the River.

SECTION III - ORGANIZATION

A. MEMBERSHIPS – The membership of the Mississippi Headwaters Board shall be composed of one county commissioner, designated by the county board, from each member county.

B. TERM OF OFFICE – The term of office will run concurrently with each member's term on their respective county boards. The chairman shall serve a term of office of one (1) year.

C. OFFICERS – The officers of the board shall consist of a chairman, vice chairman, and a secretary. The chairman, vice chairman, and secretary shall be selected by a majority vote of the board members.

1. Chairman: It shall be the duty of the chairman to preside over all meetings of the Mississippi Headwaters Board. He shall have the

power to call special meetings at reasonable times with reasonable notice when it is deemed such a meeting is necessary to the conduct of the business of the Mississippi Headwaters Board.

2. Vice chairman: It shall be the duty of the vice chairman to preside over the meetings of the Mississippi Headwaters Board in the absence of the chairman. The term of office of the vice chairman shall run concurrently with the chairman.

3. Secretary/Treasurer: It shall be the duty of the secretary/treasurer to keep, or designate a person to assist in keeping a record of all proceedings of the Mississippi Headwaters Board, to provide for the proper receipt and disbursement of funds, and to perform all other duties normally assigned to the secretary/treasurer of a deliberative body. The term of office of the secretary shall run concurrently with the chairman.

D. VOTING – Each member of the Mississippi Headwaters Board shall have one (1) vote.

SECTION IV – MEETINGS

A. The Mississippi Headwaters Board shall meet in regular session on the 3rd Friday of each month at Walker in the county courthouse.

B. The meetings will be alternately held in each county courthouse of member counties. The rotation of county meetings are to be set by the chairman.

C. Special meetings may be held under the circumstances outlined in Section III-C-1.

D. A quorum shall consist of a majority attendance of board members.

SECTION V – DUTIES AND RESPONSIBILITIES

A. The Mississippi Headwaters Board shall have the power to contract for services, in the manner prescribed by law, that are required and necessary to prepare a comprehensive plan for protection of the Upper Mississippi River within the boundaries of the member counties.

B. The Mississippi Headwaters Board shall have the power to accept and disburse funds; and to apply for state and federal funds necessary to prepare and implement its plan.

C. The Mississippi Headwaters Board will have the power to develop and recommend a schedule for plan implementation by member counties and to provide for common administration of essential parts thereof.

D. The Mississippi Headwaters Board will have the responsibility to initiate and maintain a liaison with governmental agencies necessary to complete a comprehensive plan for the Mississippi River within the member counties jurisdiction.

E. The Mississippi Headwaters Board will have the authority to appoint advisory committees and conduct such public meetings and hearings as are necessary to provide full public review and participation of the management plan for the Mississippi River.

F. The Mississippi Headwaters Board will also have the responsibility to arrange for the independent audit of its expenditures and disbursements, consistent with state law.

G. Exercise of these powers and duties will require a majority of the Mississippi Headwaters Board voting members.

SECTION VI – AMENDMENTS

Amendments to this agreement will require a consensus of all voting members.

SECTION VII – EFFECTIVE DATE

This resolution shall take effect and be in force from and after the date of it's signing.

SECTION VIII – AUTHORIZATION

IN WITNESS THEREOF, the respective counties by resolution duly adopted by its county board(s), causes this agreement to be signed by its designee and attested to all on the day and year signed.

Clearwater County Commissioner Donald McCollum
Hubbard County Commissioner Ervin Kahlstorf
Beltrami County Commissioner R.E. Boyer, Sr.
Cass County Commissioner Virgil F. Foster
Itasca County Commissioner Alf Madsen
Aitkin County Commissioner L.H. Schroeder
Crow Wing County Commissioner B. Murphy
Morrison County Commissioner Michael B. Amo

Signed February 22, 1980

Mississippi Headwaters Board Update

A SHORT REVIEW OF THE BIENNIAL CONFERENCE

Who is the MHB?

- We are a regulatory agency that uses regulatory and voluntary actions to protect the Mississippi River.
- Counties perceive us as more regulatory (P&Z), but see value as we provide them non-regulatory grants to accomplish their goals.
- The average citizen thinks we are a non-profit.

Regulatory powers

- Possess planning and zoning authority on the first 400 miles of the Miss. River in the 8 MHB counties (Morrison, Crow Wing, Aitkin, Itasca, Cass, Hubbard, Beltrami, and Clearwater).
- Have a Comprehensive Plan for Counties to administer if a parcel falls within our jurisdiction.
- 8 county commissioners from 8 different counties sit on our board and are decisionmakers. Formed in 1980 as an 8 county Joint Powers Agreement, and are in your One Watershed One Plan and County Zoning Ordinance.

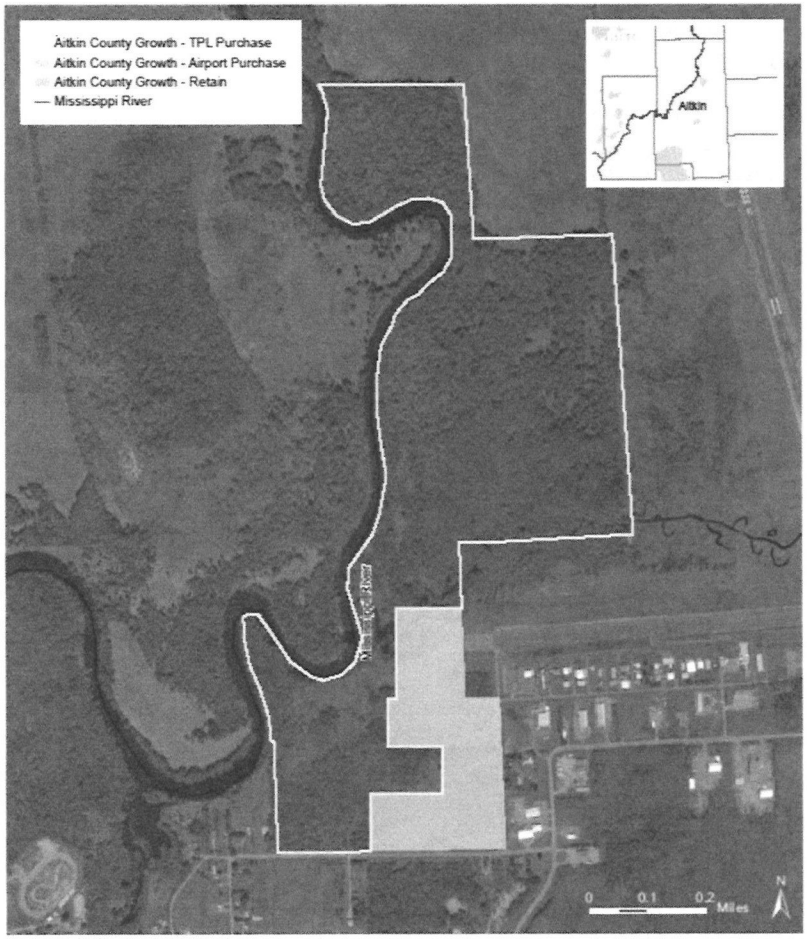
Non-regulatory actions

- Minnesota Traditions AIS social media program
- Miss. Headwaters (MHHCP) easement and acquisition program
- Stormwater initiative with cities.
- Recreational signage/Resourcetainment project.

MN Traditions

- Utilize social media to influence behavioral change in the MN recreational user about protecting our lakes from aquatic Invasive Species. Almost 60,000 followers
- Experienced a 60% increase in engagement.





Aitkin County Growth
Proposed Addition to Aitkin County Forest
Aitkin County, MN

February 9, 2018
Copyright © The Trust for Public Land. The Trust for Public Land and The Trust for Public Land logo are federally registered marks of The Trust for Public Land. Information on this map is provided for purposes of discussion and visualization only. www.tpl.org

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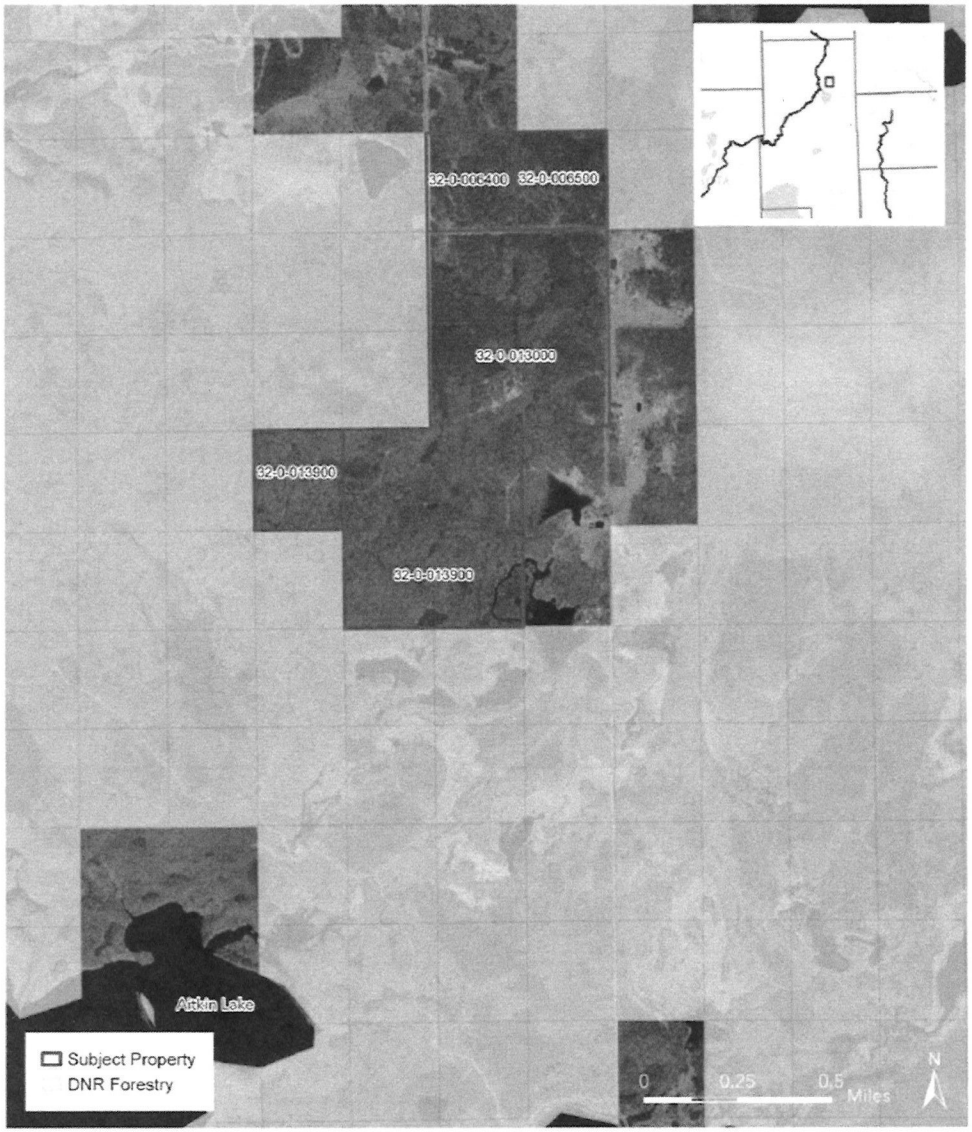
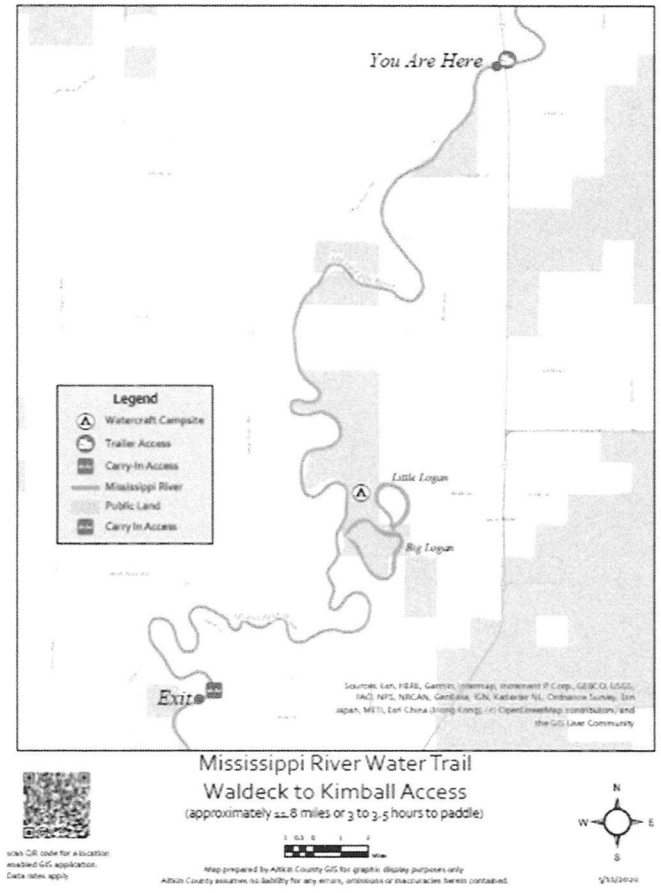
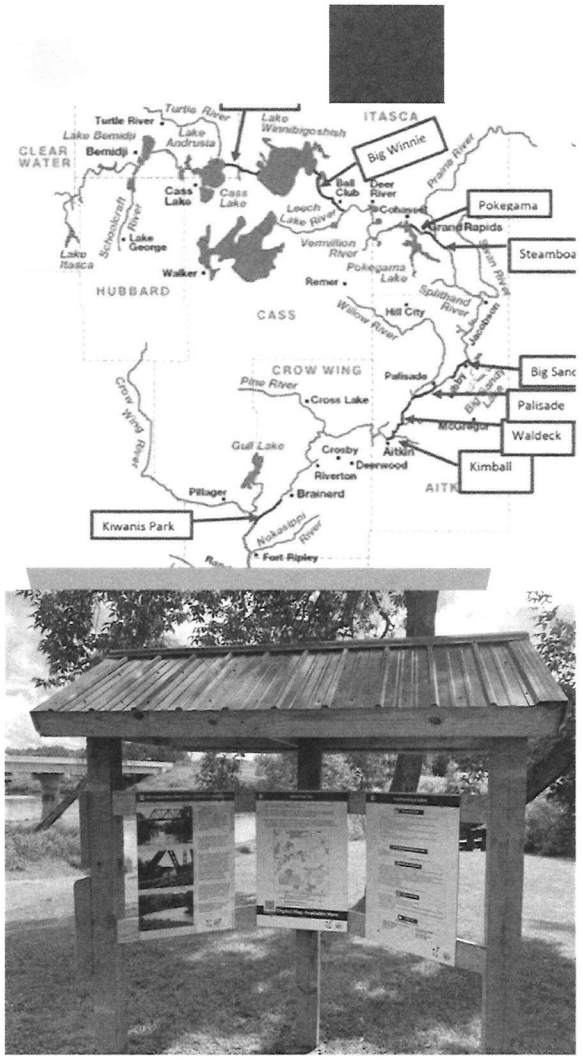



Whispering Woods Ln
Woida Rd
Afton Rd
Atwater Rd
Clearwater Rd
Inglewood Ct
Austin Rd
Dahlin Rd
Cherrywood Dr
Mary St
Fairview Rd
State Hwy 21

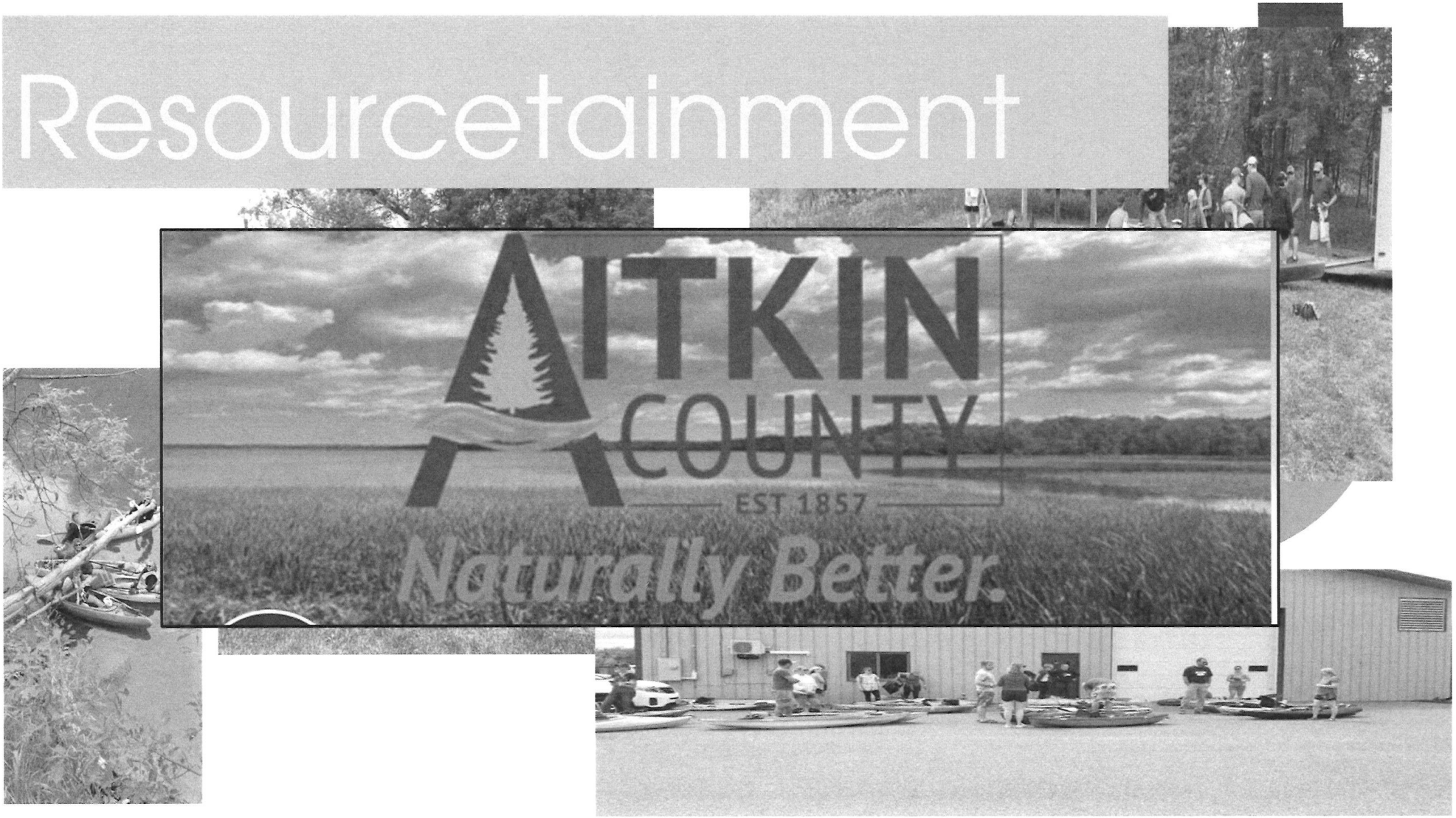
Miss. River Signage Project

- Created signs on the Miss. River so user could enjoy a 3-4 hour day trip.
- Implementing this at visible or highly used sites on the Miss. River.
- QR code on signs to track your location like google maps.





Resourcetainment



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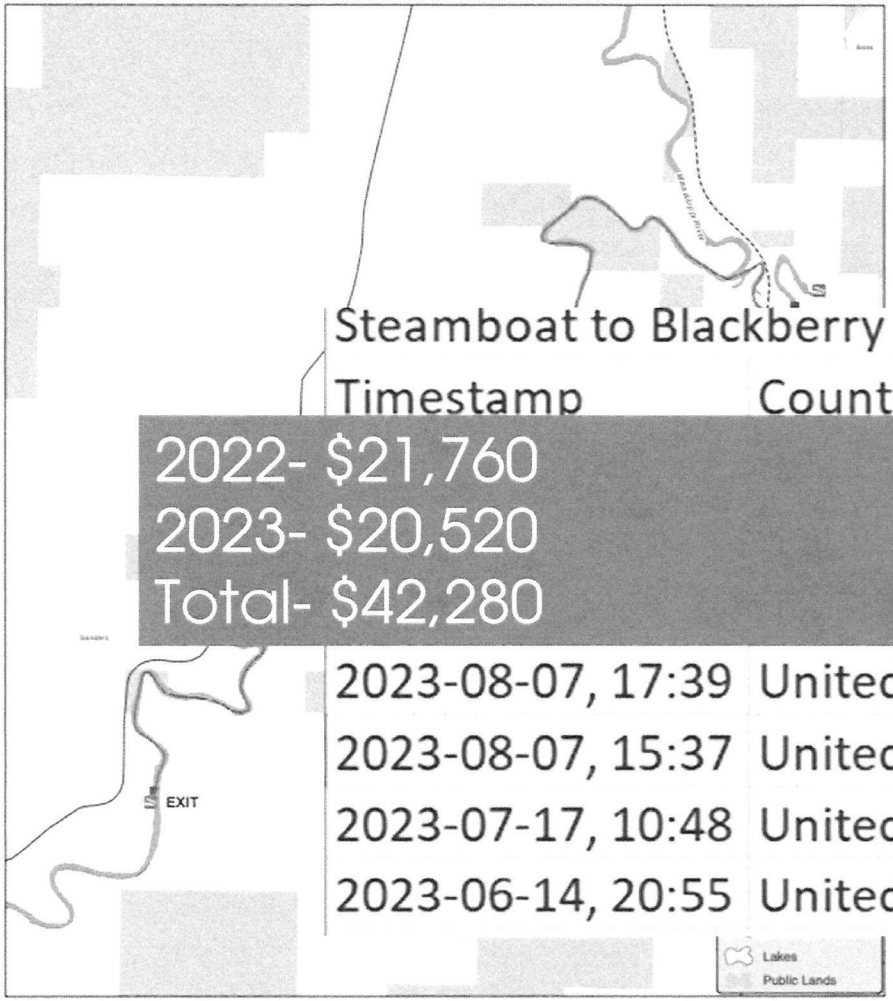

Steamboat to Blackberry Bridge

Timestamp	Country	Platform
2022- $21,760		
2023- $20,520		
Total- $42,280		
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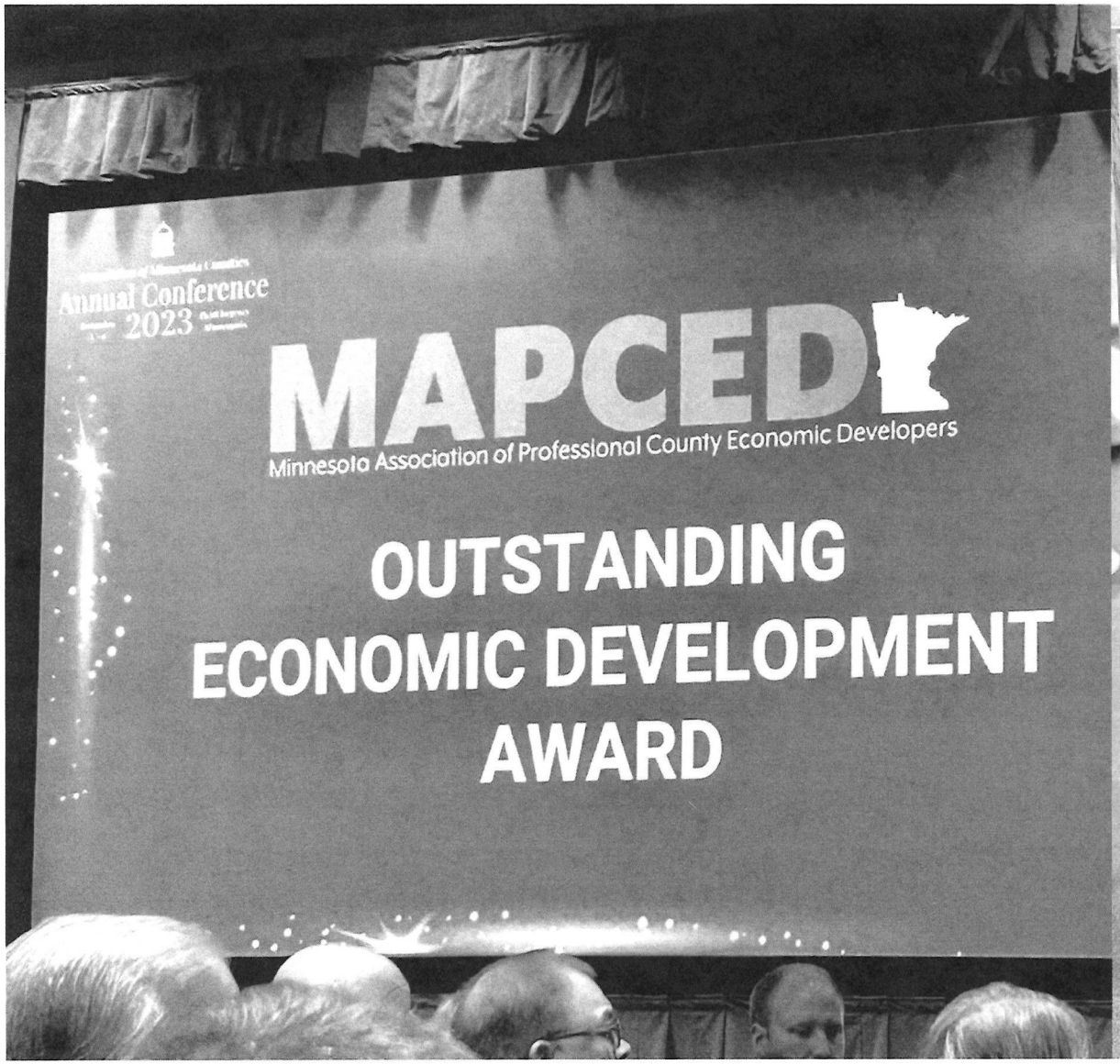
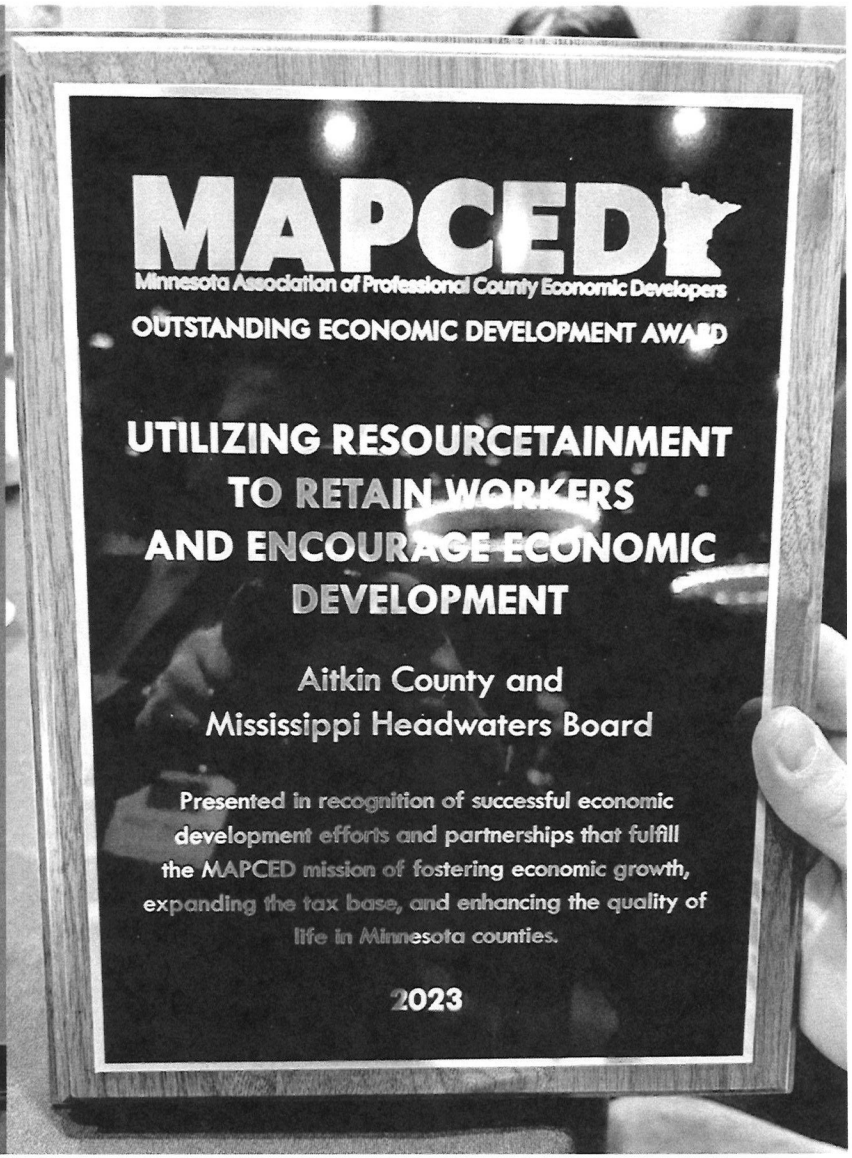
2023-08-07, 15:37	United States	iOS
2023-07-17, 10:48	United States	Android
2023-06-14, 20:55	United States	Android

Mississippi River Water Trail:
Big Sandy Lake Rec. Area to Wold's Ferry Landing
Length of River Stretch: 11 miles, Paddle Time: 4.5 hours

0 0.5 1 2 Miles


Annual Conference
2023
MAPCED
Minnesota Association of Professional County Economic Developers
OUTSTANDING
ECONOMIC DEVELOPMENT
AWARD


MAPCED
Minnesota Association of Professional County Economic Developers
OUTSTANDING ECONOMIC DEVELOPMENT AWARD
UTILIZING RESOURCETAINMENT TO RETAIN WORKERS AND ENCOURAGE ECONOMIC DEVELOPMENT
Aitkin County and
Mississippi Headwaters Board
Presented in recognition of successful economic development efforts and partnerships that fulfill the MAPCED mission of fostering economic growth, expanding the tax base, and enhancing the quality of life in Minnesota counties.
2023

Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St. Ste. 34- Brainerd, MN 56401
Web Site: www.mississippiheadwaters.org

DATE_____

From: _____ County
To: Mississippi Headwaters Board
RE: MHB legislative increase

Dear Chair Van Kempen.

_____ County realizes that the Mississippi Headwaters Board (MHB) was created as a Joint Powers Board in 1980 to protect the first 400 miles of the Mississippi river. The boards mission is to enhance and protect outstanding and unique natural, scientific, historical, recreational, and cultural values in the first 400 miles of the Mississippi River from its source at Lake Itasca in Clearwater County to the southerly boundary of Morrison County.

Over the past 40 years the MHB has protected their jurisdictional area through a regulatory program that places consistent zoning controls on the first four hundred miles of shoreline on the Mississippi river and Headwaters lakes. This has enabled people to enjoy the wild and scenic values of the Mississippi river while keeping local control in the hands of county commissioners instead of the federal government. We also agree that their voluntary programs like the easement and acquisition program, social media program, and recreational signage on the Mississippi river have contributed to our county's mission while adding value to our area as well.

_____ County fully supports the request of the MHB to the legislature for a biennium increase in base funding from $248,000 to $350,000 to help fulfill their statutory obligation and continue to allow local control and voluntary programs that promote water quality, habitat, and a vibrant recreational economy. If this measure was passed by the legislature, then our county would consider increasing its annual contribution to use as a match for this funding. We would also continue the total eight county in-kind contribution of 1/3rd to ½ million dollars of annual contribution as well.

Sincerely,

_____ County

Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Request Public Hearing- CDBG-CV Broadband Grant

☑ REGULAR AGENDA	**Action Requested:**	☐ Direction Requested
☐ CONSENT AGENDA	☑ Approve/Deny Motion	☐ Discussion Item
☐ INFORMATION ONLY	☐ Adopt Resolution (attach draft)	☐ Hold Public Hearing*
	**provide copy of hearing notice that was published*	

Submitted by: Mark Jeffers	**Department:** Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	**Estimated Time Needed:** 10 minutes

Summary of Issue:

CDBG-CV Broadband Grant closure requires a final public hearing once construction is completed. All construction is complete as of 7-23-24.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Schedule public hearing to review the ordinance. Suggested public hearing date and time: September 24, 2024 @ 10:30am.

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☑ *No*

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

Is this budgeted? ☐ *Yes* ☑ *No* *Please Explain:*

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

MINNESOTA SMALL CITIES DEVELOPMENT PROGRAM

MONITORING REPORT

Aitkin County

Broadband Last Mile

CARE-21-0011-O-FY21

Prepared by Chris Nordeng

August 12, 2024

Minnesota Department of Employment and Economic Development
Division of Business and Community Development
Office of Community Finance
Great Northern Building 12th Floor,
180 East Fifth Street,
Saint Paul, MN 55101

INTRODUCTION

On August 8, 2024 Chris Nordeng from the Department of Employment and Economic Development (DEED), Business and Community Development Division (BCD) met with Mark Jeffers, Aitkin County Economic Development Coordinator, at the Aitkin County Courthouse. The purpose of the visit was for on-site monitoring of the Small Cities Development Program, (SCDP-CV) Grant CARE-21-0011-O-FY21in the areas of Grant Management, Financial Management, Fair Housing and Equal Opportunity Employment, Environmental, Public facilities, and Labor Standards. An exit meeting was conducted on August 16, 2024.

GRANT MANAGEMENT

Relevant grant documents were found in the files that are maintained by Aitkin County. These included the approved application, signed agreement, contract between the County and Mille lacs Energy Cooperative, annual progress reports and reimbursement request forms that were submitted to DEED. All policies and plans were in order. These included Residential Anti-Displacement, Drug-Free Workplace, Prohibition of Excessive Force policies, Section 3 plan, and Fair Housing plan.

Annual reports have reported fair housing activities for 2023, and 2024.

Upon grant closeout, all grant records will be maintained by the county for six years after the grant closeout.

There is no findings or concerns in this area.

FINANCIAL MANAGEMENT

Copies of all pay request to DEED were located. Invoices and copies of cancelled checks and lien waivers were provided documenting SCDP payments. Disbursement requests were being signed by authorized personnel.

Two randomly selected disbursements were sampled. There were adequate supporting documentation of the expenditures and no evidence of ineligible costs. All expenditures were incurred during the grant period.

Single audit report (A-133) for fiscal year ending December 31, 2023, and 2024 will need to be submitted as federal funds exceeded the reporting threshold. This will be reported in the final annual report.

The County had followed local and federal government requirements on all procurements and has inserted all the contract requirements stated in the grant agreement in their contracts.

All grantee's staff costs charged to the grant are supported by time distribution records. There was no indirect cost charged to the grant.

There is no findings or concerns in this area.

EQUAL OPPORTUNITY

Aitkin County has taken affirmative steps to solicit contracts with small, minority-owned business and women-owned businesses through marketing and flyers.

Bid documents and contracts contain Executive Order 11246 and Uniform Administrative Requirements pertaining to Minority/Women Business Enterprises Contracting.

There is no findings or concerns in this area.

ENVIRONMENTAL

A centralized file was maintained by Aitkin County and all records were reviewed for accuracy. DEED clearance letter and authority to use funds was in the Counties environmental review records.

No draws from DEED were made for any construction-related expenses before the date of the environmental clearance.

The Notice of Intent to Request Release of Funds received a comment from SHPO that did not require a response or result in a change/adjustment to the project.

There were no Findings or Concerns in this area.

CONSTRUCTION OF PUBLIC FACILITY

Construction of public facility must meet the federal objectives of benefit to low and moderate income on an area basis or meet urgent Community Development Need.

The goal for public facility activity is the construction broadband last mile. The broadband project for last mile has been completed.

HUD LMI mapping was reviewed to determine that over 51% of the community is LMI. The income limits used for the county were 2011-2015 income limits. The federal objective was met with 54.88% benefiting LMI households.

Bid specifications were available for review. There were no changes in the project since the application or the grant agreement.

Federal debarment checks were being performed on contractors. Section 3 certification forms and Women or Minority-Owned business reporting forms from contractors were being collected.

Chris Nordeng conducted an on-site visit on completed project.

There are no concerns in this area.

LABOR STANDARDS

Federal Labor standards rules must apply to projects using SCDP-CV funds that involve public facility improvements. Compliance with Davis Bacon and related Acts must be met.

Labor Standards were reviewed for public facility improvements. Labor Standards provision (HUD 4010) and correct wage decision were attached to the bid packets and construction contracts.

Labor Standards notice; notice of contract award and contractor/subcontractor certifications were in the file. Final compliance report will be submitted once the project is closed.

Administrator had conducted interviews and documentation shows that the correct wage decision, HUD 4010 forms and "Notice to All Employees" had been posted at the job site.

Payrolls were submitted weekly. Interviews were completed and compared to payroll reports received. Additional classification requested is listed in the payrolls. Restitution was not necessary on the available payrolls.

There were no Findings or Concerns in these areas.

SUMMARY

I wish to thank Mark Jeffers for his assistance and cooperation during the monitoring visit. The project has been administered successfully to date and the completed project will have a clear impact on the County.

Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: 9-10-24

Title of Item: CSAH 11 Speed Zone Study

☑ 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: John Welle	**Department:** Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer	**Estimated Time Needed:** 10 minutes

Summary of Issue:

Recent discussions with representatives of the Minnesota State Highway Patrol, MnDOT District 3 Traffic Office, and Crow Wing County Highway Department have led to consensus that a speed zone study should be conducted on Tame Fish Lake Road (Aitkin CSAH 11 and Crow Wing CSAH 14) from US Hwy 169 to TH 6. Existing speed limits on this 6.5 mile highway segment are as follows from east to west: 55 mph - 45 mph - 55 mph - 50 mph - 40 mph - 30 mph. The most recent speed study on the CSAH 11 portion was conducted in 2003 and resulted in the establishment of the 45 mph zone for 1.2 miles in the vicinity of Horseshoe and Farm Island lakes.

The speed zone study would be requested by Aitkin and Crow Wing Counties, with MnDOT District 3 Traffic Office performing the study in accordance with Minnesota Statutes and the Minnesota Manual on Uniform Traffic Control Device.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Resolution

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

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

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

ADOPTED September 10, 2024

By Commissioner: xxx **20240910-xxx**

CSAH 11 Speed Zone Study

WHEREAS, Aitkin CSAH 11 is part of the 6.5 mile segment of Tame Fish Lake Road from US Hwy 169 in Aitkin County to TH 6 in Crow Wing County, and

WHEREAS, a 45 mph speed zone was established by the Minnesota Department of Transportation in 2003 for a 1.2 mile segment of Aitkin CSAH 11 in the vicinity of Horseshoe and Farm Island lakes, and

WHEREAS, the 55 mph statutory speed limit on CSAH 11 west of this established 45 mph speed zone appears to be inconsistent with an established 50 mph speed zone on Crow Wing CSAH 14 beginning at the county line,

NOW THEREFORE BE IT RESOLVED, That the Aitkin County Board of Commissioners requests the Minnesota Department of Transportation to perform a speed zone study on the 3.2 mile segment of Aitkin CSAH 11 from US Hwy 169 the Crow Wing County line.

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 10th day of September 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 10th day of September 2024

Jessica Seibert
County Administrator

Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Set Public Hearing Date for Land Classification

☑ 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: Dennis (DJ) Thompson	**Department:** Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner	**Estimated Time Needed:** 5 Minutes

Summary of Issue:

Set public hearing date for land classification:

MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

ACLD requests that the public hearing be set for November 26, 2024, at 10:05 AM at the Aitkin County Board of Commissioners meeting to be held at the Government Center Board Room for the classification of the attached parcels of tax-forfeited lands.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Pass a motion setting the date and time of the land classification public hearing for November 26, 2024 at 10:05 a.m.

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☑ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

#	Property ID	Legal	Sec	Tws	Ac	Recommended Classification
1	33-0-022900	Lot 6	14	Verdon	0.47	Conservation
2	33-0-053700	Lot 2	34	Verdon	4.75	Conservation
3	39-0-032400	Lot 13	18	Workman	3.75	Conservation
4	19-0-047002	3.0 Ac of Lot 2 S of R/W	27	Logan	3.0	Conservation
5*	23-0-000800	LOT 7 LESS 15 AC	1	Morrison	15.5	Conservation
6*	23-0-002001	FRAC NE NE Less 9 Ac	2	Morrison	31.7	Conservation
7*	23-0-002101	FRAC NW NE Less 31 Ac	2	Morrison	9.8	Conservation
8*	23-0-002201	All of SW NE E of White Elk River Less .21 Ac	2	Morrison	19.8	Conservation
9*	23-0-002301	SE NE Less part S & E of Big Willow River	2	Morrison	36.0	Conservation
10*	23-0-002302	PT SE NE S & E of Willow River	2	Morrison	4.0	Conservation
11*	23-0-018201	N600 Ft of Govt Lot 3	11	Morrison	23.0	Conservation
12	01-0-047200	2 Ac in Lot 4 as in Block 13 DDS P543 (Twp Rd)	23	Aitkin	2.0	Conservation
13	31-1-075000	Lot 1 Block 1	5	Spencer	1.18	Conservation
14	31-1-075100	Lot 2 Block 1	5	Spencer	1.1	Conservation
15	31-1-075200	Lot 3 Block 1	5	Spencer	1.02	Conservation
16	31-1-075400	Lot 5 Block 1	5	Spencer	0.88	Conservation
17	31-1-075600	Lot 7 Block 1	5	Spencer	0.75	Conservation
18	31-1-075800	Lot 9 Block 1	5	Spencer	0.76	Conservation
19	31-1-076000	Lot 11 Block 1	5	Spencer	0.66	Conservation
20	31-1-076100	Lot 12 Block 1	5	Spencer	0.82	Conservation
21	31-1-076200	Lot 13 Block 1	5	Spencer	0.61	Conservation
22	31-1-076400	Lot 15 Block 1	5	Spencer	0.7	Conservation
23	31-1-076500	Lot 16 Block 1	5	Spencer	0.7	Conservation
24	31-1-077200	Lot 23 Block 1	5	Spencer	0.77	Conservation
25	31-1-077300	Lot 24 Block 1	5	Spencer	0.7	Conservation
26	31-1-077400	Lot 25 Block 1	5	Spencer	0.77	Conservation
27	31-1-077500	Lot 26 Block 1	5	Spencer	0.77	Conservation
28	31-1-077600	Lot 27 Block 1	5	Spencer	0.77	Conservation
29	31-1-077700	Lot 28 Block 1	5	Spencer	0.77	Conservation
30	31-1-077800	Lot 29 Block 1	5	Spencer	0.78	Conservation
31	31-1-077900	Lot 30 Block 1	5	Spencer	0.77	Conservation
32	31-1-078000	Lot 31 Block 1	5	Spencer	0.71	Conservation
33	31-1-078100	Lot 32 Block 1	5	Spencer	0.81	Conservation
34	31-1-078200	Lot 33 Block 1	5	Spencer	1.29	Conservation
35	31-1-078300	Lot 34 Block 1	5	Spencer	1.5	Conservation
36	31-1-078400	Lot 35 Block 1	5	Spencer	0.91	Conservation
37	31-1-078500	Lot 36 Block 1	5	Spencer	0.75	Conservation
38	31-1-078600	Lot 37 Block 1	5	Spencer	0.58	Conservation
39	31-0-013003	Part Lot 10 Lying E of Co Rd # 55 Less N 400 Ft	6	Spencer	2.0	Conservation
40	01-1-142800	Riverside Point Lot 220	16	Aitkin	0.3	Conservation
41	01-1-142700	Riverside Point Lot 219	16	Aitkin	0.3	Conservation
42	01-1-142600	Riverside Point Lot 218	16	Aitkin	0.34	Conservation
43	01-1-142500	Riverside Point Lot 217	16	Aitkin	0.27	Conservation
44	01-1-142400	Riverside Point Lot 216	16	Aitkin	0.3	Conservation
45	01-1-141400	Riverside Point Lot 206	16	Aitkin	0.39	Conservation
46	01-1-140900	Riverside Point Lots 201-203	16	Aitkin	0.99	Conservation
47	01-1-140000	Riverside Point Lot 192	16	Aitkin	0.31	Conservation
48	01-1-139900	Riverside Point Lot 191	16	Aitkin	0.29	Conservation
49	01-1-139800	Riverside Point Lot 190	16	Aitkin	0.27	Conservation
50	01-1-139700	Riverside Point Lot 189	16	Aitkin	0.21	Conservation
51	01-1-139600	Riverside Point Lot 188	16	Aitkin	0.18	Conservation
52	01-1-138100	Riverside Point Lot 173	16	Aitkin	0.5	Conservation
53	01-1-124600	Riverside Point Lot 38	16	Aitkin	0.2	Conservation
54	01-1-124700	Riverside Point Lot 39	16	Aitkin	0.2	Conservation
55	01-1-124800	Riverside Point Lot 40	16	Aitkin	0.2	Conservation
56	01-1-124900	Riverside Point Lot 41	16	Aitkin	0.2	Conservation
57	01-1-126000	Riverside Point Lot 52	16	Aitkin	0.26	Conservation
58	01-1-135600	Riverside Point Lot 148	16	Aitkin	0.32	Conservation
59	01-1-135500	Riverside Point Lot 147	16	Aitkin	0.32	Conservation
60	01-1-134400	Riverside Point Lot 136	16	Aitkin	0.3	Conservation
61	01-1-134300	Riverside Point Lot 135	16	Aitkin	0.3	Conservation
62	01-1-134000	Riverside Point Lot 132	16	Aitkin	0.27	Conservation

* = Parcels that were previously recommended for a classification change by the NRAC but never went to a public hearing

#	Property ID	Legal	Sec	Tws	Ac	Recommended Classification
63	01-1-133900	Riverside Point Lot 131	16	Aitkin	0.14	Conservation
64	01-1-133300	Riverside Point Lot 125	16	Aitkin	0.32	Conservation
65	01-1-133200	Riverside Point Lot 124	16	Aitkin	0.3	Conservation
66	01-1-131200	Riverside Point Lot 104	16	Aitkin	0.34	Conservation
67	01-1-127900	Riverside Point Lot 71	16	Aitkin	0.39	Conservation
68	01-1-127800	Riverside Point Lot 70	16	Aitkin	0.39	Conservation
69	01-1-127700	Riverside Point Lot 69	16	Aitkin	0.36	Conservation
70	01-1-127600	Riverside Point Lot 68	16	Aitkin	0.34	Conservation
71	01-1-127500	Riverside Point Lot 67	16	Aitkin	0.34	Conservation
72	01-1-127400	Riverside Point Lot 66	16	Aitkin	0.32	Conservation
73	01-1-127300	Riverside Point Lot 65	16	Aitkin	0.33	Conservation
74	01-1-127200	Riverside Point Lot 64	16	Aitkin	0.33	Conservation
75	01-1-147800	Riverside Point 2nd Add. Lot 17	25	Aitkin	0.37	Conservation
76	01-1-148200	Riverside Point 2nd Add. Lot 21	25	Aitkin	0.49	Conservation
77	01-1-148300	Riverside Point 2nd Add. Lot 22	25	Aitkin	0.4	Conservation
78	01-1-148400	Riverside Point 2nd Add. Lot 23	25	Aitkin	0.39	Conservation
79	01-1-148600	Riverside Point 2nd Add. Lot 25	25	Aitkin	0.39	Conservation
80	01-1-149100	Riverside Point 2nd Add. Lot 30	25	Aitkin	0.4	Conservation
81	01-1-149300	Riverside Point 2nd Add. Lot 32	25	Aitkin	0.43	Conservation
82	01-1-151300	Riverside Point 2nd Add. Lot 52	25	Aitkin	0.35	Conservation
83	01-1-151400	Riverside Point 2nd Add. Lot 53	25	Aitkin	0.32	Conservation
84	01-1-151500	Riverside Point 2nd Add. Lot 54	25	Aitkin	0.36	Conservation
85	01-1-151600	Riverside Point 2nd Add. Lot 55	25	Aitkin	0.39	Conservation
86	01-1-151700	Riverside Point 2nd Add. Lot 56	25	Aitkin	0.46	Conservation
87	01-1-151800	Riverside Point 2nd Add. Lot 57	25	Aitkin	0.43	Conservation
88	01-1-151900	Riverside Point 2nd Add. Lot 58	25	Aitkin	0.43	Conservation
89	01-1-152400	Riverside Point 2nd Add. Lot 63	25	Aitkin	0.36	Conservation
90	01-1-152500	Riverside Point 2nd Add. Lot 64	25	Aitkin	0.39	Conservation
91	01-1-152600	Riverside Point 2nd Add. Lot 65	25	Aitkin	0.4	Conservation
92	01-1-152700	Riverside Point 2nd Add. Lot 66	25	Aitkin	0.45	Conservation
93	01-1-152800	Riverside Point 2nd Add. Lot 67	25	Aitkin	0.41	Conservation
94	01-1-152900	Riverside Point 2nd Add. Lot 68	25	Aitkin	0.41	Conservation
95	01-1-153000	Riverside Point 2nd Add. Lot 69	25	Aitkin	0.45	Conservation
96	01-1-153100	Riverside Point 2nd Add. Lot 70	25	Aitkin	0.41	Conservation
97	01-1-153200	Riverside Point 2nd Add. Lot 71	25	Aitkin	0.4	Conservation
98	01-1-153300	Riverside Point 2nd Add. Lot 72	25	Aitkin	0.36	Conservation
99	01-1-153400	Riverside Point 2nd Add. Lot 73	25	Aitkin	0.37	Conservation
100	01-1-153500	Riverside Point 2nd Add. Lot 74	25	Aitkin	0.39	Conservation
101	01-1-153800	Riverside Point 2nd Add. Lot 77	25	Aitkin	0.4	Conservation
102	01-1-153900	Riverside Point 2nd Add. Lot 78	25	Aitkin	0.48	Conservation
103	01-1-154000	Riverside Point 2nd Add. Lot 79	25	Aitkin	0.35	Conservation
104	01-1-154100	Riverside Point 2nd Add. Lot 80	25	Aitkin	0.95	Conservation
105	01-1-154200	Riverside Point 2nd Add. Lot 81	25	Aitkin	0.56	Conservation
106	01-1-154300	Riverside Point 2nd Add. Lot 82	25	Aitkin	0.44	Conservation
107	01-1-154400	Riverside Point 2nd Add. Lot 83	25	Aitkin	0.39	Conservation
108	01-1-154500	Riverside Point 2nd Add. Lot 84	25	Aitkin	0.47	Conservation
109	01-1-154600	Riverside Point 2nd Add. Lots 85-88	25	Aitkin	1.36	Conservation
110	01-1-155100	Riverside Point 2nd Add. Lots 90 & 91	25	Aitkin	0.61	Conservation
111	01-1-155600	Riverside Point 2nd Add. Lots 95-100	25	Aitkin	3.06	Conservation
112	01-1-156300	Riverside Point 2nd Add. Lot 102	25	Aitkin	0.54	Conservation
113*	06-0-012200	N SE	7	Cornish	79.4	Conservation
114*	06-0-012400	SW SE	7	Cornish	39.6	Conservation
115*	09-0-017801	SE SW	11	Glen	38.2	Conservation
116*	09-0-021901	NE NW	14	Glen	37.5	Conservation
117*	10-0-019700	NW NE	13	Haugen	40.0	Conservation
118*	10-0-020100	NW NW	13	Haugen	40.0	Conservation
119*	15-0-024600	E NE	15	Kimberly	79.1	Conservation
120*	18-0-021400	NW NW	13	Libby	39.8	Conservation
121*	18-0-021500	SW NW	13	Libby	39.9	Conservation
122*	20-0-033500	NE NW	21	Macville	40.0	Conservation
123*	35-0-005500	SW NW	4	Waukenabo	40.4	Conservation

* = Parcels that were previously recommended for a classification change by the NRAC but never went to a public hearing

Board of County Commissioners Agenda Request

9B
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2025 Proposed Land Department Budget

☑ 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: Dennis (DJ) Thompson	**Department:** Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner	**Estimated Time Needed:** 20 minutes

Summary of Issue:

I would like to give a Power Point presentation on the Land Department's proposed 2025 budget.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☐ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

Proposed 2025 Budget

Aitkin County Land Department

September 10, 2024

AITKIN COUNTY
EST 1857
Naturally Better.

- Con Con Trust Fund
- Forfeited Tax Sales Trust
- Resource Development
- Parks & Trails
- Survey & GIS
- Long Lake Conservation Center

AITKIN COUNTY
EST 1857
Naturally Better.

CON CON TRUST FUND

$370,200 = Revenue

$414,047 = Expenses

- Planned use of fund balance..... $43,847
- Highway Department..... $150,000
- ½ of Survey & GIS..... $222,047
- Did see revenue increase with PILT payment
- SWCD phased out in 2025
- Projected 2025 year-end balance $566,826

AITKIN COUNTY
EST 1857
Naturally Better.

Con-Con Fund

Income	Account Description	Range Description	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Actual	2024 Adopted	2025 Proposed
10-921-000-0000-5220	Concon Apport Ms 84 A 51 Intergovernment		$ (225,629)	$ (239,156)	$ (317,178)	$ (215,961)	$ (239,183)	$ (220,000)	$ (235,000)
10-921-000-0000-5251	In Lieu Apportionments & Receipts		$ (97,690)	$ (97,691)	$ (97,691)	$ (97,691)	$ (97,691)	$ (135,200)	$ (135,200)
10-921-000-0000-5840	Misc. Receipts		$ (544)	$ (450)	$ -	$ (1,000)	$ -	$ -	$ -
10-921-000-0000-5947	Planned Use of Fund Balance		$ -	$ -	$ -	$ -	$ -	$ (46,995)	$ (44,384)
10-921-000-0000-6171	Workers Compensation		$ 443	$ 402	$ (18)	$ (199)	$ -	$ -	$ -
10-921-000-0000-6220	Telephone		$ 114	$ 180	$ 130	$ -	$ -	$ -	$ -
10-921-000-0000-6240	Membership/Dues/Association Fees	Northern Counties Land Use Coord. Board	$ -	$ 2,000	$ -	$ 2,000	$ 2,000	$ 2,000	$ 2,000
10-921-000-0000-6240	Membership/Dues/Association Fees	Joint Counties Natural Resource Board	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000
10-921-000-0000-6268	Staff Training, Development		$ -	$ -	$ -	$ 35	$ -	$ -	$ -
10-921-000-0000-6330	Transportation/Travel/Parking		$ 125	$ 1,919	$ 36	$ -	$ -	$ -	$ -
10-921-000-0000-6360	Miscellaneous-Services	Beaver Control & Ditch Maintenance	$ 16,988	$ 16,990	$ 65,950	$ 42,901	$ 59,112	$ 24,000	$ 24,000
10-921-000-0000-6360	Miscellaneous-Services	Corner Remonumentation	$ -	$ -	$ 39,950	$ -	$ -	$ -	$ -
10-921-000-0000-6360	Miscellaneous-Services	Lidar	$ -	$ -	$ -	$ 50,000	$ -	$ -	$ -
10-921-000-0000-6450	Field Supplies		$ 1,343	$ -	$ -	$ -	$ 1,641	$ -	$ -
10-921-000-0000-6515	Culverts		$ 15,348	$ 9,757	$ -	$ 10,492	$ 14,563	$ 15,000	$ 15,000
10-921-000-0000-6610	Equipment		$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -
10-921-000-0000-6801	SWCD - Appropriation		$ 72,220	$ 45,220	$ 69,120	$ 50,000	$ 50,000	$ 25,000	$ -
10-921-000-0000-6900	Transfers to Other Funds	Survey and GIS (50%)	$ 81,090	$ 210,054	$ 411,933	$ 236,812	$ 229,624	$ 215,195	$ 222,584
10-921-000-0000-6900	Transfers to Other Funds	Hwy Dept Aggregate Surfacing & Road Work	$ -	$ -	$ -	$ -	$ 92,000	$ 120,000	$ 150,000
		Revenue	**$ (323,863)**	**$ (337,297)**	**$ (414,869)**	**$ (314,652)**	**$ (336,874)**	**$ (402,195)**	**$ (414,584)**
		Expend.	**$ 203,671**	**$ 287,522**	**$ 588,101**	**$ 393,041**	**$ 449,940**	**$ 402,195**	**$ 414,584**
		Net	**$ (120,192)**	**$ (49,775)**	**$ 173,232**	**$ 78,389**	**$ 113,067**	**$ -**	**$ -**

Date	Fund Balance	Amount Added/Subtracted
12/31/2018	$ 899,332	
12/31/2019	$ 978,256	$ 78,924
12/31/2020	$ 1,022,356	$ 44,100
12/31/2021	$ 849,124	$ (173,232)
12/31/2022	$ 770,735	$ (78,389)
12/31/2023	$ 657,668	$ (113,067)
12/31/2024 (Budgeted)	$ 610,673	$ (46,995)
12/31/2025 (Proposed)	$ 566,826	$ (43,847)

Recommendations:

- Maintain Fund Balance of $500,000
- Continue to use funds annually for Survey/GIS salaries
- Consider projects annually to be funded with Con-Con funds
- Use funds to review ditch system

FORFEITED TAX SALES (FTS) TRUST

- Anticipating income of $1,400,000 even without traditional land sales
- Estimated apportionment would be $540,000
- $30,000 transfer to Auditor
- Not budgeting anything for building demolition
- Need to see how new tax forfeiture law plays out, will see revenue if auction surplus is not claimed
- 2024 revenue in FTS account is down significantly from years past, mainly due to weather
- Planning land sales in both December and January
- Account is zeroed out at the end of the year

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RESOURCE DEVELOPMENT

$610,100 = Revenue

$616,334 = Expenses

- Included in revenue is $150,000 in levy dollars for building remodeling
- $222,047 transfer to Survey & GIS
- $61,000 for timber improvement

Trees and Planting	$	12,000
Bud Capping	$	4,000
Mechanical Release	$	12,000
Chemical Release and Site Prep	$	18,000
Seed Processing	$	5,000
Invasive Species Control	$	5,000
Pruning and Light Release	$	5,000
	$	**61,000**

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PARKS & TRAILS

$779,925 = Revenue

$771,140 = Expenses

- $610,000 in revenue for trails, which includes second year of $250,000 State appropriation for work on Northwood Trail System
- $50,000 in campground receipts
- Phased out transfer to Long Lake Conservation Center
- Completion of Mille Lacs Connector ATV Trail

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SURVEY & GIS

$444,844 = Revenue

$444,844 = Expenses

- Fifth year of being off the levy
- ½ of budget from Con Con and ½ from Resource Development

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LONG LAKE CONSERVATION CENTER

$918,500 = Revenue

$918,657 = Expenses

- $540,000 = School Group income
- $76,000 = Adventure Programs income
- $110,000 = Non-School Group income
- No Outdoor School for All legislation this year, but did receive LCCMR funding
- Total donation from Donald H. Nelson Trust = $365,624.10

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LLCC Budget Through the Years

- Budget and End of Year Balances

(Thanks to Kathleen for helping piece these number together!)

Year	Budgeted Surplus/(Deficit)	EOY Surplus/(Deficit)	Beginning Year Balance	
2018	$ 6,251	$ (65,095)	$ (65,095)	Account was not zeroed out at the end of the year, balance was carried into the next year
2019	$ 1,631	$ (86,193)	$ (86,193)	Account was not zeroed out at the end of the year, balance was carried into the next year
2020	$ 16,011	$ 343	$ 343	Account was not zeroed out at the end of the year, balance was carried into the next year
2021	$ (148,694)	$ (106,325)	$ -	Account was zeroed out with FRF
2022	$ (79,775)	$ (113,035)	$ -	Account was zeroed out with FRF and Resource Development Funds
2023	$ 5,105	$ 21,327	$ 21,327	Account was positive at the end of the year - Donald H. Nelson Trust donation

Additional Thoughts - LLCC

- 2022 end of year balance was zeroed out with Fiscal Recovery Funds and Resource Development Funds.

  $50,000 FRF

  $63,035 Resource Development

- Donald H. Nelson Trust

  $330,000 = Initial Donation

  $21,327 = Balance after 2023

- Cash Balance 9/1/2024

  $(88,314)

  - Does not include budgeted transfer from Parks for $75,000

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	2023 Actual	2024 Adopted	2025 Proposed
All ACLD Accounts Revenue	$ 4,286,585	$ 4,594,140	$ 4,587,350
All ACLD Accounts Expenses	$ 4,168,541	$ 4,181,249	$ 4,044,956
Net	$ 118,044	$ 412,891	$ 542,394
Apportionment	$ 870,310	$ 618,000	$ 540,000

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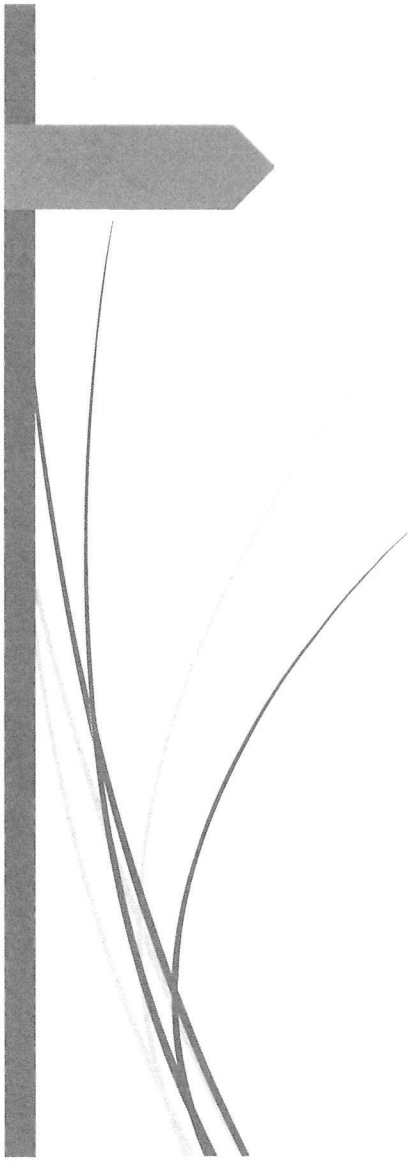

Questions

Board of County Commissioners Agenda Request

10A
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2025 Draft Capital Improvement Plan

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 10 minutes

Summary of Issue:

Attached is the first draft of the 2025 Capital Improvement Plan. The draft has been reviewed by the Budget Committee.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Discussion only.

Financial Impact:

Is there a cost associated with this request? ☐ *Yes* ☐ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

AITKIN COUNTY -- CAPITAL IMPROVEMENT PLAN: 2025 - 2029

			2025	2026	2027	2028	2029	5 Yr. Total	FUTURE CAPITAL NEEDS	CURRENT RESERVE BALANCE
Assessor										
	Transportation									
		Appraiser Vehicle	12,000	12,000	12,000	12,000	12,000	60,000		
Attorney										
	Tech									
		Computers	6,000	6,000	6,000	6,000	6,000	30,000		
		Database Software						-		
Auditor										
	Equipment									
		Poll Pads		42,000				42,000		
		Ballot Counter & Central Count	10,000	10,000	10,000	10,000	10,000	50,000	50,000	146,542
Buildings & Facilities										
	Buildings									
		~~Courthouse Front Steps /IT Window Repair~~						-		
		~~Fuel Tank Removal~~						-		
		Sidewalk Replacement		10,000		10,000		20,000		
		Government Center HVAC Controls Update		10,000	10,000	10,000	10,000	40,000		
		Window Replacement - Judicial Center		800,000				800,000		
		Motor Pool Campus						-		
		Pavement Repair					10,000	10,000		
		Replace Rubber Roof (6960 sf) - Jail	222,720					222,720		79,548
		Replace Rubber Roof (1897 sf) - Mech. Room	60,704					60,704		
		Replace Rubber Roof (1521 sf) - Gymnasium	48,672					48,672		
		Replace Rubber Roof (509 sf) - Gym Storage	16,288					16,288		
		Replace Rubber Roof (3414 sf) - Center Annex	109,284					109,284		
		Replace Rubber Roof (5745 sf) - Judicial Ctr.		183,840				183,840		
		Boat & Water Storage Building	200,000					200,000		
	Equipment									
		Maintenance Vehicle	40,000					40,000		
		Maintenance/Cleaning Equipment	6,000	6,000	6,000	6,000	6,000	30,000		9,356
		Lawn Mower/Snow Removal Equipment	10,000	10,000	10,000	10,000		40,000		
Court Administration										
	Tech									
		Technology Improvements	5,000	5,000	5,000	5,000	5,000	25,000		8,837
Environmental Services										
	Buildings									
		Compost Sites	20,000	10,000	10,000			40,000		
		Recycling Center Improvements	25,000	15,000	15,000			55,000		
	Transportation									
		Auto - Planning & Zoning	9,000	9,000	9,000	9,000		36,000		4,545
Health & Human Services										
	Buildings									
		Building Remodel Project	6,000,000					6,000,000		
IT										
	Buildings									

IT	Buildings	Primary Air Conditioner (Leibert)			10,000			10,000	
		Backup Air Conditioner (Mitsubishi)						-	
	Tech								
		AD Server x 2 - DC1 & DC2						-	
		Assureon Replacement (storage for scanned documents)		15,000	45,000			60,000	
		GIS Servers - Web & DB Sequel Server						-	
		Highway Server				10,000		10,000	
		Server - Cerberus						-	
		Server - Coatty		10,000				10,000	
		Server - Image						-	
		ASA x 2	24,000					24,000	
		Mercury (hydra replacement)						-	
		TRIGLAV						-	
		Back up Device (Barracuda)						-	15,000
		HCI Cluster	20,000	20,000	20,000	20,000		80,000	
		Server - Tiamat - retired						-	
		Virtual Host Server - Medusa; retired						-	
		Darktrace						-	
Land									
	Buildings								
		Roof Replacement, Fence	25,600	27,000				52,600	
		Add Cold Storage Bld & Remodel Shop	150,000	150,000	150,000	150,000		600,000	
	Equipment								
		#108- 2016 CF Moto 400						-	
		#208- 2000 Skidoo Tundra	10,000					10,000	
		#209- 2001 Skidoo Tundra		10,200				10,200	
		#210- 2002 Skidoo Tundra			10,400			10,400	
		#211- 2002 Skidoo Tundra					10,600	10,600	
		#685- 2008 Polaris Sportsman 400		8,400				8,400	
		#686- 2008 Polaris Sportsman 400				8,600		8,600	
		2004 Redi Dump Trailer	15,000					15,000	
		2005 T 250 Skid Steer (2027 purchase)	22,500		37,500			60,000	
		2006 H&S Tandem Car					8,000	8,000	
		2011 Bearcat 570						-	
		2015 John Deere Gator						-	
		2018 PJ Utility 10'			5,000			5,000	
		2018 PJ Utility 16'			5,000			5,000	
		2019 H&H Utility Alum. Snowmobile				5,000		5,000	
		2020 PJ Gooseneck					10,000	10,000	
		2021 T 66 Skid Steer (2033 purchase)					20,000	20,000	
		2022 Floe ATV						-	
		2022 Polaris Ranger Side X Side				34,000		34,000	
		2022 Polaris Voyageur 155						-	
		2023 Honda Rancher						-	
		2023 Polaris Indy						-	
		2021 Skidoo Tundra						-	
		#315 Bring to LLCC						-	
		#317 Grader Truck						-	
		1996 Ford Tractor						-	
		1997 Sledbed Snowmobile						-	

Land	Equipment	2024 Honda Rancher						-	
	Tech								
		AutoCAD, 3year Renewal	8,000	8,000	8,000	9,000	9,000	42,000	
		Total Station, GPS Head, RTK Bridge, DC #1		30,000	30,000	6,000	8,000	74,000	
	Transportation								
		2015 Red F-250			55,000			55,000	
		2020 Black F-350						-	
		2016 Summer Crew						-	
		2019 Forester Roaming (2025 purchase)						-	
		2019 Forester North	45,000					45,000	
		2021 Forester South		47,000				47,000	
		2023 Parks Technician (2028 purchase)			10,000	40,000		50,000	
		2023 Recreation Specialist (2029 purchase)				28,000	25,000	53,000	
		2023 Forester Middle (2028 purchase)			10,000	40,000		50,000	
		2023 Survey 1					40,000	40,000	
		2024 Senior Forester/Inventory					40,000	40,000	
		2016 Survey 2						-	
Land (LLCC)									
	Buildings								
		LLCC School House Roof						-	
		LLCC Dry Storage Door/Frame Replacement						-	
		LLCC Siding Replacement/Repair						-	
		LLCC North Star Lodge Beams						-	
		LLCC LED Lighting Conversion						-	
		LLCC Repair Paved Paths						-	
		LLCC Director's House Boiler						-	
		LLCC House Roof						-	
	Equipment								
		LLCC Fire Suppression Pump/Panel						-	
Motor Pool									
	Transportation								
		Replacement Vehicles (1/yr.)	22,500	25,000	25,000			72,500	16,000
Roads & Bridges									
	Buildings								
		Aitkin Fuel Tank Replacement						-	
		McGrath Fuel Tank Replacement						-	
		Palisade Cold Storage Building						-	
		Swatara Shop Heating System Modification						-	
		McGregor Fuel Tank Replacement						-	
		Palisade Fuel Tank Replacement						-	
		Aitkin Gate Improvements						-	
		Aitkin Area Maint Facility: Shop Addition	100,000	100,000	100,000	100,000	100,000	500,000	
		Palisade Gate						-	
		McGregor Fabric Salt Shed Roof		16,000				16,000	
		Swatara Gate						-	
		Unit #631: Office Desk- Maintenance Foreman						-	
		Unit #632: Office Desk- Asst Maintenance Foreman						-	
		Unit #663: Aitkin Office Furniture						-	
		Aitkin Fabric Salt Shed Roof					25,000	25,000	
		Aitkin Wash Bay Pressure Washer			10,000			10,000	

Roads & Bridges	**Equipment**					
		Unit #019: 2006 Roscoe SweepPro				-
		Unit #029: 1991 Felling Trailer				-
		Unit #032 - Felling Trailer				-
		Unit #034: Towmaster Trailer	32,000			32,000
		Unit #066: 2003 Honda Water Pump				-
		Unit #126: 2000 Ford Single Axle				-
		Unit #128: 2001 Sterling LT9511				-
		Unit #131: 2001 Sterling LT9511				-
		Unit #136: International Tandem Axle Dump Truck	172,000			172,000
		Unit #211: Cat Motor Grader				-
		Unit #212: Cat 140G Motor Grader				-
		Unit #304 - Ulrich Shoulder Mach				-
		Unit #350: John Deer Tractor/Mower				-
		Unit #370: Cat 312 Excavator				-
		Unit #394: 2002 John Deere Tractor Mower				-
		Unit #498: Water Tanker Trailer				-
		Unit #500: Ranco Belly Dump				-
		Unit #732: Leica Total Station				-
		Unit #801: Hydraulic Hoist				-
		Unit #810: 2009 Husqvarna Zero Turn Mower				-
		Mastic Patch Trailer	70,000			70,000
		Chassis only Tandum Truck		55,000		55,000
		Upgrade R8 GPS Receiver				-
		8' Disk Mower	30,000			30,000
		Unit #010: 1989 Case 1840 Skidsteer				-
		Unit #013: 2011 Polaris 500 Ranger ATV				-
		Unit #016: Stow VPC80E Plate Compactor				-
		Unit #018: Graco Pavement Marker				-
		Unit #020: Bobcat Skidsteer			60,000	60,000
		Unit #028: Felling Trailer				-
		Unit #031: Survey Trailer				-
		Unit #033: Homemade Culvert Trailer				-
		Unit #035: Homemade 6x8 Trailer				-
		Unit #041: 2014 Cimline 230DH Gen IV Melter				-
		Unit #042: Ingersoll Rand Compressor				-
		Unit #043: Pavement Compactor CATCB24				-
		Unit #048: Hydro Tek Steamer				-
		Unit #050: STEPP Pothole Patch Trailer				-
		Unit #051: Towmaster Trailer T-50				-
		Unit #052: Continental Cargo 6x10 Trailer				-
		Unit #053: Kaufman Trailer				-
		Unit #054: 2022 TM T-50 Trailer				-
		Unit #064: 2023 Virnig VBW84 Snowblower				-
		Unit #065: Schulte XH1000 Mower				-
		Unit #067: Pull-type Pneumatic Roller				-
		Unit #068: Honda 340CC Trash Pump				-
		Unit #096: All American Disk				-
		Unit #097: Home Made Trailer				-
		Unit #098: Ford Tandem Wheel Disk				-

Roads & Bridges	Equipment	Unit #135: 2012 International Tandem (Aitkin -Greg)						-
		Unit #137: 2012 International Tandem (McGregor -Scott)	125,000	157,000				282,000
		Unit #139: 2016 Mack GU 713 (McGrath -Ben)			50,000	260,000		310,000
		Unit #140: 2016 Mack GU 713 (Palisade -Gary)				110,000	210,000	320,000
		Unit #142: 2010 Mack GU812 Single Axle (Jacobson)						-
		Unit #143: 2019 Mack GR64F (Palisade -Don)						-
		Unit #146: 2015 International ProStar (Chassis Only)						-
		Unit #148: 2022 Mack GR64F (Palisade -Josh)						-
		Unit #149: 2022 Mack GR64F (Swatara -Florian)						-
		Unit #200: Caterpillar 120M Motor Grader (McGregor)						-
		Unit #201: Caterpillar 120M Motor Grader (McGrath -Randy)						-
		Unit #205: 2016 John Deere 670GP (Swatara)						-
		Unit #206: 2016 John Deere 670GP (McGrath -Ben)						-
		Unit #213: Caterpillar 120M2 Motor Grader (Palisade)						-
		Unit #214: 2020 John Deere 670GP Motor Grader (Aitkin)						-
		Unit #215: 2011 Caterpillar 140M VHP Motor Grader (Jacobson)						-
		Unit #300: 2011 PT100G Terex Track Brush Machine		55,000	115,000			170,000
		Unit #306: 2013 LB Performance RW35 Road Widener						-
		Unit #351: New Holland Tractor Mower						-
		Unit #352: New Holland- Guardrail Mower						-
		Unit #366: 1985 John Deere Tractor-Loader						-
		Unit #369: 1999 Self-propelled Steel Drum Roller						-
		Unit #371: 2008 John Deere 624J Loader (Aitkin)						-
		Unit #372: 2020 Volvo Excavator						-
		Unit #386: 2003 JD 410E Wheel Loader Backhoe (Swatara)						-
		Unit #389: 1994 Ford Loader/Backhoe (Jacobson)						-
		Unit #391: 1997 Cat 938F Loader (Palisade)		122,000	78,000			200,000
		Unit #397: John Deere Loader/Backhoe (McGrath)						-
		Unit #398: John Deere 624J Loader (McGregor)						-
		Unit #399: Caterpillar D5NLGP Dozer						-
		Unit #499: 1995 Red River Belly Dump		40,000				40,000
		Unit #501: 2001 Red River Belly Dump						-
		Unit #503: 2015 CPS Belly Dump						-
		Unit #709: Pin Finder Locator FT150						-
		Unit #711: Concrete Air Tester						-
		Unit #718: Laser Level						-
		Unit #726: Course Sieve Shaker						-
		Unit #727: Digital Scale						-
		Unit #740: Trimble Survery Equipment 2019						-
		Unit #777: Nikon Auto Level						-
		Unit #802: Airco Welder Outfit						-
		Unit #803: Gray Wireless Portable Life System						-
		Unit #804: Pressure Washer						-
		Unit #806: John Deere Snowblower						-
		Unit #807: Sears Portable Generator	5,000					5,000
		Unit #809: Plasma Cutter						-
		Unit #811: Husqvarna Chop Saw K760						-
		Unit #812: AC/DC 225/115 Welder						-
		Unit #813: Power Mig 256 Mig Welder						-
		Unit #814: 2020 John Deere Z7E Trak						-

Roads & Bridges	Equipment	Unit #815: Turfmaker 325- Hydroseeder					-
		Unit #127: 2000 Ford Single Axle (Spare)					-
		Unit #138: 2012 International Tandem (Aitkin -Chris)			282,000		282,000
		Unit #141: 2016 Mack GU 713 (McGrath -Jeff)				310,000	310,000
		Unit #144: 2020 Mack GR64F (Aitkin -Doug)					-
		Unit #145: 2019 Mack GR64F (McGregor -John)					-
		Unit #147: 2022 Mack GR64F (McGregor -Nick)					-
		Unit #384: 2013 John Deere 310K Backhoe Loader (Jacobson)					-
		Concrete Walk-Behind Saw	5,000				5,000
		Unit #816: TORO 824OE Snowblower					-
	Tech						
		Unit #644: Computer Maintenance Foreman					-
		Unit #786: Engineering Tech Desktop Computers - 4					-
		Unit #787: Engineering Tech Laptops - 4	10,000				10,000
		Unit #660: Computer					-
		Conference Room Projector - Panasonic LCD Projector					-
		Latitude 5511 - Dell (Carol's Laptop)				3,000	3,000
		Latitude 5511 - Dell (Sarah's Laptop)				3,000	3,000
		Precision 7750 - Dell (Mike's Laptop)				3,000	3,000
		Surface Book 2- 13.5" Display (John's Laptop)	2,500				2,500
		Unit #653: Office Asst. Computer	1,200				1,200
		Unit #657: Engineer Computer				2,100	2,100
		Unit #658: Maintenance Employee Computer #2					-
		Unit #659: Asst. Maintenance Supervisor Computer					-
		Unit #661: Mechanic Computer					-
		Unit #662: Maintenance Employee Computer #1					-
		Unit #664: Asst. Engineer Computer		2,000			2,000
		Unit #665: ROW - Permitting Agent Computer		2,000			2,000
		Unit #666: Accountant Computer		1,500			1,500
		Unit #731: One Office DataBase/Egram					-
		Unit #738: HP Laserjet 5200DTN Printer					-
		Unit #739: Autocad Civil 3D 2017					-
		Unit #769: Toughbooks #1					-
		Unit #772: IPAD - Sign Truck					-
		Unit #778: E-TimeCard					-
		Unit #784: Engineer Tech Computer #5					-
		Unit #785: NewRoads ACS Software					-
	Transportation						
		Unit #448: 2004 Ford F-150 4x4					-
		Unit #453 2008 Ford F-250 (with lift)					-
		Unit #454: 2008 Ford F-150					-
		Unit #456: 2008 Ford F-350 Flatbed					-
		Unit #458: 2010 Ford F150 CrewCab	30,000				30,000
		Unit #460: 2011 Ford F-350 SD					-
		Unit #467: 2007 Ford F-150 4x4 Styleside					-
		Unit #468: 2007 Ford F150					-
		Unit #469: 2005 Ford F150					-
		Unit #472: 2018 Ford F-250 SuperDuty					-
		Unit #473: 2018 Ford F-250 SuperDuty					-
		Unit #459: 2010 Ford F150	32,000				32,000

Roads & Bridges	Transportation	Unit #471: Sign Truck 2017 Ford F-450 Super Duty		75,000				75,000		
		Snow Blower Attachment						-		
		Unit #440: 1999 Ford Pickup						-		
		Unit #462: 20125 Chevy 4DR Ext.						-		
		Unit #464: 2012 Ford F-150 Ext Cab				32,000		32,000		
		Unit #465: 2012 Chevy Mechanic Truck						-		
		Unit #466: 2014 Ford F-150					36,000	36,000		
		Unit #470: 2006 GMC Sierra 1500						-		
		Unit #474: 2020 F-150 4x4 Extended Cab						-		
		Unit #475: 2020 Ford F550 Super Duty						-		
		Unit #476: 2021 GMC Sierra						-		
		Unit #477: 2015 Ford F-150 Supercab						-		
		Unit #478: 2022 Chevy Silverado				60,000		60,000		
		Unit #479: 2016 GMC Sierra 1500						-		
		Unit #480: 2016 GMC Sierra 1500						-		
		Unit #481: 2024 Flatbed Chevrolet Silverado 3500						-		
		Unit #482: 2016 GMC Sierra 1500						-		
		Unit #483: 2020 RAM 1500						-		
		Unit #484: 2024 GMC Sierra 1500						-		
		Unit #485: 2024 Ford F150 XLT						-		
Sheriff's Department										
	Buildings									
		Remodel/Expansion						-	8,000,000	120,000
		Generator						-		
		Walk-In Cooler	40,000					40,000		
		Walk-In Freezer	40,000					40,000		
		Elevator		150,000				150,000		
		Water Softner			30,000			30,000		
		Dishwasher				35,000		35,000		
		Fire Panel			30,000	30,000	30,000	90,000		
	Communications									
		Radio Fleet Upgrade - Enforcement						-		29,000
		Radio Fleet Upgrade - Jail						-		
	Equipment									
		ATV						-		
		~~Jail Cameras~~						-		
		Tazers						-		
		Radars						-		
		Technology Improvements	15,000	15,000	15,000	15,000	15,000	75,000		5,836
		Boat & Water - vehicle & radio equipment						-		
	Tech									
		Computers						-		
	Transportation									
		Annual Squad Car	219,000	237,000	255,000	275,400	297,432	1,283,832		110,149
		STS Van						-		40,000
Grand Total			**8,071,968**	**2,506,940**	**1,478,900**	**1,417,100**	**1,253,032**	**14,727,940**	**8,050,000**	**584,813**

DEPARTMENT (All)
CATEGORY (All)

FUNDING SOURCES 2025-2029

YEAR	Column Labels Levy	Undesignated	Land Funds	Fund Balance	Levy/Tech/Comp	Levy/Tech	Solid Waste Fund	ARPA	Reserves	State Bonding	Grand Total
2025	989,200	-	126,100	4,657,668	24,000	-	45,000	-	80,000	2,000,000	8,071,968
2026	1,052,500	-	130,600	1,133,840	15,000	-	25,000	-	-	-	2,506,940
2027	1,088,000	-	170,900	-	45,000	-	25,000	-	-	-	1,478,900
2028	1,096,500	-	170,600	-	-	-	-	-	-	-	1,417,100
2029	1,082,432	-	170,600	-	-	-	-	-	-	-	1,253,032
TOTAL	**5,308,632**	**-**	**768,800**	**5,791,508**	**84,000**	**-**	**95,000**	**-**	**80,000**	**2,000,000**	**14,727,940**

Board of County Commissioners Agenda Request

10B
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2023/2024 Fund Balance Worksheet

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 10 Min.

Summary of Issue:

Attached is the 2023/2024 Fund Balance Worksheet. The worksheet shows the amount of available fund balances based on audited 2023 fund balances and 2024 operations costs.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion only.

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

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

FUND BALANCES

BALANCE
12/31/2023

Unassigned Funds
Assigned Funds
Restricted Funds

FUND BALANCE = Assets minus Liabilites
CASH BALANCE = current cash and investments
ASSETS include: Cash, Investments, Taxes Receivable, Accounts Receivable, Due From Accounts
LIABILITES include: Accounts Payable, Salaries Payable, Due To Accounts

GENERAL FUND 1 16,539,746
(Excludes non-spendables)

Restricted Funds							
Debt Service	(74,509.00)						
Recorder's Tech.	(351,230.00)						
Prosecutorial	(5,000.00)						
Enhanced 911	(330,182.00)						
Law Enforcement	(5,000.00)						
Permit to Carry	(231,005.00)						
Conservation	(170,278.00)						
Loans Receivable	(41,238.00)						
Solid Waste	(318,066.00)						
Recorder's Equip.	(351,985.00)						
Public Safety Aid	(518,898.00)						
		2024 Operations =	$ 19,217,984.00				
Total Restricted Funds:	(2,397,391.00)						
Adjusted Balance	**14,142,355.00**	40%	50%			**Remaining If Planned Uses Occur**	
Minus Total Committed Funds	887,092.00	$ 7,687,193.60	$ 9,608,992.00	**3,646,271.00 OVER**		3,302,643.00	Over
				Using 50%			
Final Adjusted Balance	**13,255,263.00**						
2024 Planned Fund Balance Use	(343,628.00)			**5,568,069.40 OVER**		5,224,441.40	Over
				Using 40%			

ROAD & BRIDGE 3 3,987,373

Inventories	(712,267.00)	2024 Operations =	$ 6,344,532.00				
Receipts rec'd in 2023 for 2022 expenses	(5,884.00)						
Adjusted Balance	**3,269,222.00**	40% + $500,000	50% + $500,000				
		$ 3,037,812.80	$ 3,672,266.00	**(403,044.00) UNDER**		(483,044.00)	Under
				Using 50% + $500,000			
2023 Use of Fund Balance	(80,000.00)						
Final Adjusted Balance	**3,189,222.00**			**231,409.20 UNDER**		151,409.20	Over
				Using 40% + $500,000			

HEALTH & HUMAN SERVICES 5 6,773,963
(Excludes non-spendables)

Prepaid Items	(1,694.00)	2024 Operations =	$ 7,676,474.00	**934,032.00 OVER**		934,032.00	Over
Committed for Building Account	(2,000,000.00)			Using 50%			
Adjusted Balance	**4,772,269.00**	40%	50%				
		$ 3,070,589.60	$ 3,838,237.00	**1,701,679.40 OVER**		1,701,679.40	Over
2024 Planned Fund Balance Use	-			Using 40%			

Board of County Commissioners Agenda Request

10C
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2025 Commissioner Salaries

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 5 Min.

Summary of Issue:

Direction is being requested regarding the 2025 Commissioner salaries prior to adoption of the preliminary levy. Formal adoption of the salary resolution will be approved near year end.

For Discussion -

Current 2024 Annual Salary: $36,471.89

1% Increase = $36,836.61 ($364.72)
2% Increase = $37,201.33 ($729.44)
3% Increase = $37,566.05 ($1,094.16)
4% Increase = $37,930.77 ($1,458.88)
5% Increase = $38,295.48 ($1,823.59)

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Direction requested.

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

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

COMMISSIONER SALARY COMPARISONS

	2024 salary	per diem	per diem total estimated	
Aitkin	$ 36,471.89	no		$ 36,471.89
Beltrami	$ 35,844.34	$50/$75	$ 5,331.94	$ 41,176.28
Cass	$ 37,359.20	$75	$ 6,398.33	$ 43,757.53
Crow Wing	$ 48,194.00	no		$ 48,194.00
Itasca	$ 36,122.00	no		$ 36,122.00
Morrison	$ 35,922.00	no		$ 35,922.00
Todd	$ 35,084.00	no		$ 35,084.00
Wadena	$ 38,000.00	no		$ 38,000.00
Hubbard	$ 30,698.00	$90	$ 7,678.00	$ 38,376.00

average	$ 39,233.75
average removing high/low	$ 38,546.53
Aitkin AVG high/low Comparison	**$ (2,074.64)**

Board of County Commissioners Agenda Request

10D
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2025 Preliminary Budget Presentation

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 20 Min.

Summary of Issue:

The 2025 draft preliminary budget will be presented. Board direction will be requested prior to adoption of the preliminary levy on September 24, 2024.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Direction requested only.

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

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

Aitkin County

USER-SELECTED BUDGET REPORT

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

Column Selection: 1 1 0 0 0

Column Headings:	ADOPTE 2024	PROPOS 2025
Year:		
Months:		

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

Comment:

Page Break Option: 1
1 - Page Break by FUND
2 - Page Break by DEPT
3 - Page Break by PROGRAM
4 - Page Break by SERVICE

Line Spacing: 1
1 - Single Spaced
2 - Double Spaced

Print Subtotal By FUND	Y
Print Subtotal By DEPT	Y
Print Subtotal By PROGRAM	N
Print Subtotal By SERVICE	N
Print Subtotal By Object Range	N

Include on the Report: 1
1 - All G/L Accounts
2 - Only G/L Accounts with Budget Amts.
3 - Only G/L Accounts without Budget Amts.
4 - Only Budget Accounts with zero Amts.
5 - Only Active G/L Accounts

Include Zero Dollar Accts:	N
Round Amounts:	Y
Save Report:	N

Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
001 DEPT Commissioners			
01-001-000-0000-6101	Salaries	182,360	191,478
01-001-000-0000-6124	Medicare-Employer 1.45%	2,645	2,776
01-001-000-0000-6148	Employer Deduct Contribution-HSA	8,780	14,380
01-001-000-0000-6150	Health Insurance-Employer	50,231	49,964
01-001-000-0000-6152	Life Insurance-Employer	366	510
01-001-000-0000-6154	Long Term Disability-Employer	502	527
01-001-000-0000-6162	Pera-Dcp 5%	9,118	9,574
01-001-000-0000-6165	Fica-Employer 6.20%	11,307	11,872
01-001-000-0000-6168	NACO Deferred Comp ER in Lieu Hea	5,600	0
01-001-000-0000-6171	Workers Compensation	368	405
01-001-000-0000-6220	Telephone	2,400	2,400
01-001-000-0000-6230	Printing, Publishing & Adv	4,000	4,000
01-001-000-0000-6241	Registration Fee	8,000	8,500
01-001-000-0000-6330	Transportation/Travel/Parking	14,000	14,000
01-001-000-0000-6332	Hotel / Motel Lodging	7,000	10,000
01-001-000-0000-6339	Meals (Overnight)	500	500
01-001-000-0000-6352	Insurance	1,795	1,885
01-001-000-0000-6405	Office Supplies	1,500	1,250
01-001-000-0000-6485	Computer/Technology Supplies	1,500	1,500
DEPT 001 Commissioners	**Revenue**	**0**	**0**
	Expend.	**311,972**	**325,521**
	Net	**311,972**	**325,521**
012 DEPT Court Administration			
01-012-000-0000-5840	Misc Receipts	6,000 -	6,000 -
01-012-000-0000-6205	Postage	1,000	600
01-012-000-0000-6220	Telephone	0	100
01-012-000-0000-6263	Contract Legal Services	45,000	50,000
01-012-000-0000-6625	Capital - Office & Other Equipment	5,000	5,000
DEPT 012 Court Administration	**Revenue**	**6,000 -**	**6,000 -**
	Expend.	**51,000**	**55,700**
	Net	**45,000**	**49,700**
040 DEPT Auditor			
01-040-000-0000-5076	Judgement Costs	15,000 -	15,000 -
01-040-000-0000-5081	Mortgage Registry-3%	12,000 -	7,000 -
01-040-000-0000-5115	Auctioneers Licenses	140 -	140 -

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-040-000-0000-5116	1/2 Beer License	125 -	40 -
01-040-000-0000-5119	Liquor Licenses	57,000 -	52,000 -
01-040-000-0000-5132	Cigarette License Fees	1,500 -	2,800 -
01-040-000-0000-5517	Fees For Services	2,500 -	2,500 -
01-040-000-0000-5526	TinT Reimb from Schools/City/Twp	10,000 -	6,000 -
01-040-000-0000-5590	Auditor Fee-Clerical FTS Sales & Fees	30,000 -	30,000 -
01-040-000-0000-5840	Misc Receipts	50 -	100 -
01-040-000-0000-6101	Salaries-Full Time	445,422	462,637
01-040-000-0000-6109	Overtime-Salaries	500	1,000
01-040-000-0000-6124	Medicare-Employer 1.45%	6,466	6,723
01-040-000-0000-6148	Employer Deduct Contribution-HSA	15,560	15,560
01-040-000-0000-6150	Health Insurance-Employer	78,596	77,350
01-040-000-0000-6152	Life Insurance-Employer	468	612
01-040-000-0000-6154	Long Term Disability-Employer	1,225	1,264
01-040-000-0000-6159	PERA 7.50%	33,444	34,545
01-040-000-0000-6165	Fica-Employer 6.20%	27,647	28,745
01-040-000-0000-6171	Workers Compensation	519	550
01-040-000-0000-6205	Postage	10,000	15,000
01-040-000-0000-6220	Telephone	400	400
01-040-000-0000-6230	Printing, Publishing & Adv	25,000	25,000
01-040-000-0000-6240	Membership/Dues/Association Fees	360	360
01-040-000-0000-6241	Registration Fee	1,400	2,300
01-040-000-0000-6266	Data Processing/Computer Services	15,000	34,000
01-040-000-0000-6268	Staff Training, Development	500	500
01-040-000-0000-6330	Transportation/Travel/Parking	600	1,000
01-040-000-0000-6332	Hotel / Motel Lodging	1,500	1,500
01-040-000-0000-6335	Gas/Vehicle Fuel Charges	100	100
01-040-000-0000-6339	Meals (Overnight)	100	25
01-040-000-0000-6352	Insurance	1,795	2,000
01-040-000-0000-6360	Services, Labor, Contracts	21,000	5,500
01-040-000-0000-6405	Office Supplies	2,700	2,500
01-040-000-0000-6480	Small Furniture/Equipment	3,000	3,000
01-040-021-0000-5504	G & F License Fee	4,000 -	2,500 -
01-040-021-0000-5520	Drivers License Fees	0	1,000 -
01-040-021-0000-5522	Motor Vehicle License/Tab Fees	200,000 -	190,000 -
01-040-021-0000-5523	DNR/License Tab Fees	15,000 -	15,000 -
01-040-021-0000-5840	Misc Receipts	400 -	250 -

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-040-021-0000-6101	Salaries-Full Time		145,906	167,223
01-040-021-0000-6109	Overtime-Salaries		500	2,000
01-040-021-0000-6124	Medicare-Employer 1.45%		2,123	2,454
01-040-021-0000-6148	Employer Deduct Contribution-HSA		6,520	8,780
01-040-021-0000-6150	Health Insurance-Employer		37,805	46,228
01-040-021-0000-6152	Life Insurance-Employer		306	306
01-040-021-0000-6154	Long Term Disability-Employer		402	430
01-040-021-0000-6159	PERA 7.50%		10,980	11,888
01-040-021-0000-6165	Fica-Employer 6.20%		9,077	10,492
01-040-021-0000-6168	NACO Deferred Comp ER in Lieu Hea		2,800	0
01-040-021-0000-6171	Workers Compensation		182	190
01-040-021-0000-6205	Postage		1,000	1,000
01-040-021-0000-6220	Telephone		350	325
01-040-021-0000-6230	Printing, Publishing & Adv		900	500
01-040-021-0000-6240	Membership/Dues/Association Fees		0	690
01-040-021-0000-6241	Registration Fee		260	200
01-040-021-0000-6352	Insurance		1,077	1,200
01-040-021-0000-6360	Services, Labor, Contracts		800	300
01-040-021-0000-6405	Office Supplies		6,000	6,000
01-040-021-0000-6480	Small Furniture/Equipment		2,000	5,000
DEPT 040 Auditor		**Revenue**	**347,715 -**	**324,330 -**
		Expend.	**922,290**	**987,377**
		Net	**574,575**	**663,047**
041 DEPT Internal Audit				
01-041-000-0000-6360	Services, Labor, Contracts		78,500	82,000
DEPT 041 Internal Audit		**Revenue**	**0**	**0**
		Expend.	**78,500**	**82,000**
		Net	**78,500**	**82,000**
042 DEPT Treasurer				
01-042-000-0000-5079	3% State Deed Tax		14,000 -	14,000 -
01-042-000-0000-5106	Marriage License / Cert Copies		1,600 -	1,600 -
01-042-000-0000-5524	Handling Fee (Nfs Check)		400 -	500 -
01-042-000-0000-5526	TinT Reimb from Schools/City/Twp		5,000 -	2,000 -
01-042-000-0000-5840	Misc Receipts		12,000 -	12,000 -
01-042-000-0000-6101	Salaries-Full Time		202,359	216,719
01-042-000-0000-6108	Meals (Not Overnight)		100	100

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01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-042-000-0000-6109	Overtime-Salaries		250	1,200
01-042-000-0000-6124	Medicare-Employer 1.45%		2,938	3,160
01-042-000-0000-6148	Employer Deduct Contribution-HSA		9,780	8,780
01-042-000-0000-6150	Health Insurance-Employer		58,193	49,427
01-042-000-0000-6152	Life Insurance-Employer		234	306
01-042-000-0000-6154	Long Term Disability-Employer		556	596
01-042-000-0000-6157	Retiree Health		6,145	512
01-042-000-0000-6159	PERA 7.50%		15,196	16,344
01-042-000-0000-6165	Fica-Employer 6.20%		12,562	13,511
01-042-000-0000-6171	Workers Compensation		282	288
01-042-000-0000-6205	Postage		14,000	14,000
01-042-000-0000-6220	Telephone		200	200
01-042-000-0000-6230	Printing, Publishing & Advertising		60	60
01-042-000-0000-6240	Membership/Dues/Association Fees		400	400
01-042-000-0000-6241	Registration Fee		500	500
01-042-000-0000-6266	Data Processing/Computer Services		400	400
01-042-000-0000-6330	Transportation/Travel/Parking		600	500
01-042-000-0000-6332	Hotel / Motel Lodging		1,400	1,400
01-042-000-0000-6335	Gas/Vehicle Fuel Charges		50	50
01-042-000-0000-6339	Meals (Overnight)		100	2,400
01-042-000-0000-6342	Office Equipment Rental/Contracts		2,300	2,400
01-042-000-0000-6352	Insurance		1,077	1,077
01-042-000-0000-6360	Services, Labor, Contracts		16,000	16,000
01-042-000-0000-6405	Office Supplies		7,000	7,000
DEPT 042	Treasurer	**Revenue**	**33,000 -**	**30,100 -**
		Expend.	**352,682**	**357,330**
		Net	**319,682**	**327,230**
043 DEPT	Assessor			
01-043-000-0000-5526	Assessor Township Assessment		150,402 -	166,775 -
01-043-000-0000-5840	Misc Receipts		25,500 -	14,600 -
01-043-000-0000-6101	Salaries-Full Time		595,935	649,553
01-043-000-0000-6108	Meals (Not Overnight)		300	300
01-043-000-0000-6109	Overtime-Salaries		100	0
01-043-000-0000-6124	Medicare-Employer 1.45%		8,641	9,419
01-043-000-0000-6148	Employer Deduct Contribution-HSA		24,340	25,880
01-043-000-0000-6150	Health Insurance-Employer		128,827	125,291

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-043-000-0000-6152	Life Insurance-Employer	774	918
01-043-000-0000-6154	Long Term Disability-Employer	1,612	1,754
01-043-000-0000-6157	Retiree Health	12,290	9,217
01-043-000-0000-6159	PERA 7.50%	44,695	47,830
01-043-000-0000-6165	Fica-Employer 6.20%	36,948	40,272
01-043-000-0000-6171	Workers Compensation	4,484	4,940
01-043-000-0000-6205	Postage	7,600	8,000
01-043-000-0000-6220	Telephone	5,000	5,000
01-043-000-0000-6230	Printing, Publishing & Adv	1,500	1,500
01-043-000-0000-6240	Dues & License Renewal	2,200	2,200
01-043-000-0000-6266	Data Processing/Computer Services	6,000	5,400
01-043-000-0000-6268	Staff Training, Development	6,600	5,200
01-043-000-0000-6272	Physical Examinations	100	100
01-043-000-0000-6302	Vehicle Maintenance	2,500	3,000
01-043-000-0000-6330	Transportation/Travel/Parking	800	800
01-043-000-0000-6332	Hotel / Motel Lodging	4,000	4,000
01-043-000-0000-6335	Gas/Vehicle Fuel Charges	8,000	8,000
01-043-000-0000-6339	Meals (Overnight)	800	800
01-043-000-0000-6352	Insurance	6,512	6,840
01-043-000-0000-6359	Wrecker Service	200	200
01-043-000-0000-6360	Services, Labor, Contracts, GIS Mappi	6,400	8,700
01-043-000-0000-6374	Auto & Trailer License	100	100
01-043-000-0000-6405	Office Supplies	4,000	2,500
01-043-000-0000-6485	Computer/Technology Supplies	3,500	3,500
01-043-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	22,000	12,000
DEPT 043 Assessor	**Revenue**	**175,902 -**	**181,375 -**
	Expend.	**946,758**	**993,214**
	Net	**770,856**	**811,839**
044 DEPT Central Services			
01-044-000-0000-5403	Cost Allocation Reimbursement	185,000 -	175,000 -
01-044-000-0000-5791	Interest Income	301,381 -	800,000 -
01-044-000-0000-5840	Misc Receipts	1,000 -	1,000 -
01-044-000-0000-5841	Mcit Dividend	10,000 -	10,000 -
01-044-000-0000-5970	Payroll - Contingency Funds	211,284 -	125,000 -
01-044-000-0000-6352	Insurance	51,517	55,000
01-044-000-0000-6360	Services, Labor, Contracts	100,000	100,000

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-044-000-0000-6841	Ambulance Appropriations		42,000	42,000
01-044-000-0000-6844	MN Rural Counties Caucus		2,300	2,300
01-044-000-0000-6845	Assoc of MN Counties		11,614	11,614
01-044-000-0000-6846	Arrowhead Counties Appropriations		2,750	2,750
01-044-000-0000-6847	Support within Reach		2,000	3,000
01-044-048-0000-6342	Postage Rental		2,870	2,500
01-044-048-0000-6405	Postage Supplies		900	150
01-044-100-0000-5001	Property Taxes - Current		10,010,770 -	10,448,676 -
01-044-100-0000-5060	Mobile Home-Current		11,000 -	13,000 -
01-044-100-0000-5065	Severed Mineral-Current		5,000 -	4,000 -
01-044-100-0000-5067	Industrial Minerals-Current		500 -	500 -
01-044-100-0000-5070	Penalty - Current		32,000 -	22,000 -
01-044-100-0000-5071	Penalty & Interest - Delinquent		42,000 -	42,000 -
01-044-100-0000-5207	Affordable Housing Aid		97,222 -	97,222 -
01-044-100-0000-5210	County Program Aid		1,083,447 -	1,083,984 -
01-044-100-0000-5211	Public Safety Aid		518,898 -	0
01-044-100-0000-5251	In Lieu Apportionments & Receipts		1,898,275 -	1,898,275 -
01-044-100-0000-5252	Forf Tax Sales Apportionment		150,000 -	150,000 -
01-044-100-0000-6360	Services, Labor, Contracts		518,898	0
01-044-100-0000-6800	Tax Abatements		10,000	10,000
01-044-904-0000-6379	Flex Services, Labor, Etc.		8,500	8,500
DEPT 044	Central Services	**Revenue**	**14,557,777 -**	**14,870,657 -**
		Expend.	**753,349**	**237,814**
		Net	**13,804,428 -**	**14,632,843 -**
045 DEPT	Motor Pool			
01-045-000-0000-5840	Misc Receipts		42,000 -	30,000 -
01-045-000-0000-5920	Sales of Capital Assets/Auction Proce		18,000 -	18,000 -
01-045-000-0000-6302	Vehicle Maintenance		5,000	6,000
01-045-000-0000-6352	Insurance		4,636	4,868
01-045-000-0000-6374	Auto & Trailer License		215	215
01-045-000-0000-6480	Car Equipment		500	500
01-045-000-0000-6621	Auto Replacement		28,000	30,000
DEPT 045	Motor Pool	**Revenue**	**60,000 -**	**48,000 -**
		Expend.	**38,351**	**41,583**
		Net	**21,649 -**	**6,417 -**
049 DEPT	Information Technologies			

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-049-000-0000-5525	Label & Listing Sales	1,500 -	1,500 -
01-049-000-0000-5947	Planned Use of Fund Balance	20,000 -	0
01-049-000-0000-6101	Salaries-Full Time	388,003	407,473
01-049-000-0000-6124	Medicare-Employer 1.45%	5,626	5,908
01-049-000-0000-6148	Employer Deduct Contribution-HSA	10,040	12,840
01-049-000-0000-6150	Health Insurance-Employer	48,753	48,251
01-049-000-0000-6152	Life Insurance-Employer	294	510
01-049-000-0000-6154	Long Term Disability-Employer	1,052	1,106
01-049-000-0000-6159	PERA 7.50%	29,100	30,157
01-049-000-0000-6165	Fica-Employer 6.20%	24,056	25,263
01-049-000-0000-6168	NACO Deferred Comp ER in Lieu Hea	2,800	0
01-049-000-0000-6171	Workers Compensation	432	475
01-049-000-0000-6205	Postage	100	100
01-049-000-0000-6220	Telephone	500	900
01-049-000-0000-6240	Membership/Dues/Association Fees	1,800	1,800
01-049-000-0000-6266	Software Fees/License Fees	53,000	54,400
01-049-000-0000-6268	Staff Training, Development	10,000	10,000
01-049-000-0000-6283	Programming, Services, Contracts	202,712	241,693
01-049-000-0000-6330	Transportation/Travel/Parking	1,000	1,000
01-049-000-0000-6332	Hotel / Motel Lodging	1,000	2,000
01-049-000-0000-6339	Meals (Overnight)	300	300
01-049-000-0000-6342	Office Equipment Rental/Contracts	1,000	1,000
01-049-000-0000-6352	Insurance	1,795	2,000
01-049-000-0000-6405	Office Supplies (Non Computer)	1,500	1,000
01-049-000-0000-6485	Computer/Technology Supplies	6,500	6,500
01-049-000-0000-6625	Capital - Office & Other Equipment	60,000	40,000
DEPT 049	Information Technologies **Revenue**	**21,500 -**	**1,500 -**
	Expend.	**851,363**	**894,676**
	Net	**829,863**	**893,176**
052 DEPT	Administration		
01-052-000-0000-6101	Salaries-Full Time	194,114	204,566
01-052-000-0000-6108	Meals (Not Overnight)	75	50
01-052-000-0000-6124	Medicare-Employer 1.45%	2,815	2,966
01-052-000-0000-6148	Employer Deduct Contribution-HSA	5,520	5,520
01-052-000-0000-6150	Health Insurance-Employer	29,843	26,168
01-052-000-0000-6152	Life Insurance-Employer	204	204

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-052-000-0000-6154	Long Term Disability-Employer		513	540
01-052-000-0000-6159	PERA 7.50%		14,559	14,739
01-052-000-0000-6165	Fica-Employer 6.20%		12,036	12,683
01-052-000-0000-6171	Workers Compensation		172	189
01-052-000-0000-6205	Postage		200	150
01-052-000-0000-6220	Telephone		1,100	600
01-052-000-0000-6240	Membership/Dues/Association Fees		1,600	1,800
01-052-000-0000-6241	Registration Fee		2,000	2,425
01-052-000-0000-6263	Contract Legal Services		20,000	10,000
01-052-000-0000-6266	Data Processing/Computer Services		1,100	1,500
01-052-000-0000-6330	Transportation/Travel/Parking		1,000	400
01-052-000-0000-6332	Hotel / Motel Lodging		1,500	2,000
01-052-000-0000-6335	Gas/Vehicle Fuel Charges		50	50
01-052-000-0000-6339	Meals (Overnight)		200	250
01-052-000-0000-6352	Insurance		1,795	1,885
01-052-000-0000-6405	Office Supplies		1,000	1,000
01-052-000-0000-6480	Small Furniture/Equipment		1,500	2,500
DEPT 052	Administration	**Revenue**	**0**	**0**
		Expend.	**292,896**	**292,185**
		Net	**292,896**	**292,185**
053 DEPT	Human Resources			
01-053-000-0000-6101	Salaries-Full Time		274,335	287,592
01-053-000-0000-6109	Overtime-Salaries		500	0
01-053-000-0000-6124	Medicare-Employer 1.45%		3,985	4,170
01-053-000-0000-6148	Employer Deduct Contribution-HSA		5,520	8,320
01-053-000-0000-6150	Health Insurance Employer		29,843	29,636
01-053-000-0000-6152	Life Insurance-Employer		306	306
01-053-000-0000-6154	Long Term Disability-Employer		650	685
01-053-000-0000-6159	PERA 7.50%		20,613	20,810
01-053-000-0000-6165	Fica-Employer		17,040	17,831
01-053-000-0000-6168	NACO Deferred Comp ER in Lieu Hea		2,800	0
01-053-000-0000-6171	Workers Compensation		386	425
01-053-000-0000-6190	Gym Membership		0	120
01-053-000-0000-6199	Employee Recognition		3,550	0
01-053-000-0000-6205	Postage		1,425	1,130
01-053-000-0000-6220	Telephone		1,325	1,450

Copyright 2010-2022 Integrated Financial Systems

Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-053-000-0000-6230	Printing, Publishing & Adv		4,000	3,500
01-053-000-0000-6240	Membership/Dues/Association Fees		500	1,200
01-053-000-0000-6241	Registration Fee		1,500	1,200
01-053-000-0000-6263	Contract Legal Services		15,000	10,000
01-053-000-0000-6265	Background Check Fee		13,700	14,000
01-053-000-0000-6266	Data Processing/Computer Services		2,500	5,098
01-053-000-0000-6268	Staff Training, Development		3,500	7,500
01-053-000-0000-6330	Transportation/Travel/Parking		500	500
01-053-000-0000-6332	Hotel / Motel Lodging		800	1,500
01-053-000-0000-6335	Gas/Vehicle Fuel Charges		100	100
01-053-000-0000-6339	Meals (Overnight)		100	100
01-053-000-0000-6360	Services, Labor, Contracts		10,000	10,000
01-053-000-0000-6405	Office Supplies		4,500	2,000
01-053-000-0000-6480	Small Furniture/Equipment		0	2,000
DEPT 053	Human Resources	**Revenue**	**0**	**0**
		Expend.	**418,978**	**431,173**
		Net	**418,978**	**431,173**
060 DEPT	Elections			
01-060-000-0000-5330	State Grants/Reimbursement.Elections		0	6,000 -
01-060-000-0000-6101	Salaries-Full Time		27,817	0
01-060-000-0000-6124	Medicare-Employer 1.45%		403	0
01-060-000-0000-6159	PERA 7.50%		1,524	0
01-060-000-0000-6165	Fica-Employer 6.20%		1,725	0
01-060-000-0000-6171	Workers Compensation		18	30
01-060-000-0000-6205	Postage		4,000	1,000
01-060-000-0000-6230	Printing, Publishing & Adv		10,000	250
01-060-000-0000-6268	Staff Training, Development		1,000	0
01-060-000-0000-6330	Transportation/Travel/Parking		1,000	0
01-060-000-0000-6342	Office Equipment Rental/Contracts		15,000	24,000
01-060-000-0000-6360	Services, Labor, Contracts		25,000	15,000
01-060-000-0000-6405	Office Supplies		4,000	500
01-060-000-0000-6406	Ballots & Programming		50,000	50,000
DEPT 060	Elections	**Revenue**	**0**	**6,000 -**
		Expend.	**141,487**	**90,780**
		Net	**141,487**	**84,780**
090 DEPT	Attorney			

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Aitkin County

USER-SELECTED BUDGET REPORT

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-090-000-0000-5512	Costs Of Prosecution	17,427 -	20,796 -
01-090-000-0000-5527	Asst Co Atty & Sec Fees	46,925 -	44,439 -
01-090-000-0000-5612	Drug & Forfeiture Ms387.213	13,186 -	3,754 -
01-090-000-0000-5840	Misc Receipts	3,677 -	2,818 -
01-090-000-0000-6101	Salaries-Full Time	909,992	981,422
01-090-000-0000-6102	Salaries-Part Time	10,720	14,109
01-090-000-0000-6108	Meals Reimbursed (Taxable)	50	50
01-090-000-0000-6109	Overtime-Salaries	5,000	7,000
01-090-000-0000-6124	Medicare-Employer 1.45%	13,433	14,537
01-090-000-0000-6148	Employer Deduct Contribution-HSA	25,680	26,680
01-090-000-0000-6149	Employer Deduct Contribution-Veba	2,260	0
01-090-000-0000-6150	Health Insurance-Employer	94,534	104,055
01-090-000-0000-6152	Life Insurance-Employer	1,020	1,020
01-090-000-0000-6154	Long Term Disability-Employer	2,503	2,690
01-090-000-0000-6157	Retiree Health	6,145	12,288
01-090-000-0000-6159	PERA 7.50%	68,287	74,958
01-090-000-0000-6165	Fica-Employer 6.20%	57,438	62,157
01-090-000-0000-6169	MNDCP IN LIEU OF HEALTH INS	2,800	0
01-090-000-0000-6171	Workers Compensation	896	986
01-090-000-0000-6199	Employee Recognition	100	100
01-090-000-0000-6205	Postage	2,217	1,798
01-090-000-0000-6220	Telephone	3,747	3,739
01-090-000-0000-6230	Printing, Publishing & Adv	240	100
01-090-000-0000-6240	Membership/Dues/Association Fees	9,493	6,206
01-090-000-0000-6260	Professional Consulting	1,000	1,000
01-090-000-0000-6262	Witness/Expert Witness & Travel Expe	1,000	1,000
01-090-000-0000-6263	Contract Legal Services	1,000	1,000
01-090-000-0000-6264	Sheriff Services	2,677	2,811
01-090-000-0000-6265	Drug & Forfeiture MS 387.213	2,226	3,754
01-090-000-0000-6266	Computer Research	124,866	26,400
01-090-000-0000-6268	Staff Training, Development	5,000	5,000
01-090-000-0000-6269	Court Reporter Services	1,492	454
01-090-000-0000-6272	Physical Examinations	200	200
01-090-000-0000-6330	Transportation/Travel/Parking	708	447
01-090-000-0000-6332	Hotel / Motel Lodging	298	627
01-090-000-0000-6333	Crt.Related Travel Expenses	177	169
01-090-000-0000-6339	Meals (Overnight)	30	100

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-090-000-0000-6342	Office Equipment Rental/Contracts	4,300	4,402
01-090-000-0000-6352	Insurance	3,583	3,762
01-090-000-0000-6360	Services, Labor, Contracts	2,858	3,815
01-090-000-0000-6405	Office Supplies	8,502	7,074
01-090-000-0000-6406	Law Publ. & Subscriptions	26,199	27,508
01-090-000-0000-6485	Computer/Technology Supplies	636	699
01-090-000-0000-6625	Capital - Office & Other Equipment	5,205	7,029
DEPT 090 Attorney	**Revenue**	**81,215 -**	**71,807 -**
	Expend.	**1,408,512**	**1,411,146**
	Net	**1,327,297**	**1,339,339**
100 DEPT Recorder			
01-100-000-0000-5529	County Recorder Fees	70,000 -	80,000 -
01-100-000-0000-5840	Misc Receipts	15,000 -	10,000 -
01-100-000-0000-6101	Salaries-Full Time	203,371	213,685
01-100-000-0000-6109	Overtime-Salaries	1,000	2,500
01-100-000-0000-6124	Medicare-Employer 1.45%	2,963	3,099
01-100-000-0000-6148	Employer Deduct Contribution-HSA	9,780	8,780
01-100-000-0000-6150	Health Insurance-Employer	55,222	43,028
01-100-000-0000-6152	Life Insurance-Employer	306	306
01-100-000-0000-6154	Long Term Disability-Employer	559	486
01-100-000-0000-6159	PERA 7.50%	14,268	13,433
01-100-000-0000-6165	Fica-Employer 6.20%	12,640	13,249
01-100-000-0000-6171	Workers Compensation	374	411
01-100-000-0000-6205	Postage	1,500	1,200
01-100-000-0000-6220	Telephone	900	900
01-100-000-0000-6230	Printing, Publishing & Adv	0	300
01-100-000-0000-6240	Membership/Dues/Association Fees	600	800
01-100-000-0000-6241	Registration Fee	1,000	1,000
01-100-000-0000-6268	Staff Training, Development	1,000	1,000
01-100-000-0000-6330	Transportation/Travel/Parking	500	500
01-100-000-0000-6332	Hotel / Motel Lodging	2,500	2,500
01-100-000-0000-6335	Gas/Vehicle Fuel Charges	500	500
01-100-000-0000-6339	Meals (Overnight)	500	500
01-100-000-0000-6342	Office Equipment Rental/Contracts	300	500
01-100-000-0000-6352	Insurance	1,077	1,131
01-100-000-0000-6360	Services, Labor, Contracts	4,000	4,000

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Aitkin County

USER-SELECTED BUDGET REPORT

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-100-000-0000-6405	Office Supplies	4,000	4,000
01-100-195-0000-5529	Recorder Fees-Land Records Compli	45,000 -	50,000 -
01-100-195-0000-6266	Data Processing/Computer Services	116,500	5,000
01-100-195-0000-6360	Services, Labor, Contracts-Land Reco	5,000	31,800
01-100-196-0000-5529	Recorder Fees-Recorder's Tech Fund	40,000 -	40,000 -
01-100-196-0000-6266	Data Processing/Computer Services	50,000	93,270
01-100-196-0000-6360	Services, Labor, Contracts-Recorder's	105,000	19,000
01-100-196-0000-6625	Office & Other Equipment-Recorder's	20,000	20,000
DEPT 100 Recorder	**Revenue**	**170,000 -**	**180,000 -**
	Expend.	**615,360**	**486,878**
	Net	**445,360**	**306,878**
110 DEPT Courthouse Maintenance			
01-110-000-0000-6101	Salaries-Full Time	293,931	311,850
01-110-000-0000-6109	Overtime-Salaries	500	500
01-110-000-0000-6124	Medicare-Employer 1.45%	4,268	4,529
01-110-000-0000-6148	Employer Deduct Contribution-HSA	14,560	14,560
01-110-000-0000-6150	Health Insurance-Employer	64,692	63,399
01-110-000-0000-6152	Life Insurance-Employer	468	612
01-110-000-0000-6154	Long Term Disability-Employer	808	853
01-110-000-0000-6159	PERA 7.50%	22,075	23,300
01-110-000-0000-6165	Fica-Employer 6.20%	18,249	19,366
01-110-000-0000-6171	Workers Compensation	5,021	5,523
01-110-000-0000-6220	Telephone	850	850
01-110-000-0000-6240	Membership/Dues/Association Fees	750	750
01-110-000-0000-6254	Utilities-Gas and Electric	85,000	85,000
01-110-000-0000-6255	Garbage	8,500	9,000
01-110-000-0000-6266	Data Processing/Computer Services	0	8,000
01-110-000-0000-6268	Staff Training, Development	800	800
01-110-000-0000-6271	Inspection Fees	1,150	3,800
01-110-000-0000-6272	Physical Examinations	150	150
01-110-000-0000-6330	Transportation/Travel/Parking	200	200
01-110-000-0000-6335	Gas/Vehicle Fuel Charges	400	600
01-110-000-0000-6352	Insurance	3,000	3,150
01-110-000-0000-6360	Services, Labor, Contracts	52,000	55,000
01-110-000-0000-6374	Auto & Trailer License	25	25
01-110-000-0000-6405	Office Supplies	250	250

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-110-000-0000-6415	Operational Supplies		14,000	18,000
01-110-000-0000-6422	Janitorial Supplies		11,000	9,000
01-110-000-0000-6570	Motor Fuel & Lubricants		1,000	1,000
01-110-000-0000-6610	Equipment		6,000	6,000
DEPT 110	Courthouse Maintenance	**Revenue**	**0**	**0**
		Expend.	**609,647**	**646,067**
		Net	**609,647**	**646,067**
111 DEPT	Buildings			
01-111-000-0000-6360	Services, Labor, Contracts		1,000	0
01-111-000-0000-6480	Small Furniture/Equipment		7,000	7,000
01-111-000-0000-6605	Building & Structure Related Expenditu		80,000	25,000
01-111-000-0000-6620	Auto, Trailers, Snowmobiles		0	56,000
DEPT 111	Buildings	**Revenue**	**0**	**0**
		Expend.	**88,000**	**88,000**
		Net	**88,000**	**88,000**
120 DEPT	Veterans Service			
01-120-000-0000-5301	Co. Veteran Service Grant		10,000 -	10,000 -
01-120-000-0000-5559	Co Service Officer Van Reimbursement		3,000 -	3,000 -
01-120-000-0000-6101	Salaries-Full Time		126,622	133,459
01-120-000-0000-6108	Meals Reimbursed (Taxable)		0	50
01-120-000-0000-6124	Medicare-Employer 1.45%		1,836	1,935
01-120-000-0000-6148	Employer Deduct Contribution-HSA		0	3,260
01-120-000-0000-6149	Employer Deduct Contribution-Veba		3,260	0
01-120-000-0000-6150	Health Insurance-Employer		17,417	16,860
01-120-000-0000-6152	Life Insurance-Employer		102	102
01-120-000-0000-6154	Long Term Disability-Employer		226	239
01-120-000-0000-6159	PERA 7.50%		9,497	10,009
01-120-000-0000-6165	Fica-Employer 6.20%		7,851	8,275
01-120-000-0000-6171	Workers Compensation		160	176
01-120-000-0000-6205	Postage		50	50
01-120-000-0000-6220	Telephone		1,600	1,550
01-120-000-0000-6230	Printing, Publishing & Adv		4,000	2,300
01-120-000-0000-6240	Membership/Dues/Association Fees		500	1,000
01-120-000-0000-6241	Registration Fee		200	1,000
01-120-000-0000-6278	Per Diem		5,400	5,400
01-120-000-0000-6300	Maintenance/Service Contracts		900	900

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-120-000-0000-6302	Vehicle Maintenance		1,000	1,000
01-120-000-0000-6330	Transportation/Travel/Parking		1,000	600
01-120-000-0000-6332	Hotel / Motel Lodging		1,200	1,200
01-120-000-0000-6335	Gas/Vehicle Fuel Charges		4,000	4,000
01-120-000-0000-6339	Meals (Overnight)		150	150
01-120-000-0000-6352	Insurance		1,147	1,204
01-120-000-0000-6360	Services, Labor, Contracts		500	500
01-120-000-0000-6405	Office Supplies		1,800	2,500
DEPT 120	Veterans Service	**Revenue**	**13,000 -**	**13,000 -**
		Expend.	**190,418**	**197,719**
		Net	**177,418**	**184,719**
121 DEPT	Housing & Redevelopment			
01-121-000-0000-6278	Advisory Board/Committee Per Diem		2,000	2,000
DEPT 121	Housing & Redevelopment	**Revenue**	**0**	**0**
		Expend.	**2,000**	**2,000**
		Net	**2,000**	**2,000**
122 DEPT	Planning & Zoning			
01-122-000-0000-5135	Planning & Zoning Permits		285,000 -	305,000 -
01-122-000-0000-5302	Shoreland State Grant		10,786 -	10,786 -
01-122-000-0000-5304	P&Z Wetland Conserv. State Grant		24,930 -	24,930 -
01-122-000-0000-5305	Riparian Project Aid		10,000 -	10,000 -
01-122-000-0000-6101	Salaries-Full Time		374,887	420,247
01-122-000-0000-6108	Meals Reimbursed (Taxable)		400	300
01-122-000-0000-6109	Overtime-Salaries		2,000	3,000
01-122-000-0000-6124	Medicare-Employer 1.45%		5,465	6,137
01-122-000-0000-6148	Employer Deduct Contribution-HSA		13,300	18,500
01-122-000-0000-6150	Health Insurance-Employer		69,141	75,998
01-122-000-0000-6152	Life Insurance-Employer		483	663
01-122-000-0000-6154	Long Term Disability-Employer		1,031	1,111
01-122-000-0000-6159	PERA 7.50%		28,267	30,546
01-122-000-0000-6165	Fica-Employer 6.20%		23,367	26,242
01-122-000-0000-6169	MNDCP IN LIEU OF HEALTH INS		4,200	3,489
01-122-000-0000-6171	Workers Compensation		3,072	3,379
01-122-000-0000-6205	Postage		3,500	3,500
01-122-000-0000-6220	Telephone		2,800	3,000
01-122-000-0000-6230	Printing, Publishing & Adv		3,500	3,500

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-122-000-0000-6240	Membership/Dues/Association Fees		250	400
01-122-000-0000-6241	Registration Fee		800	2,000
01-122-000-0000-6263	Legal Workshop Fees		600	600
01-122-000-0000-6266	Data Processing/Computer Services		3,800	4,000
01-122-000-0000-6268	Staff Training, Development		3,500	3,800
01-122-000-0000-6278	Advisory Board/Committee Per Diem		10,500	10,200
01-122-000-0000-6302	Vehicle Maintenance		2,000	1,800
01-122-000-0000-6330	Transportation/Travel/Parking		500	250
01-122-000-0000-6332	Hotel / Motel Lodging		1,000	1,200
01-122-000-0000-6335	Gas/Vehicle Fuel Charges		3,500	3,500
01-122-000-0000-6339	Meals (Overnight)		500	450
01-122-000-0000-6342	Office Equipment Rental/Contracts		3,300	3,100
01-122-000-0000-6352	Insurance		2,507	2,632
01-122-000-0000-6360	Services, Labor, Contracts		40,000	32,000
01-122-000-0000-6374	Auto & Trailer License		120	120
01-122-000-0000-6405	Office, Film, & Field Supplies		5,500	5,000
01-122-000-0000-6485	Computer/Technology Supplies		2,000	2,000
01-122-000-0000-6620	Auto, Trailers, Snowmobiles, ATV		0	9,000
01-122-000-0000-6800	Miscellaneous(Promotional)		300	500
01-122-000-0000-6820	Refunds & Reimbursements		15,000	12,000
01-122-029-0000-5322	State Grants-Programs		18,600 -	18,600 -
01-122-038-0000-6330	BOA/PC Mileage		8,500	8,500
DEPT 122	Planning & Zoning	**Revenue**	**349,316 -**	**369,316 -**
		Expend.	**639,590**	**702,664**
		Net	**290,274**	**333,348**
123 DEPT	Coroner			
01-123-000-0000-6260	Autopsies--Pathologist, Xrays, Etc		15,000	15,000
01-123-000-0000-6262	Coroner Fees		40,000	40,000
01-123-000-0000-6330	Transportation For Autoposy		20,000	20,000
DEPT 123	Coroner	**Revenue**	**0**	**0**
		Expend.	**75,000**	**75,000**
		Net	**75,000**	**75,000**
200 DEPT	Enforcement			
01-200-000-0000-5307	Police State Aid-State Shared Revenue		145,000 -	175,000 -
01-200-000-0000-5308	Police Officer Training		15,000 -	15,000 -
01-200-000-0000-5310	State Grants-OT Grant		68,138 -	0

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Aitkin County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-200-000-0000-5422	COPS Grant - Federal Revenue	0	125,000 -
01-200-000-0000-5506	AIS Enforcement Reimbursement	40,000 -	40,000 -
01-200-000-0000-5530	County Sheriff Fees	9,000 -	9,000 -
01-200-000-0000-5532	County Sheriff Mileage	9,000 -	9,000 -
01-200-000-0000-5533	Alarm System	2,500 -	2,500 -
01-200-000-0000-5613	Cost Of Restitution	4,500 -	4,500 -
01-200-000-0000-5840	Misc Receipts	140,000 -	100,000 -
01-200-000-0000-5861	Insurance Proceeds/Reimbursements	46,000 -	46,000 -
01-200-000-0000-5920	Sales of Capital Assets/Auction Proce	5,000 -	5,000 -
01-200-000-0000-6101	Salaries-Full Time	1,594,859	1,707,474
01-200-000-0000-6108	Meals Reimbursed (Taxable)	100	100
01-200-000-0000-6109	Overtime-Salaries	108,000	50,000
01-200-000-0000-6110	Holiday Pay	60,000	60,000
01-200-000-0000-6124	Medicare-Employer 1.45%	25,561	25,483
01-200-000-0000-6148	Employer Deduct Contribution-HSA	50,680	59,220
01-200-000-0000-6150	Health Insurance-Employer	276,548	267,845
01-200-000-0000-6152	Life Insurance-Employer	1,617	2,091
01-200-000-0000-6154	Long Term Disability-Employer	4,277	4,344
01-200-000-0000-6157	Retiree Health	7,169	22,175
01-200-000-0000-6159	PERA	283,073	271,081
01-200-000-0000-6165	Fica-Employer 6.20%	17,599	10,969
01-200-000-0000-6169	MNDCP IN LIEU OF HEALTH INS	9,800	0
01-200-000-0000-6171	Workers Compensation	26,528	31,108
01-200-000-0000-6180	Clothing Allowance	7,000	7,000
01-200-000-0000-6205	Postage	1,800	2,000
01-200-000-0000-6220	Telephone	23,000	26,000
01-200-000-0000-6230	Printing, Publishing & Adv	600	600
01-200-000-0000-6240	Membership/Dues/Association Fees	5,000	6,000
01-200-000-0000-6241	Registration Fee	500	500
01-200-000-0000-6260	Professional Consulting	10,000	10,000
01-200-000-0000-6272	Physical Examinations	1,500	1,500
01-200-000-0000-6302	Vehicle Maintenance	48,000	50,000
01-200-000-0000-6335	Gas/Vehicle Fuel Charges	140,000	140,000
01-200-000-0000-6342	Office Equipment Rental/Contracts	2,050	2,200
01-200-000-0000-6352	Insurance	84,989	93,487
01-200-000-0000-6359	Wrecker Service	5,000	5,000
01-200-000-0000-6360	Services, Labor, Contracts	45,000	75,000

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-200-000-0000-6374	Auto & Trailer License	100	100
01-200-000-0000-6405	Office Supplies	8,500	8,500
01-200-000-0000-6460	Deputy Supplies	15,000	15,000
01-200-000-0000-6610	Equipment & Radios	50,000	50,000
01-200-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	120,000	150,000
01-200-000-0000-6630	Miscellaneous Capital Expense	10,000	10,000
01-200-003-0000-6241	Registration Fee	8,000	8,000
01-200-003-0000-6330	Transportation/Travel/Parking	500	500
01-200-003-0000-6332	Hotel / Motel Lodging	2,000	2,000
01-200-003-0000-6335	Gas/Vehicle Fuel Charges	200	200
01-200-003-0000-6339	Meals (Overnight)	500	500
01-200-019-0000-5760	Canine Donations	100 -	100 -
01-200-019-0000-6240	Membership/Dues/Association Fees	100	100
01-200-019-0000-6332	Hotel / Motel Lodging	300	300
01-200-019-0000-6352	Insurance-Vehicles/Equipment/Liability	1,000	1,000
01-200-019-0000-6360	Services, Labor, Contracts	3,000	3,000
01-200-019-0000-6405	Office Supplies	1,000	1,000
01-200-019-0000-6460	Deputy Supplies	1,500	1,500
01-200-200-0000-5310	F-VCET P07 Grant	181,806 -	164,000 -
01-200-200-0000-6101	Salaries-Full Time	50,450	53,188
01-200-200-0000-6124	Medicare Employer	732	771
01-200-200-0000-6148	Employer Deduct Contribution-HSA	2,260	2,260
01-200-200-0000-6150	Health Insurance Employer	9,455	9,307
01-200-200-0000-6152	Life Insurance-Employer	102	102
01-200-200-0000-6154	Long Term Disability-Employer	139	146
01-200-200-0000-6159	PERA CO-OR	3,784	3,989
01-200-200-0000-6165	Fica-Employer	3,128	3,298
01-200-200-0000-6800	VCET Program Expenditures	111,756	96,569
DEPT 200 Enforcement	**Revenue**	**666,044 -**	**695,100 -**
	Expend.	**3,243,756**	**3,352,507**
	Net	**2,577,712**	**2,657,407**
202 DEPT Boat & Water			
01-202-000-0000-5310	State Grants-B & W Ppl (OT)	5,500 -	5,500 -
01-202-000-0000-5315	Boat & Water State Grant	25,113 -	36,040 -
01-202-000-0000-5840	Misc Receipts	0	100 -
01-202-000-0000-6101	Salaries-Full Time	68,183	70,552

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-202-000-0000-6102	Salaries-Part Time		0	33,211
01-202-000-0000-6109	Overtime-Salaries		5,000	5,000
01-202-000-0000-6110	Holiday Pay		741	1,482
01-202-000-0000-6124	Medicare-Employer 1.45%		989	1,578
01-202-000-0000-6148	Employer Deduct Contribution-HSA		0	2,645
01-202-000-0000-6150	Health Insurance-Employer		9,769	14,072
01-202-000-0000-6152	Life Insurance-Employer		55	98
01-202-000-0000-6154	Long Term Disability-Employer		101	194
01-202-000-0000-6156	ID Theft Protection		74	148
01-202-000-0000-6159	PERA		6,699	12,524
01-202-000-0000-6165	Fica-Employer 6.20%		2,036	2,121
01-202-000-0000-6171	Workers Compensation		362	1,210
01-202-000-0000-6180	Clothing Allowance		800	1,000
01-202-000-0000-6220	Telephone		400	1,000
01-202-000-0000-6230	Printing, Publishing & Adv		150	150
01-202-000-0000-6254	Utilities-Gas and Electric		300	300
01-202-000-0000-6302	B&W Maintenance		4,000	3,000
01-202-000-0000-6335	Gas/Vehicle Fuel Charges		8,000	10,000
01-202-000-0000-6352	Insurance		2,321	2,860
01-202-000-0000-6360	Services, Labor, Contracts		1,500	1,500
01-202-000-0000-6374	Auto & Trailer License		150	150
01-202-000-0000-6405	Office Supplies		350	500
01-202-000-0000-6462	Sheriff Field Supplies		3,000	3,000
01-202-000-0000-6480	Small Furniture/Equipment		0	2,000
01-202-000-0000-6620	Auto, Trailers, Snowmobiles, ATV		20,000	20,000
DEPT 202	**Boat & Water**	**Revenue**	**30,613 -**	**41,640 -**
		Expend.	**134,980**	**190,295**
		Net	**104,367**	**148,655**
203 DEPT	Snowmobile			
01-203-000-0000-5315	Snowmobile State Grant		6,070 -	6,070 -
01-203-000-0000-5840	Misc Receipts		30 -	30 -
01-203-000-0000-6101	Salaries-Full Time		25,620	49,080
01-203-000-0000-6109	Overtime-Salaries		400	400
01-203-000-0000-6110	Holiday Pay		865	1,615
01-203-000-0000-6124	Medicare-Employer 1.45%		372	712
01-203-000-0000-6148	Employer Deduct Contribution-HSA		0	1,840

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-203-000-0000-6150	Health Insurance-Employer		6,796	9,789
01-203-000-0000-6152	Life Insurance-Employer		34	68
01-203-000-0000-6154	Long Term Disability-Employer		71	135
01-203-000-0000-6156	ID Theft Protection		51	102
01-203-000-0000-6159	PERA 14.4%		4,660	8,712
01-203-000-0000-6171	Workers Compensation		400	842
01-203-000-0000-6180	Clothing Allowance		300	300
01-203-000-0000-6220	Telephone		400	800
01-203-000-0000-6302	Vehicle Maintenance		3,000	4,000
01-203-000-0000-6335	Gas/Vehicle Fuel Charges		3,600	4,000
01-203-000-0000-6360	Services, Labor, Contracts		500	500
01-203-000-0000-6374	Auto & Trailer License		30	30
01-203-000-0000-6462	Sheriff Field Supplies		200	200
01-203-000-0000-6480	Trailers/Snowmobile - Under $5000		4,000	4,000
DEPT 203 Snowmobile		**Revenue**	**6,100 -**	**6,100 -**
		Expend.	**51,299**	**87,125**
		Net	**45,199**	**81,025**
204 DEPT ATV				
01-204-000-0000-5315	ATV State Grant		11,134 -	11,134 -
01-204-000-0000-6101	Salaries-Full Time		14,412	27,607
01-204-000-0000-6109	Overtime-Salaries		2,100	2,100
01-204-000-0000-6110	Holiday Pay		741	1,000
01-204-000-0000-6124	Medicare-Employer 1.45%		201	400
01-204-000-0000-6148	Employer Deduct Contribution-HSA		0	1,035
01-204-000-0000-6150	Health Insurance-Employer		3,823	5,506
01-204-000-0000-6152	Life Insurance-Employer		20	38
01-204-000-0000-6154	Long Term Disability-Employer		71	76
01-204-000-0000-6159	PERA		2,622	4,901
01-204-000-0000-6171	Workers Compensation		249	474
01-204-000-0000-6220	Telephone		165	350
01-204-000-0000-6302	Vehicle Maintenance		2,000	2,000
01-204-000-0000-6335	Gas/Vehicle Fuel Charges		2,000	3,000
01-204-000-0000-6360	Services, Labor, Contracts		750	750
01-204-000-0000-6374	Auto & Trailer License		50	50
01-204-000-0000-6462	Sheriff Field Supplies		400	400
DEPT 204 ATV		**Revenue**	**11,134 -**	**11,134 -**

Copyright 2010-2022 Integrated Financial Systems

Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
		Expend.	**29,604**	**49,687**
		Net	**18,470**	**38,553**
252 DEPT	Corrections			
01-252-000-0000-5530	Corrections Fees		9,000 -	9,000 -
01-252-000-0000-5532	Transport Inmates		3,000 -	3,000 -
01-252-000-0000-5535	Board Of Prisoners		80,000 -	80,000 -
01-252-000-0000-5536	Inmate Medical (Boarding)		4,000 -	4,000 -
01-252-000-0000-5541	Pay To Stay Incounty Boarding Mn641		30,000 -	30,000 -
01-252-000-0000-5840	Misc Receipts		2,000 -	2,000 -
01-252-000-0000-5861	Medical Co Pay From Inmates		1,500 -	1,500 -
01-252-000-0000-6101	Salaries-Full Time		1,770,394	2,078,673
01-252-000-0000-6109	Overtime-Salaries		82,500	50,000
01-252-000-0000-6110	Holiday Pay		60,000	60,000
01-252-000-0000-6124	Medicare-Employer 1.45%		27,737	30,866
01-252-000-0000-6148	Employer Deduct Contribution-HSA		15,386	20,716
01-252-000-0000-6150	Health Insurance-Employer		388,457	406,177
01-252-000-0000-6152	Life Insurance-Employer		1,981	3,070
01-252-000-0000-6154	Long Term Disability-Employer		4,369	4,990
01-252-000-0000-6159	PERA		165,166	182,983
01-252-000-0000-6165	Fica-Employer 6.20%		114,483	127,655
01-252-000-0000-6168	NACO Deferred Comp ER in Lieu Hea		19,000	0
01-252-000-0000-6171	Workers Compensation		17,372	25,926
01-252-000-0000-6172	Unemployment Compensation		1,100	1,200
01-252-000-0000-6180	Clothing Allowance		4,000	4,000
01-252-000-0000-6220	Telephone		3,000	3,000
01-252-000-0000-6230	Printing, Publishing & Adv		500	500
01-252-000-0000-6254	Utilities-Gas and Electric		150,000	150,000
01-252-000-0000-6260	Prof Counseling - Inmates		500	500
01-252-000-0000-6262	Contract Service or Medical Service		300,000	200,000
01-252-000-0000-6272	Physical Examinations		1,000	500
01-252-000-0000-6302	Vehicle Maintenance		4,000	4,000
01-252-000-0000-6330	Prisoner Transportation & Travel		6,000	6,000
01-252-000-0000-6335	Gas/Vehicle Fuel Charges		500	500
01-252-000-0000-6342	Tower Lease and Rental/Contracts		6,500	6,500
01-252-000-0000-6360	Services, Labor, Contracts		66,000	60,000
01-252-000-0000-6374	Auto & Trailer License		50	50
01-252-000-0000-6405	Office Supplies		8,000	6,000

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-252-000-0000-6418	Groceries		130,000	130,000
01-252-000-0000-6420	Food Service Supplies		3,500	2,500
01-252-000-0000-6421	Laundry Supplies		500	500
01-252-000-0000-6422	Janitorial Supplies		30,000	25,000
01-252-000-0000-6430	Medical Expense/Supplies - Inmates		65,000	65,000
01-252-000-0000-6461	Jail Supplies		3,000	2,000
01-252-000-0000-6465	Inmate Supplies		6,300	4,000
01-252-000-0000-6480	Small Furniture/Equipment		0	3,000
01-252-000-0000-6570	Motor Fuel & Lubricants		500	500
01-252-000-0000-6590	Repair & Maintenance Supplies		15,000	18,000
01-252-000-0000-6605	Building & Structure Related Expenditu		2,500	3,000
01-252-000-0000-6625	Capital - Office & Other Equipment		3,000	0
01-252-003-0000-6241	School Registration Fee		2,500	2,500
01-252-003-0000-6330	School Transportation/Travel/Parking		300	300
01-252-003-0000-6332	School Hotel / Motel Lodging		2,000	2,000
01-252-003-0000-6335	Gas/Vehicle Fuel Charges		300	300
01-252-003-0000-6339	Meals (Overnight)		500	500
DEPT 252	Corrections	**Revenue**	**129,500 -**	**129,500 -**
		Expend.	**3,482,895**	**3,692,906**
		Net	**3,353,395**	**3,563,406**
253 DEPT	Sentence to Serve			
01-253-000-0000-5315	State Grant Funding		37,000 -	37,000 -
01-253-000-0000-5760	Donations		1,000 -	1,000 -
01-253-000-0000-6101	Salaries-Full Time		90,833	102,043
01-253-000-0000-6109	Overtime-Salaries		1,500	1,500
01-253-000-0000-6124	Medicare-Employer 1.45%		1,339	1,501
01-253-000-0000-6148	Employer Deduct Contribution-HSA		1,304	1,304
01-253-000-0000-6150	Health Insurance-Employer		23,215	23,324
01-253-000-0000-6152	Life Insurance-Employer		143	143
01-253-000-0000-6154	Long Term Disability-Employer		250	281
01-253-000-0000-6159	PERA		8,060	9,041
01-253-000-0000-6165	Fica-Employer		5,725	6,420
01-253-000-0000-6171	Workers Compensation		2,255	2,526
01-253-000-0000-6220	Telephone		400	500
01-253-000-0000-6302	Vehicle Maintenance		3,000	3,000
01-253-000-0000-6330	Transportation/Travel/Parking (Own Au		250	250

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-253-000-0000-6332	Hotel / Motel Lodging		250	250
01-253-000-0000-6335	Gas/Vehicle Fuel Charges		5,000	5,000
01-253-000-0000-6339	Meals (Overnight)		100	100
01-253-000-0000-6352	Insurance		2,437	2,300
01-253-000-0000-6374	Auto & Trailer License		75	75
01-253-000-0000-6415	Operational Supplies		4,000	4,000
01-253-000-0000-6464	STS Supplies		2,000	1,000
01-253-000-0000-6590	Repair & Maintenance Supplies		1,000	1,000
DEPT 253	Sentence to Serve	**Revenue**	**38,000 -**	**38,000 -**
		Expend.	**153,136**	**165,558**
		Net	**115,136**	**127,558**
255 DEPT	Crime Victims			
01-255-000-0000-5310	Crime Victims State Grant		70,000 -	70,000 -
01-255-000-0000-6101	Salaries-Full Time		65,972	66,961
01-255-000-0000-6108	Meals Reimbursed (Taxable)		20	0
01-255-000-0000-6124	Medicare-Employer 1.45%		957	971
01-255-000-0000-6148	Employer Deduct Contribution-HSA		2,260	2,260
01-255-000-0000-6150	Health Insurance-Employer		9,455	9,308
01-255-000-0000-6152	Life Insurance-Employer		102	102
01-255-000-0000-6154	Long Term Disability-Employer		175	184
01-255-000-0000-6159	PERA 7.50%		4,948	5,022
01-255-000-0000-6165	Fica-Employer 6.20%		4,090	4,152
01-255-000-0000-6171	Workers Compensation		127	140
01-255-000-0000-6190	Gym Membership		10	10
01-255-000-0000-6205	Postage		982	1,034
01-255-000-0000-6220	Telephone		177	50
01-255-000-0000-6230	Printing, Publishing & Adv		500	500
01-255-000-0000-6268	Staff Training, Development		750	750
01-255-000-0000-6330	Transportation/Travel/Parking (Own Au		150	150
01-255-000-0000-6332	Hotel / Motel Lodging		250	250
01-255-000-0000-6339	Meals (Overnight)		30	30
01-255-000-0000-6360	Services, Labor, Contracts		1,500	1,500
01-255-000-0000-6405	Office Supplies		1,002	500
01-255-000-0000-6468	Law Enforcement Supplies		416	400
01-255-000-0000-6480	Small Furniture/Equipment		584	1,100
01-255-003-0000-6241	Registration Fee/Training		250	250

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-255-003-0000-6330	Transportation/Travel/Parking (Own Au	200	200
01-255-003-0000-6332	Hotel / Motel Lodging	300	300
01-255-003-0000-6339	Meals (Overnight)	100	100
01-255-031-0000-5840	Emergency Fund Money	1,000 -	1,000 -
01-255-031-0000-6360	Services, Labor, Contract-Emergency I	774	1,000
DEPT 255 Crime Victims	**Revenue**	**71,000 -**	**71,000 -**
	Expend.	**96,081**	**97,224**
	Net	**25,081**	**26,224**
257 DEPT Community Corrections			
01-257-000-0000-5378	CCA Subsidy	867,934 -	867,934 -
01-257-000-0000-6101	Salaries-Full Time	100,191	155,341
01-257-000-0000-6124	Medicare-Employer 1.45%	1,453	2,260
01-257-000-0000-6148	Employer Deduct Contribution-HSA	3,260	5,520
01-257-000-0000-6150	Health Insurance-Employer	20,388	29,368
01-257-000-0000-6152	Life Insurance-Employer	102	204
01-257-000-0000-6154	Long Term Disability-Employer	270	418
01-257-000-0000-6159	PERA 7.50%	7,514	11,389
01-257-000-0000-6165	Fica-Employer 6.20%	6,212	9,631
01-257-000-0000-6171	Workers Compensation Insurance	7,167	7,884
01-257-000-0000-6205	Postage	650	650
01-257-000-0000-6215	Wireless Telephone Services	700	600
01-257-000-0000-6220	Telephone	500	600
01-257-000-0000-6240	Membership/Dues/Association Fees	1,850	1,850
01-257-000-0000-6266	Software Fees/License Fees	7,000	7,000
01-257-000-0000-6330	Mileage	200	100
01-257-000-0000-6332	Hotel / Motel Lodging	1,400	1,400
01-257-000-0000-6335	Gas/Vehicle Fuel Charges	500	400
01-257-000-0000-6339	Meals (Overnight)	200	200
01-257-000-0000-6342	Office Equipment Rental/Contracts	2,500	2,000
01-257-000-0000-6352	Property Casualty Insurance-MCIT	2,872	3,159
01-257-000-0000-6360	Services, Labor, Contracts	2,000	1,700
01-257-000-0000-6405	Office Supplies	1,000	1,000
01-257-000-0000-6480	Small Equipment: Phones,Chairs,Tools	150	100
01-257-000-0000-6485	Computer/Technology Supplies	4,500	4,500
01-257-251-0000-6108	Meals (Not Overnight)	100	100
01-257-251-0000-6241	Registration Fee	5,000	5,000

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
01-257-251-0000-6268	Staff Training, Development	200	200
01-257-251-0000-6330	Mileage	400	100
01-257-251-0000-6332	Hotel / Motel Lodging	4,000	4,000
01-257-251-0000-6335	Gas/Vehicle Fuel Charges	500	400
01-257-251-0000-6339	Meals (Overnight)	400	300
01-257-255-0000-6101	Salaries-Full Time	75,769	78,356
01-257-255-0000-6108	Meals (Not Overnight)	100	50
01-257-255-0000-6124	Medicare-Employer 1.45%	1,099	1,136
01-257-255-0000-6148	Employer Deduct Contribution-HSA	2,260	2,260
01-257-255-0000-6150	Health Insurance-Employer	9,455	9,308
01-257-255-0000-6152	Life Insurance-Employer	30	102
01-257-255-0000-6154	Long Term Disability-Employer	204	215
01-257-255-0000-6159	PERA	5,683	5,877
01-257-255-0000-6165	Fica-Employer	4,698	4,858
01-257-255-0000-6215	Wireless Telephone Services	700	600
01-257-255-0000-6269	Juvenile Detention	220,000	220,000
01-257-255-0000-6330	Mileage	50	50
01-257-255-0000-6335	Gas/Vehicle Fuel Charges	650	600
01-257-257-0000-6101	Salaries-Full Time	393,171	356,090
01-257-257-0000-6124	Medicare-Employer 1.45%	5,701	5,163
01-257-257-0000-6148	Employer Deduct Contribution-HSA	16,560	14,300
01-257-257-0000-6150	Health Insurance-Employer	86,558	72,396
01-257-257-0000-6152	Life Insurance-Employer	468	510
01-257-257-0000-6154	Long Term Disability-Employer	1,081	979
01-257-257-0000-6159	PERA	29,488	26,707
01-257-257-0000-6165	Fica-Employer	24,377	22,078
01-257-257-0000-6215	Wireless Telephone Services	2,700	2,750
01-257-257-0000-6330	Mileage	500	300
01-257-257-0000-6335	Gas/Vehicle Fuel Charges	1,000	800
01-257-258-0000-5333	Drug Court Grant	61,000 -	65,800 -
01-257-258-0000-6101	Salaries-Full Time	75,026	79,080
01-257-258-0000-6124	Medicare-Employer 1.45%	1,087	1,147
01-257-258-0000-6148	Employer Deduct Contribution-HSA	2,260	2,260
01-257-258-0000-6150	Health Insurance-Employer	9,455	9,308
01-257-258-0000-6152	Life Insurance-Employer	30	102
01-257-258-0000-6154	Long Term Disability-Employer	206	217
01-257-258-0000-6159	PERA	5,627	5,931

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-257-258-0000-6165	Fica-Employer		4,652	4,903
01-257-258-0000-6190	Gym Membership		0	80
01-257-258-0000-6215	Wireless Telephone Services		700	600
01-257-258-0000-6335	Gas/Vehicle Fuel Charges		1,000	1,000
01-257-258-0000-6342	Equipment Rental/Contracts-Home Mo		4,000	4,000
01-257-267-0000-5333	Sex Offender Polygraph Grant Reimb.		500 -	500 -
01-257-267-0000-5555	Medical Test		100 -	100 -
01-257-267-0000-5557	Electronic Monitoring		60,000 -	50,000 -
01-257-267-0000-5559	Program Fees		2,100 -	2,100 -
01-257-267-0000-6230	Printing, Publishing & Advertising		400	400
01-257-267-0000-6260	Professional Consulting		2,100	2,100
01-257-267-0000-6274	Drug Testing Fee		5,000	5,000
01-257-267-0000-6285	Polygraph Services		500	500
01-257-267-0000-6342	Office Equipment Rental/Contracts		35,000	35,000
DEPT 257	Community Corrections	**Revenue**	**991,634 -**	**986,434 -**
		Expend.	**1,212,524**	**1,234,487**
		Net	**220,890**	**248,053**
280 DEPT	Emergency Management			
01-280-000-0000-5390	Emergency Service State Grant		19,276 -	19,276 -
01-280-000-0000-6101	Salaries-Full Time		36,897	46,349
01-280-000-0000-6124	Medicare-Employer 1.45%		535	543
01-280-000-0000-6148	Employer Deduct Contribution-HSA		1,130	1,130
01-280-000-0000-6150	Health Insurance-Employer		4,728	5,200
01-280-000-0000-6152	Life Insurance-Employer		51	51
01-280-000-0000-6154	Long Term Disability-Employer		101	107
01-280-000-0000-6159	PERA 14.4%		3,228	3,693
01-280-000-0000-6165	Fica-Employer 6.20%		2,287	2,429
01-280-000-0000-6171	Workers Compensation		0	720
01-280-000-0000-6240	Membership/Dues/Association Fees		500	500
01-280-000-0000-6330	Transportation/Travel/Parking		400	400
01-280-000-0000-6352	Insurance		382	385
01-280-000-0000-6360	Services, Labor, Contracts		500	500
01-280-000-0000-6405	Office Supplies		500	500
01-280-000-0000-6460	Deputy Supplies		3,100	3,000
01-280-003-0000-6241	Registration Fee		500	500
01-280-003-0000-6330	Transportation/Travel/Parking		0	500

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-280-003-0000-6332	Hotel / Motel Lodging		1,000	1,000
01-280-003-0000-6339	Meals (Overnight)		300	300
DEPT 280	Emergency Management	**Revenue**	**19,276 -**	**19,276 -**
		Expend.	**56,139**	**67,807**
		Net	**36,863**	**48,531**
391 DEPT	Solid Waste			
01-391-000-0000-5001	Property Taxes - Current		337,910 -	358,611 -
01-391-000-0000-5137	Solid Waste License		1,100 -	1,000 -
01-391-000-0000-5545	Household Hazardous Waste		3,000 -	3,000 -
01-391-000-0000-5840	Misc Receipts		2,000 -	1,800 -
01-391-000-0000-5947	Planned Use of Fund Balance		45,000 -	45,000 -
01-391-000-0000-6101	Salaries-Full Time		126,568	144,823
01-391-000-0000-6108	Meals Reimbursed (Taxable)		100	0
01-391-000-0000-6109	Overtime-Salaries		500	0
01-391-000-0000-6124	Medicare-Employer 1.45%		1,835	2,100
01-391-000-0000-6148	Employer Deduct Contribution-HSA		3,260	4,660
01-391-000-0000-6150	Health Insurance-Employer		20,388	20,194
01-391-000-0000-6152	Life Insurance-Employer		117	153
01-391-000-0000-6154	Long Term Disability-Employer		348	367
01-391-000-0000-6159	PERA 7.50%		9,493	10,005
01-391-000-0000-6165	Fica-Employer 6.20%		7,847	8,979
01-391-000-0000-6169	MNDCP IN LIEU OF HEALTH INS		1,400	805
01-391-000-0000-6171	Workers Compensation		1,153	1,268
01-391-000-0000-6205	Postage		800	800
01-391-000-0000-6220	Telephone		700	750
01-391-000-0000-6230	Printing, Publishing & Adv		4,000	4,000
01-391-000-0000-6240	Membership/Dues/Association Fees		600	600
01-391-000-0000-6241	Registration Fee		1,000	1,000
01-391-000-0000-6268	Staff Training, Development		1,000	1,200
01-391-000-0000-6302	Vehicle Maintenance		500	500
01-391-000-0000-6330	Transportation/Travel/Parking		250	150
01-391-000-0000-6332	Hotel / Motel Lodging		1,200	1,200
01-391-000-0000-6335	Gas/Vehicle Fuel Charges		1,000	800
01-391-000-0000-6339	Meals (Overnight)		100	100
01-391-000-0000-6352	Insurance		2,126	2,232
01-391-000-0000-6360	Services, Labor, Contracts		20,000	20,000

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Aitkin County

USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-391-000-0000-6374	Auto & Trailer License		25	25
01-391-000-0000-6405	Office, Film, & Field Supplies		2,500	2,500
01-391-000-0000-6605	Building & Structure Related Expenditu		45,000	45,000
01-391-000-0000-6800	Miscellaneous(Promotional)		1,200	1,200
01-391-036-0000-6431	EED Expenses/Supplies		1,000	1,000
01-391-060-0000-5392	Score State Grant		72,000 -	72,000 -
01-391-060-0000-6360	Recycling Contract		205,000	205,000
DEPT 391	Solid Waste	**Revenue**	**461,010 -**	**481,411 -**
		Expend.	**461,010**	**481,411**
		Net	**0**	**0**
392 DEPT	Water Wells			
01-392-000-0000-5546	Drinking Water Test Fees		10,000 -	10,000 -
01-392-000-0000-6102	Salaries-Part Time		2,000	2,000
01-392-000-0000-6360	Services, Labor, Contracts		2,000	2,000
01-392-000-0000-6405	Office, Film, & Field Supplies		3,000	3,000
DEPT 392	Water Wells	**Revenue**	**10,000 -**	**10,000 -**
		Expend.	**7,000**	**7,000**
		Net	**3,000 -**	**3,000 -**
500 DEPT	Library And Historical Society			
01-500-500-0000-6801	Library Appropriations		251,450	287,538
01-500-501-0000-6171	Workers Compensation		50	50
01-500-501-0000-6352	Historical Society Insurance		5,435	5,978
01-500-501-0000-6801	Historical Society Appropriations		25,000	26,250
01-500-502-0000-6848	CARE Appropriation		37,900	75,800
DEPT 500	Library And Historical Society	**Revenue**	**0**	**0**
		Expend.	**319,835**	**395,616**
		Net	**319,835**	**395,616**
600 DEPT	Ag Society, Soil & Water, Ag Inspect			
01-600-550-0000-6171	Workers Compensation		50	55
01-600-550-0000-6352	Ag Society Insurance		9,278	10,206
01-600-550-0000-6801	Ag Society Appropriations		14,000	14,000
01-600-550-0000-6843	Ag Society Capital Improvements		10,000	10,000
01-600-552-0000-6800	Soil & Water County LCWP Appropriat		7,700	7,700
01-600-552-0000-6801	Soil & Water Appropriations		68,849	68,849
01-600-552-0000-6847	Mississippi Headwaters Board		1,500	1,500
01-600-553-0000-6271	Ag Inspector Contracts & Services		5,000	5,000

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
DEPT 600	Ag Society, Soil & Water, Ag Inspect	**Revenue**	**0**	**0**
		Expend.	**116,377**	**117,310**
		Net	**116,377**	**117,310**
601 DEPT	Extension			
01-601-000-0000-6205	Postage		600	600
01-601-000-0000-6220	Telephone		50	50
01-601-000-0000-6230	Printing, Publishing & Advertising		100	100
01-601-000-0000-6262	Univ Of Minn Contracts		84,292	105,392
01-601-000-0000-6278	Advisory Board/Committee Per Diem		850	850
01-601-000-0000-6379	Extension Committee Expense(Not Pe		700	850
01-601-000-0000-6405	Office Supplies		2,000	2,000
DEPT 601	Extension	**Revenue**	**0**	**0**
		Expend.	**88,592**	**109,842**
		Net	**88,592**	**109,842**
700 DEPT	Promotion,Airport,Tourism, Misc.			
01-700-903-0000-6800	Aitkin Airport Appropriations		30,000	60,000
01-700-903-0000-6801	Mcgregor Airport Appropriations		15,600	15,600
01-700-909-0000-6230	Tourism Printing, Publishing & Adv		2,400	2,400
01-700-909-0000-6801	Appropriations-Grant		10,000	10,000
DEPT 700	Promotion,Airport,Tourism, Misc.	**Revenue**	**0**	**0**
		Expend.	**58,000**	**88,000**
		Net	**58,000**	**88,000**
711 DEPT	Economic Development			
01-711-000-0000-6101	Salaries-Full Time		78,708	82,643
01-711-000-0000-6124	Medicare-Employer 1.45%		1,141	1,198
01-711-000-0000-6148	Employer Deduct Contribution-HSA		3,260	3,260
01-711-000-0000-6150	Health Insurance-Employer		20,388	20,060
01-711-000-0000-6152	Life Insurance-Employer		102	102
01-711-000-0000-6154	Long Term Disability-Employer		216	227
01-711-000-0000-6159	PERA		5,903	6,198
01-711-000-0000-6165	Fica-Employer 6.20%		4,880	5,124
01-711-000-0000-6171	Workers Compensation		148	163
01-711-000-0000-6205	Postage		25	25
01-711-000-0000-6220	Telephone		689	728
01-711-000-0000-6230	Printing, Publishing & Adv		8,000	8,000
01-711-000-0000-6240	Membership/Dues/Association Fees		1,535	2,993

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
01-711-000-0000-6241	Registration Fee		500	0
01-711-000-0000-6268	Staff Training, Development		0	2,600
01-711-000-0000-6330	Transportation/Travel/Parking (Own Au		100	0
01-711-000-0000-6332	Hotel / Motel Lodging		475	500
01-711-000-0000-6335	Gas/Vehicle Fuel Charges		300	900
01-711-000-0000-6339	Meals (Overnight)		200	0
01-711-000-0000-6352	Insurance		359	377
01-711-000-0000-6405	Office Supplies		50	50
DEPT 711	Economic Development	**Revenue**	**0**	**0**
		Expend.	**126,979**	**135,148**
		Net	**126,979**	**135,148**
FUND 01	General Fund	**Revenue**	**18,249,736 -**	**18,591,680 -**
		Expend.	**18,426,360**	**18,670,750**
		Net	**176,624**	**79,070**

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Aitkin County

USER-SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
000 DEPT Undesignated			
03-000-000-0000-5001	All Current/Delinquent Taxes	1,836,978 -	1,947,040 -
03-000-000-0000-5227	Twp Road Allotment Gas Tax	514,000 -	538,000 -
03-000-000-0000-5231	State Aid - Town Bridge	40,000 -	75,000 -
03-000-000-0000-5233	State Aid - Regular Construction	100,000 -	200,000 -
03-000-000-0000-5235	State Aid - Regular Maintenance	2,604,000 -	2,698,000 -
03-000-000-0000-5236	State Aid - Municipal Maintenance	120,000 -	120,000 -
03-000-000-0000-5330	State Grants-Disaster Funds	141,750 -	26,750 -
03-000-000-0000-5425	Federal Grants-FEMA	80,250 -	88,550 -
03-000-000-0000-5505	Culverts	5,000 -	6,000 -
03-000-000-0000-5517	Charges-Individuals	20,000 -	20,000 -
03-000-000-0000-5526	Charges-Townships	610,000 -	708,000 -
03-000-000-0000-5840	Misc Receipts	115,000 -	85,000 -
03-000-000-0000-5910	Transfer in From Other Funds	100,000 -	0
03-000-000-0000-5920	Sales of Capital Assets/Auction Proce	10,000 -	5,000 -
03-000-000-0000-5948	County Ditch/County Development Funds	20,000 -	0
03-000-000-0000-5970	Payroll Contingency/Mkt Adjustments	27,554 -	0
DEPT 000 Undesignated	**Revenue**	**6,344,532 -**	**6,517,340 -**
	Expend.	**0**	**0**
	Net	**6,344,532 -**	**6,517,340 -**
301 DEPT R&B Administration			
03-301-000-0000-6101	Salaries-Full Time	447,625	466,567
03-301-000-0000-6108	Meals Reimbursed (Taxable)	100	100
03-301-000-0000-6109	Overtime-Salaries	200	200
03-301-000-0000-6124	Medicare-Employer 1.45%	6,490	6,765
03-301-000-0000-6148	Employer Deduct Contribution-HSA	11,040	11,040
03-301-000-0000-6150	Health Insurance-Employer	51,392	54,463
03-301-000-0000-6152	Life Insurance-Employer	336	336
03-301-000-0000-6154	Long Term Disability-Employer	1,132	1,181
03-301-000-0000-6159	PERA 7.50%	30,878	32,223
03-301-000-0000-6165	Fica-Employer 6.20%	27,753	28,927
03-301-000-0000-6171	Workers Compensation	4,045	4,450
03-301-000-0000-6190	Gym Membership	0	100
03-301-000-0000-6205	Postage	500	500
03-301-000-0000-6220	Telephone	1,000	0
03-301-000-0000-6230	Printing, Publishing & Advertising	200	0

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Aitkin County

USER-SELECTED BUDGET REPORT

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
03-301-000-0000-6240	Membership/Dues/Association Fees		3,200	3,200
03-301-000-0000-6241	Meeting/Conference Registration Fee		2,000	2,500
03-301-000-0000-6266	Data Processing/Computer Services		0	2,000
03-301-000-0000-6268	Staff Training, Development		100	0
03-301-000-0000-6300	Maintenance/Service Contracts		12,000	12,000
03-301-000-0000-6330	Highway Travel		500	500
03-301-000-0000-6332	Hotel/Motel Lodging		1,000	800
03-301-000-0000-6339	Meals (Overnight)		200	200
03-301-000-0000-6342	Office Equipment Rental/Contracts		3,500	3,500
03-301-000-0000-6352	Insurance		58,771	60,350
03-301-000-0000-6360	Services, Labor, Contracts		0	500
03-301-000-0000-6405	Office Supplies		8,000	6,500
03-301-000-0000-6422	Janitorial Services/Supplies		500	500
03-301-000-0000-6500	R&B Supplies and Materials		500	0
DEPT 301	R&B Administration	**Revenue**	**0**	**0**
		Expend.	**672,962**	**699,402**
		Net	**672,962**	**699,402**
302 DEPT	R&B Engineering/Construction			
03-302-000-0000-6101	Salaries-Full Time		447,673	462,003
03-302-000-0000-6109	Overtime-Salaries		45,553	45,706
03-302-000-0000-6124	Medicare-Employer 1.45%		7,152	7,363
03-302-000-0000-6148	Employer Deduct Contribution-HSA		2,260	2,260
03-302-000-0000-6150	Health Insurance-Employer		78,570	95,607
03-302-000-0000-6152	Life Insurance-Employer		468	540
03-302-000-0000-6154	Long Term Disability-Employer		1,204	1,243
03-302-000-0000-6159	PERA 7.50%		36,242	37,328
03-302-000-0000-6165	Fica-Employer 6.20%		30,579	31,478
03-302-000-0000-6171	Workers Compensation		5,784	6,360
03-302-000-0000-6181	Safety Footwear Allowance		975	1,000
03-302-000-0000-6241	Registration Fee		2,000	2,000
03-302-000-0000-6268	Staff Training, Development		200	500
03-302-000-0000-6300	Maintenance/Service Contracts		7,000	7,000
03-302-000-0000-6330	Transportation/Travel/Parking		150	500
03-302-000-0000-6332	Hotel/Motel Lodging		1,000	1,000
03-302-000-0000-6339	Meals (Overnight)		150	500
03-302-000-0000-6550	R & B Engineer Supplies		8,000	7,000

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Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
DEPT 302	**R&B Engineering/Construction**	**Revenue**	**0**	**0**
		Expend.	**674,960**	**709,388**
		Net	**674,960**	**709,388**
303 DEPT	R&B Highway Maintenance			
03-303-000-0000-6101	Salaries-Full Time		1,342,228	1,359,349
03-303-000-0000-6108	Meals Reimbursed (Taxable)		0	100
03-303-000-0000-6109	Overtime-Salaries		75,325	90,852
03-303-000-0000-6124	Medicare-Employer 1.45%		20,554	21,031
03-303-000-0000-6148	Employer Deduct Contribution-HSA		4,520	4,520
03-303-000-0000-6150	Health Insurance-Employer		269,460	297,162
03-303-000-0000-6152	Life Insurance-Employer		1,536	1,392
03-303-000-0000-6154	Long Term Disability-Employer		3,582	3,617
03-303-000-0000-6159	PERA 7.50%		103,328	105,458
03-303-000-0000-6165	Fica-Employer 6.20%		87,888	89,911
03-303-000-0000-6171	Workers Compensation		37,333	41,070
03-303-000-0000-6172	Unemployment Compensation		2,500	2,500
03-303-000-0000-6181	Safety Footwear Allowance		3,510	3,600
03-303-000-0000-6190	Gym Membership		50	100
03-303-000-0000-6199	Employee Recognition		400	200
03-303-000-0000-6220	Telephone		11,000	15,000
03-303-000-0000-6241	Registration Fee		1,000	1,000
03-303-000-0000-6254	Utilities-Gas and Electric		60,000	52,000
03-303-000-0000-6255	Garbage		0	3,000
03-303-000-0000-6268	Staff Training, Development		1,450	1,000
03-303-000-0000-6352	Insurance		11,846	12,440
03-303-000-0000-6360	Services, Labor, Contracts		141,000	158,000
03-303-000-0000-6417	Shop/Building Maintenance		80,000	80,000
03-303-000-0000-6423	Fuel for Buildings		40,000	35,000
03-303-000-0000-6514	Pavement Striping		94,800	92,818
03-303-000-0000-6515	Culverts		165,000	120,000
03-303-000-0000-6516	Signs & Posts		40,000	25,000
03-303-000-0000-6517	Asphalt,Crackfiller,Tack Oil,Etc		55,000	60,000
03-303-000-0000-6518	De-Icing Salt		170,000	151,000
03-303-000-0000-6519	Gravel & Royalties		260,000	223,000
03-303-000-0000-6520	Calcium Chloride Dust Control		745,000	846,230
03-303-000-0000-6521	Maintenance Supplies		10,500	35,000

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Aitkin County

USER-SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
03-303-000-0000-6524	Winter Sand		0	30,000
03-303-000-0000-6570	Motor Fuel & Lubricants		310,800	273,200
03-303-000-0000-6590	Repair & Maintenance Supplies		300,000	300,000
03-303-000-0000-6825	Maintenance Agreements		33,000	36,000
03-303-000-0000-6830	Twp Road Allotment Gas Tax		514,000	538,000
DEPT 303	R&B Highway Maintenance	**Revenue**	**0**	**0**
		Expend.	**4,996,610**	**5,108,550**
		Net	**4,996,610**	**5,108,550**
307 DEPT	R&B Capital Infrastructure			
03-307-000-0000-5001	Taxes, Aids, Etc.		700,000 -	725,000 -
03-307-000-0000-5230	State Parks Aid		0	500,000 -
03-307-000-0000-5231	State Aid - Town Bridge		235,000 -	293,120 -
03-307-000-0000-5232	County Bridge Bonding		194,000 -	1,003,000 -
03-307-000-0000-5233	State Aid - Regular Construction		1,548,100 -	2,457,600 -
03-307-000-0000-5410	Federal Grants		3,473,500 -	5,000 -
03-307-000-0000-5526	Township/City/Private Funds		177,000 -	30,000 -
03-307-000-0000-5947	Planned Use of Fund Balance		0	793,240 -
03-307-000-0000-5948	County Ditch/County Development Funds		0	150,000 -
03-307-000-0000-6230	Printing, Publishing & Adv		900	960
03-307-000-0000-6262	Contract Payments		5,721,000	5,656,000
03-307-000-0000-6269	Professional Services		125,000	100,000
03-307-000-0000-6311	Transfer from Fund Balance		480,700	0
03-307-000-0000-6362	Right Of Way		0	200,000
DEPT 307	R&B Capital Infrastructure	**Revenue**	**6,327,600 -**	**5,956,960 -**
		Expend.	**6,327,600**	**5,956,960**
		Net	**0**	**0**
308 DEPT	R&B Equipment & Facilities			
03-308-000-0000-5001	Taxes, Aids, Etc.		601,000 -	584,700 -
03-308-000-0000-6605	Building & Structure Related Expenditu		50,000	100,000
03-308-000-0000-6610	Equipment		551,000	484,700
DEPT 308	R&B Equipment & Facilities	**Revenue**	**601,000 -**	**584,700 -**
		Expend.	**601,000**	**584,700**
		Net	**0**	**0**
FUND 03	Road & Bridge	**Revenue**	**13,273,132 -**	**13,059,000 -**
		Expend.	**13,273,132**	**13,059,000**
		Net	**0**	**0**

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Aitkin County

USER-SELECTED BUDGET REPORT

04 FUND Unorganized Townships

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
421 DEPT	Unorganized Road & Bridge			
04-421-000-0000-5001	Property Taxes - Current		46,000 -	46,000 -
04-421-000-0000-6801	Appropriations		46,000	46,000
DEPT 421	Unorganized Road & Bridge	**Revenue**	**46,000 -**	**46,000 -**
		Expend.	**46,000**	**46,000**
		Net	**0**	**0**
422 DEPT	Unorganized Fire			
04-422-000-0000-5001	Property Taxes - Current		37,850 -	0
04-422-000-0000-6801	Appropriations		37,850	0
DEPT 422	Unorganized Fire	**Revenue**	**37,850 -**	**0**
		Expend.	**37,850**	**0**
		Net	**0**	**0**
423 DEPT	Unorganized Cemetary			
04-423-000-0000-5001	Property Taxes - Current		2,700 -	2,700 -
04-423-000-0000-6801	Appropriations		2,700	2,700
DEPT 423	Unorganized Cemetary	**Revenue**	**2,700 -**	**2,700 -**
		Expend.	**2,700**	**2,700**
		Net	**0**	**0**
FUND 04	Unorganized Townships	**Revenue**	**86,550 -**	**48,700 -**
		Expend.	**86,550**	**48,700**
		Net	**0**	**0**

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Aitkin County

USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
000 DEPT Undesignated				
05-000-000-0000-5970	Payroll - Contingency Funds		92,612 -	60,000 -
DEPT 000 Undesignated		**Revenue**	**92,612 -**	**60,000 -**
		Expend.	**0**	**0**
		Net	**92,612 -**	**60,000 -**
400 DEPT Public Health Department				
05-400-000-0000-5001	All Current/Delinquent Taxes		456,650 -	583,998 -
05-400-000-0000-5205	In-Lieus and Aids		4,000 -	4,000 -
05-400-400-0402-5315	Response Sustainability Grant (RSG)		0	43,733 -
05-400-400-0402-5321	MIIC Grant		876 -	876 -
05-400-400-0402-5410	COVID-19 Vaccine Grant		30,000 -	20,000 -
05-400-400-0402-5421	EHDI.BD Grant		375 -	375 -
05-400-400-0402-5422	Public Health Emergency Prepare-Fed		32,395 -	19,440 -
05-400-400-0402-5500	Blood Lead and Other Misc. Reimburse		0	88,350 -
05-400-400-0402-5501	PH Immunizations		1,250 -	0
05-400-400-0402-5502	Flu Shots/Pneumvax Fees		35,000 -	0
05-400-400-0402-5503	Hepatitis B Fees		1,000 -	0
05-400-400-0402-5832	Misc Immun/Dp&C/Ep/Pan Flu		1,000 -	0
05-400-400-0402-6205	Postage		50	25
05-400-400-0402-6220	Telephone		460	460
05-400-400-0402-6241	Meeting/Conference Registration Fee		250	350
05-400-400-0402-6266	Software Fees/License Fees		50	100
05-400-400-0402-6268	Staff Training, Development		300	300
05-400-400-0402-6330	Mileage/Parking		250	250
05-400-400-0402-6332	Hotel/Lodging		150	150
05-400-400-0402-6335	Gas/Vehicle Fuel Charges		125	200
05-400-400-0402-6339	Meals (Overnight)		0	25
05-400-400-0402-6342	Office Equipment Rental/Contracts		0	125
05-400-400-0402-6360	Services, Labor, Contracts		0	3,000
05-400-400-0402-6405	Office Supplies		3,000	0
05-400-400-0402-6430	DP & C - Medical Supplies		3,000	1,000
05-400-400-0402-6432	Vaccine Cost		30,000	80,000
05-400-400-0402-6435	Public Health Program Related Supplies		550	550
05-400-410-0413-5422	Wic Federal Grant		100,000 -	95,000 -
05-400-410-0413-6205	Postage		300	250
05-400-410-0413-6220	Telephone		1,600	1,600

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-400-410-0413-6241	Meeting/Conference Registration Fee	100	100
05-400-410-0413-6330	Mileage/Parking	200	100
05-400-410-0413-6332	Hotel/Lodging	150	0
05-400-410-0413-6335	Gas/Vehicle Fuel Charges	250	250
05-400-410-0413-6342	WIC Space Rentals	360	360
05-400-410-0413-6360	Services, Labor, Contracts	25	0
05-400-410-0413-6405	Office Supplies	150	100
05-400-410-0413-6430	WIC - Medical Supplies	520	500
05-400-410-0413-6435	Public Health Program Related Supplies	550	500
05-400-410-0413-6485	Computer/Technology Supplies	200	0
05-400-420-0000-5423	Federal Grant	0	10,000 -
05-400-420-4800-6360	Services, Labor, Contracts	0	200
05-400-430-0403-5328	C & Tc State Share	12,162 -	12,162 -
05-400-430-0403-5422	C & Tc Federal Share	12,163 -	12,163 -
05-400-430-0403-6205	Postage	1,350	1,250
05-400-430-0403-6435	Public Health Program Related Supplies	350	250
05-400-430-0407-6262	Family Planning Services/Methods	250	100
05-400-430-0408-5322	State Grants - MECSH	28,000 -	0
05-400-430-0408-5421	Federal Grants - TANF	34,139 -	34,139 -
05-400-430-0408-5422	Federal Grants - MCH	23,328 -	23,328 -
05-400-430-0408-5423	Federal Grants - WIC Peer Breastfeed	5,000 -	5,599 -
05-400-430-0408-5425	Federal Grants - Follow a Long (FAP)	2,100 -	2,100 -
05-400-430-0408-5500	Third Party Reimbursement	20,000 -	20,000 -
05-400-430-0408-6205	Postage	750	750
05-400-430-0408-6220	Telephone	600	600
05-400-430-0408-6240	Membership/Dues/Association Fees	250	0
05-400-430-0408-6241	Meeting/Conference Registration Fee	50	50
05-400-430-0408-6268	Staff Training, Development	50	50
05-400-430-0408-6330	Mileage/Parking	750	750
05-400-430-0408-6335	Gas/Vehicle Fuel Charges	350	350
05-400-430-0408-6360	Services, Labor, Contracts	1,500	1,750
05-400-430-0408-6431	Educational Supplies/Follow A Long Bo	500	500
05-400-430-0408-6435	Public Health Program Related Supplies	2,000	2,250
05-400-440-0410-5325	MA*STLTSS*LCTS	14,000 -	10,000 -
05-400-440-0410-5425	MA*FELTSS*LCTS	16,500 -	12,000 -
05-400-440-0410-5832	Misc. Revenue	56,650 -	0
05-400-440-0410-6101	Allocated Admin Salaries	135,237	137,510

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-400-440-0410-6108	Meals Reimbursed (Taxable)	25	25
05-400-440-0410-6124	Medicare Employer	1,961	1,994
05-400-440-0410-6148	Employer Deduct Contribution-HSA	5,419	4,865
05-400-440-0410-6150	Health Insurance Employer	28,406	24,371
05-400-440-0410-6152	Life Insurance Employer	178	165
05-400-440-0410-6154	Long Term Disability Employer	328	334
05-400-440-0410-6157	Retiree Health	799	799
05-400-440-0410-6159	Pera Employer	10,143	10,313
05-400-440-0410-6165	Fica Employer	8,385	8,526
05-400-440-0410-6171	Workers Compensation	4,726	5,000
05-400-440-0410-6190	Gym Membership	0	50
05-400-440-0410-6205	Postage	750	600
05-400-440-0410-6220	Telephone	3,200	3,200
05-400-440-0410-6240	Membership/Dues/Association Fees	2,000	2,100
05-400-440-0410-6241	Meeting/Conference Registration Fee	500	400
05-400-440-0410-6254	Utilities-Gas and Electric	5,500	5,500
05-400-440-0410-6266	Software Fees/License Fees	4,000	5,000
05-400-440-0410-6268	Staff Training, Development	150	200
05-400-440-0410-6278	H & HS Advisory Committee	735	735
05-400-440-0410-6300	Maintenance/Service Contracts	11,500	10,000
05-400-440-0410-6330	Mileage/Parking	300	300
05-400-440-0410-6332	Hotel/Lodging	1,000	750
05-400-440-0410-6333	Allocated Admin Mileage/Motorpool	7,500	6,000
05-400-440-0410-6335	Gas/Vehicle Fuel Charges	100	100
05-400-440-0410-6339	Meals (Overnight)	75	75
05-400-440-0410-6342	Office Equipment Rental/Contracts	5,000	5,000
05-400-440-0410-6352	Insurance-Vehicles/Equipment/Liability	3,218	3,500
05-400-440-0410-6360	Services, Labor, Contracts	3,800	3,800
05-400-440-0410-6405	Office Supplies	3,000	3,000
05-400-440-0410-6422	Janitorial Supplies	1,000	1,000
05-400-440-0410-6435	Public Health Program Related Supplies	750	200
05-400-440-0410-6480	Small Furniture/Equipment	1,750	1,500
05-400-440-0410-6485	Computer/Technology Supplies	4,000	4,890
05-400-440-0410-6605	Building & Structure Related Expenditu	17,080	17,080
05-400-440-0411-6101	PH Salaries	481,287	507,933
05-400-440-0411-6108	Meals Reimbursed (Taxable)	50	25
05-400-440-0411-6124	Medicare Employer	6,979	7,365

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-400-440-0411-6148	Employer Deduct Contribution-HSA	18,560	18,560
05-400-440-0411-6150	Health Insurance Employer	102,482	100,169
05-400-440-0411-6152	Life Insurance Employer	540	540
05-400-440-0411-6154	Long Term Disability Employer	1,179	1,244
05-400-440-0411-6159	Pera Employer	36,097	38,095
05-400-440-0411-6165	Fica Employer	29,840	31,492
05-400-450-0451-5313	Lph Grant	75,116 -	75,116 -
05-400-450-0451-5319	Health Ed State Grants	67,669 -	60,000 -
05-400-450-0451-5832	Misc Health Ed Grants	1,500 -	1,500 -
05-400-450-0451-6205	Postage	5,000	250
05-400-450-0451-6241	Meeting/Conference Registration Fee	450	250
05-400-450-0451-6266	Data Processing/Computer Services	179	179
05-400-450-0451-6268	Staff Training, Development	50	0
05-400-450-0451-6330	Mileage/Parking	300	150
05-400-450-0451-6332	Hotel/Lodging	350	250
05-400-450-0451-6335	Gas/Vehicle Fuel Charges	250	200
05-400-450-0451-6339	Meals (Overnight)	100	50
05-400-450-0451-6342	Office Equipment Rental/Contracts	250	250
05-400-450-0451-6360	Services, Labor, Contracts	9,500	15,000
05-400-450-0451-6405	Office Supplies	250	250
05-400-450-0451-6435	Public Health Program Related Supplies	9,000	9,000
DEPT 400	Public Health Department **Revenue**	**1,030,873 -**	**1,133,879 -**
	Expend.	**1,026,548**	**1,099,279**
	Net	**4,325 -**	**34,600 -**
420 DEPT	Income Maintenance		
05-420-000-0000-5001	All Current/Delinquent Taxes	1,076,390 -	1,376,567 -
05-420-600-0000-5205	In-Lieus and Aids	8,500 -	8,500 -
05-420-600-0000-5320	Periodic Data Match	6,884 -	6,884 -
05-420-600-0000-5321	State Grants-Admin	46,600 -	2,000 -
05-420-600-0000-5421	TANF Income Maintenance Admin	39,000 -	49,000 -
05-420-600-0000-5422	Title IV-E Income Maintenance Admin	5,000 -	5,000 -
05-420-600-0000-5423	SCHIP MN Care Direct	500 -	750 -
05-420-600-0000-5832	Misc Recoveries	13,000 -	13,000 -
05-420-600-4800-6101	Allocated Admin Salaries	258,638	254,714
05-420-600-4800-6108	Meals Reimbursed (Taxable)	50	50
05-420-600-4800-6124	Medicare Employer	3,750	3,693

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Aitkin County

USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-420-600-4800-6148	Employer Deduct Contribution-HSA	11,719	10,065
05-420-600-4800-6150	Health Insurance Employer	55,983	44,588
05-420-600-4800-6152	Life Insurance Employer	390	348
05-420-600-4800-6154	Long Term Disability Employer	625	616
05-420-600-4800-6157	Retiree Health	2,089	2,089
05-420-600-4800-6159	Pera Employer	19,398	19,104
05-420-600-4800-6165	Fica Employer	16,036	15,792
05-420-600-4800-6171	Workers Compensation	1,846	2,000
05-420-600-4800-6190	Gym Membership	0	50
05-420-600-4800-6205	Postage	8,250	9,000
05-420-600-4800-6220	Telephone	5,000	5,100
05-420-600-4800-6240	Membership/Dues/Association Fees	1,000	1,000
05-420-600-4800-6241	Meeting/Conference Registration Fee	1,000	1,000
05-420-600-4800-6254	Utilities-Gas and Electric	13,000	13,000
05-420-600-4800-6266	Software Fees/License Fees	40,000	50,000
05-420-600-4800-6268	Staff Training, Development	150	150
05-420-600-4800-6278	H & HS Advisory Committee	1,733	1,750
05-420-600-4800-6300	Maintenance/Service Contracts	6,000	6,000
05-420-600-4800-6330	Mileage/Parking	50	50
05-420-600-4800-6332	Hotel/Lodging	2,500	1,500
05-420-600-4800-6333	Allocated Admin Mileage/Motorpool	3,000	1,250
05-420-600-4800-6335	Gas/Vehicle Fuel Charges	350	250
05-420-600-4800-6339	Meals (Overnight)	400	200
05-420-600-4800-6342	Office Equipment Rental/Contracts	3,000	3,250
05-420-600-4800-6360	Services, Labor, Contracts	8,750	8,750
05-420-600-4800-6405	Office Supplies	4,250	4,250
05-420-600-4800-6422	Janitorial Supplies	2,000	2,000
05-420-600-4800-6480	Small Furniture/Equipment	2,000	1,500
05-420-600-4800-6485	Computer/Technology Supplies	9,645	14,490
05-420-600-4800-6605	Building & Structure Related Expenditu	40,260	40,260
05-420-600-4820-6101	IM RMS Salaries	627,022	735,726
05-420-600-4820-6108	Meals Reimbursed (Taxable)	50	0
05-420-600-4820-6109	Salaries Overtime	1,000	1,000
05-420-600-4820-6124	Medicare Employer	9,106	10,683
05-420-600-4820-6148	Employer Deduct Contribution-HSA	33,740	37,460
05-420-600-4820-6150	Health Insurance Employer	133,817	168,937
05-420-600-4820-6152	Life Insurance Employer	1,224	1,326

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-420-600-4820-6154	Long Term Disability Employer	1,536	1,803
05-420-600-4820-6159	Pera Employer	47,102	55,254
05-420-600-4820-6165	Fica Employer	38,937	45,677
05-420-600-4820-6190	Gym Membership	0	50
05-420-610-0000-5836	Afdc/Mfip Recoveries-Maxis	3,500 -	4,000 -
05-420-610-4100-6011	County Share-Afdc/Mfip	2,500	3,000
05-420-610-4800-6800	Program Expenses Direct Charge	100	100
05-420-620-0000-5832	Ga Recoveries-Non Maxis	1,000 -	1,000 -
05-420-620-0000-5836	Ga Recoveries - Maxis	1,150 -	1,150 -
05-420-620-4100-6011	County Share - Ga	10,000	10,000
05-420-620-4400-6025	State Share-GAMC	250	250
05-420-620-4400-6026	State Share - GAMC Estate	7,500	10,000
05-420-630-0000-5421	Food Support Direct Admin Aid	150,000 -	165,000 -
05-420-630-0000-5836	Food Support Recoveries-Maxis	3,650 -	4,750 -
05-420-630-4100-6011	County Share-Food Support	3,000	3,000
05-420-630-4800-6800	Other Expenses - Direct Charge	100	0
05-420-640-0000-5328	Child Support Incentives - State	4,500 -	4,500 -
05-420-640-0000-5421	Title IV-D Child Support Admin	274,000 -	300,000 -
05-420-640-0000-5423	Titile IV-D Child Support Incentives	35,000 -	33,000 -
05-420-640-0000-5832	Recoveries Child Support	2,250 -	1,500 -
05-420-640-4800-6205	Postage	1,250	1,250
05-420-640-4800-6220	Telephone	2,000	2,000
05-420-640-4800-6241	Meeting/Conference Registration Fee	750	750
05-420-640-4800-6262	Genetic Tests IV-D	750	600
05-420-640-4800-6263	Contract Legal Services Iv-D	18,500	18,500
05-420-640-4800-6266	Software Fees/License Fees	13,000	15,000
05-420-640-4800-6270	Aitkin Co Sheriff Fees Iv-D	1,300	1,300
05-420-640-4800-6300	Maintenance/Service Contracts	300	350
05-420-640-4800-6330	Mileage/Parking	100	150
05-420-640-4800-6332	Hotel/Lodging	500	500
05-420-640-4800-6333	Allocated Admin Mileage/Motorpool	100	0
05-420-640-4800-6342	Office Equipment Rental/Contracts	1,850	1,750
05-420-640-4800-6360	Services, Labor, Contracts	2,000	1,750
05-420-640-4800-6379	Other Iv-D Charges	2,000	2,000
05-420-640-4800-6405	Office Supplies	850	1,000
05-420-640-4800-6480	Small Furniture/Equipment	1,000	400
05-420-640-4800-6485	Computer/Technology Supplies	10,000	0

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Aitkin County

USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-420-640-4820-6101	CS Salaries	228,568	250,767
05-420-640-4820-6108	Meals Reimbursed (Taxable)	50	0
05-420-640-4820-6124	Medicare Employer	3,314	3,636
05-420-640-4820-6148	Employer Deduct Contribution-HSA	11,040	11,040
05-420-640-4820-6150	Health Insurance Employer	53,744	52,443
05-420-640-4820-6152	Life Insurance Employer	336	336
05-420-640-4820-6154	Long Term Disability Employer	560	614
05-420-640-4820-6159	Pera Employer	17,143	18,808
05-420-640-4820-6165	Fica Employer	14,171	15,548
05-420-640-4820-6169	MNDCP IN LIEU OF HEALTH INS	2,750	0
05-420-650-0000-5322	MA Medical Support State Incentive	9,000 -	9,000 -
05-420-650-0000-5323	State Share-CEHI, Medicare & Access	120,000 -	110,000 -
05-420-650-0000-5421	Medical Assistance Admin Aid	265,000 -	265,000 -
05-420-650-0000-5422	MA Medical Support Fed Incentive	6,145 -	6,145 -
05-420-650-0000-5423	Fed Share - CEHI, Medicare & Access	112,000 -	107,000 -
05-420-650-0000-5828	County Burial Recoveries	4,500 -	4,500 -
05-420-650-0000-5832	MA Recoveries	3,000 -	3,000 -
05-420-650-0000-5836	MA Estate Recoveries	200,000 -	200,000 -
05-420-650-4400-6020	Medicare Premium Reimbursement	33,000	35,000
05-420-650-4400-6022	MA CEHI Reimbursement	190,000	175,000
05-420-650-4400-6025	State/Fed Share - MA Program	40,000	40,000
05-420-650-4400-6026	State/Fed Share - MA Estate	175,000	175,000
05-420-650-4400-6211	Medical Assistance - MTM Admin	8,500	8,500
05-420-650-4402-6210	MA Access-Licensed Foster Parent	1,500	1,750
05-420-650-4800-6800	Program Expenses Direct Charge Ffp	450	450
05-420-650-4800-6810	County Burials	30,000	30,000
05-420-680-0000-5421	Refugee Assistance Admin Aid	250 -	350 -
DEPT 420	Income Maintenance **Revenue**	**2,390,819 -**	**2,681,596 -**
	Expend.	**2,306,222**	**2,468,317**
	Net	**84,597 -**	**213,279 -**
430 DEPT	Social Services		
05-430-000-0000-5001	All Current/Delinquent Taxes	1,724,747 -	2,210,851 -
05-430-000-0000-5202	Out of Home Placement MS 260C.007	41,502 -	41,502 -
05-430-000-0000-5206	Local Homeless Prevention Aid MS 47	23,365 -	23,365 -
05-430-700-0000-5205	In-Lieus and Aids	13,500 -	14,000 -
05-430-700-0000-5322	LTSS * SSTS (S57)	170,000 -	175,000 -

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-430-700-0000-5325	VCAA Block Grant (S53)	216,260 -	216,260 -
05-430-700-0000-5421	MA SSTS Admin (F54)	70,000 -	80,000 -
05-430-700-0000-5422	MA*LTSS*SSTS (F67)	200,000 -	210,000 -
05-430-700-0000-5426	TXX SS Block Grant (F56)	118,340 -	118,340 -
05-430-700-0000-5828	Mh Initiative	45,000 -	97,935 -
05-430-700-0000-5832	Ss Administrative Recoveries	750 -	500 -
05-430-700-4800-6101	Allocated Admin Salaries	276,816	277,497
05-430-700-4800-6108	Meals Reimbursed (Taxable)	75	75
05-430-700-4800-6124	Medicare Employer	4,014	4,024
05-430-700-4800-6148	Employer Deduct Contribution-HSA	13,186	11,135
05-430-700-4800-6150	Health Insurance Employer	60,118	45,329
05-430-700-4800-6152	Life Insurance Employer	448	402
05-430-700-4800-6154	Long Term Disability Employer	665	667
05-430-700-4800-6157	Retiree Health	3,257	3,257
05-430-700-4800-6159	Pera Employer	20,761	20,812
05-430-700-4800-6165	Fica Employer	17,163	17,205
05-430-700-4800-6171	Workers Compensation	3,226	3,500
05-430-700-4800-6190	Gym Membership	0	50
05-430-700-4800-6205	Postage	6,000	6,000
05-430-700-4800-6220	Telephone	18,500	19,500
05-430-700-4800-6240	Membership/Dues/Association Fees	2,000	2,000
05-430-700-4800-6241	Meeting/Conference Registration Fee	4,500	4,500
05-430-700-4800-6254	Utilities-Gas and Electric	18,500	18,500
05-430-700-4800-6266	Software Fees/License Fees	22,000	35,000
05-430-700-4800-6268	Staff Training, Development	1,500	2,500
05-430-700-4800-6278	H & HS Advisory Committee	2,782	2,800
05-430-700-4800-6300	Maintenance/Service Contracts	8,620	8,620
05-430-700-4800-6330	Mileage/Parking	18,500	22,000
05-430-700-4800-6332	Hotel/Lodging	5,250	5,250
05-430-700-4800-6333	Allocated Admin Mileage/Motorpool	30,000	25,000
05-430-700-4800-6335	Gas/Vehicle Fuel Charges	6,000	6,000
05-430-700-4800-6339	Meals (Overnight)	1,000	1,000
05-430-700-4800-6342	Office Equipment Rental/Contracts	5,000	5,250
05-430-700-4800-6352	Insurance-Vehicles/Equipment/Liability	21,704	22,500
05-430-700-4800-6360	Services, Labor, Contracts	26,000	25,000
05-430-700-4800-6405	Office Supplies	7,000	7,000
05-430-700-4800-6422	Janitorial Supplies	3,500	3,000

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-430-700-4800-6480	Small Furniture/Equipment	5,000	3,000
05-430-700-4800-6485	Computer/Technology Supplies	18,945	15,120
05-430-700-4800-6605	Building & Structure Related Expenditu	64,660	64,660
05-430-700-4800-6800	Direct Charge Expenses Non Ffp	5,000	5,000
05-430-700-4800-6802	Mh Init - LAC (402)	150	0
05-430-700-4800-6803	Mh Init - Consumer Support (434)	20,000	35,000
05-430-700-4800-6804	Mh Init - Housing Expense (443)	4,000	4,000
05-430-700-4800-6805	Mh Init - Transportation (416)	5,000	5,000
05-430-700-4800-6810	Mh Init - Flex (418)	6,000	6,000
05-430-700-4810-6101	Non SSTS Salaries	317,836	333,727
05-430-700-4810-6108	Meals Reimbursed (Taxable)	35	50
05-430-700-4810-6124	Medicare Employer	4,609	4,839
05-430-700-4810-6148	Employer Deduct Contribution-HSA	9,856	9,856
05-430-700-4810-6150	Health Insurance Employer	51,017	49,737
05-430-700-4810-6152	Life Insurance Employer	268	340
05-430-700-4810-6154	Long Term Disability Employer	779	818
05-430-700-4810-6159	Pera Employer	23,838	25,030
05-430-700-4810-6165	Fica Employer	19,706	20,691
05-430-700-4810-6190	Gym Membership	0	100
05-430-700-4820-6101	SS Salaries	1,461,435	1,654,962
05-430-700-4820-6108	Meals Reimbursed (Taxable)	500	1,000
05-430-700-4820-6109	Salaries Overtime	5,000	5,000
05-430-700-4820-6124	Medicare Employer	21,263	24,069
05-430-700-4820-6148	Employer Deduct Contribution-HSA	61,960	64,680
05-430-700-4820-6150	Health Insurance Employer	243,734	270,620
05-430-700-4820-6152	Life Insurance Employer	1,956	1,770
05-430-700-4820-6154	Long Term Disability Employer	3,581	4,055
05-430-700-4820-6159	Pera Employer	109,983	124,497
05-430-700-4820-6165	Fica Employer	90,919	102,918
05-430-700-4820-6190	Gym Membership	0	150
05-430-700-4821-6101	HCBS Salaries	226,459	237,466
05-430-700-4821-6108	Meals Reimbursed (Taxable)	25	50
05-430-700-4821-6124	Medicare Employer	3,284	3,443
05-430-700-4821-6148	Employer Deduct Contribution-HSA	7,780	7,780
05-430-700-4821-6150	Health Insurance Employer	39,298	38,756
05-430-700-4821-6152	Life Insurance Employer	306	306
05-430-700-4821-6154	Long Term Disability Employer	555	583

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-430-700-4821-6159	Pera Employer	16,984	17,810
05-430-700-4821-6165	Fica Employer	14,040	14,723
05-430-700-4831-6101	SS On Call	7,800	7,800
05-430-710-0000-5319	Child Protection Allocation (S04)	92,296 -	92,296 -
05-430-710-0000-5322	Northstar Foster Care (S03)	20,000 -	10,000 -
05-430-710-0000-5323	Family Response State Grant (S67)	3,687 -	3,077 -
05-430-710-0000-5324	State Share-CADI/CAC/BI (S01)	13,000 -	16,000 -
05-430-710-0000-5326	Child Protection Opioid Response (S06)	15,000 -	15,000 -
05-430-710-0000-5328	STAY Grant (S06)	350 -	306 -
05-430-710-0000-5330	PSOP Grant Expansion (S05)	4,484 -	5,000 -
05-430-710-0000-5420	Fed-Cadi/Tbi/Ltcc (F06)	13,000 -	16,000 -
05-430-710-0000-5422	Family Group Dis Making (F08)	100 -	0
05-430-710-0000-5423	Title IV-B2 Family Response (F65)	2,356 -	1,965 -
05-430-710-0000-5425	Title IV-B1 Family Response (F65)	4,200 -	3,504 -
05-430-710-0000-5429	IV-E Self Grant (F04)	2,000 -	1,224 -
05-430-710-0000-5430	PSOP - Children's Trust Fund (F09)	2,866 -	2,866 -
05-430-710-0000-5441	IV-E Foster Care (F01)	50,000 -	40,000 -
05-430-710-0000-5442	IV-E SSTS Admin (F02)	30,000 -	35,000 -
05-430-710-0000-5453	CW TCM Revenue (F05)	70,000 -	65,000 -
05-430-710-0000-5482	IV-E Admin LCTS (F07)	9,000 -	7,500 -
05-430-710-0000-5483	MA Admin LCTS (F07)	65,000 -	65,000 -
05-430-710-0000-5832	Admin Foster Care Recoveries (M03)	20,000 -	20,000 -
05-430-710-0000-5833	IV-E Foster Care Recoveries (M03)	3,500 -	2,500 -
05-430-710-3040-6020	Child Protect Assess/Investigation	1,500	1,500
05-430-710-3080-6020	Family Assessment Response	250	200
05-430-710-3160-6020	Transportation Child Serv	500	500
05-430-710-3160-6057	Foster Care-Transportation	2,500	3,000
05-430-710-3180-6020	Health-Related Services	1,000	1,000
05-430-710-3190-6020	Court Related Services & Activities	10,000	11,000
05-430-710-3440-6050	Housing Services-Child	0	3,000
05-430-710-3460-6065	SELF Funds - Adolescent Life Skills	1,750	1,750
05-430-710-3630-6020	Family-Based Life Mgmt Skills Services	50	50
05-430-710-3640-6020	Family Assessment Response Services	500	350
05-430-710-3650-6027	Serv For Concurrent Perm Plan	1,250	1,250
05-430-710-3660-6020	Family Group Decision Making	500	0
05-430-710-3670-6020	PSOP - Parent Support Outreach Serv	750	750
05-430-710-3750-6057	Northstar Kinship Assistance	500	1,500

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Aitkin County

USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-430-710-3780-6057	Northstar Adoption Assistance	500	1,500
05-430-710-3810-6057	Family Foster Care	300,000	300,000
05-430-710-3830-6057	Children's Group Residential Care	30,000	30,000
05-430-710-3850-6057	Correctional Facilities	30,000	50,000
05-430-710-3880-6057	Supervised Independent Living	10,000	15,000
05-430-710-3890-6057	Respite Care-Foster Care	1,500	2,500
05-430-710-3930-6020	General Case Management	250	250
05-430-710-3960-6050	Adoptions & Kinship	100	100
05-430-710-3970-6064	Collaborative Grant	70,000	60,000
05-430-710-3980-6020	License & Resource Development	150	100
05-430-720-0000-5322	MFIP Consolidated Fund (S11)	16,387 -	16,387 -
05-430-720-0000-5326	Child Care MFIP Admin (S66)	1,000 -	1,000 -
05-430-720-0000-5370	BSF Child Care Admin (S08)	1,865 -	3,973 -
05-430-720-0000-5426	Child Care MFIP Admin (F13)	1,000 -	1,000 -
05-430-720-0000-5432	Employment & Train Serv (F14)	105,086 -	105,086 -
05-430-720-0000-5470	BSF Child Care Admin (F15)	3,788 -	4,305 -
05-430-720-0000-5832	Misc Child Care Recoveries/Fees (M0	2,750 -	1,500 -
05-430-720-3020-6069	Community Ed & Prevent/Advertising	250	0
05-430-720-3110-6069	Bsf Child Care	4,337	4,337
05-430-720-3140-6020	Other Child Care	1,000	250
05-430-720-3370-6038	Mfip-Employment Services	136,836	136,838
05-430-720-3980-6020	License And Resource Development	300	200
05-430-730-0000-5321	CDTF Fund Admin (S17)	12,000 -	12,000 -
05-430-730-0000-5322	SUD Treatment Coordination (S21)	1,000 -	1,000 -
05-430-730-0000-5422	SUD Treatment Coordination (F25)	500 -	100 -
05-430-730-0000-5500	Insurance Company Revenue (M9)	0	250 -
05-430-730-0000-5832	Detox Recoveries (M11)	6,500 -	6,500 -
05-430-730-3090-6050	Pre-Petition Screening/Hearing	500	500
05-430-730-3590-6072	Ccdtf County % State Billings	25,000	15,000
05-430-730-3710-6020	Detoxification - Grand Rapids	20,000	20,000
05-430-730-3930-6050	General Case Management	0	250
05-430-740-0000-5322	MA Rule 5 Foster Care (S64)	5,000 -	5,000 -
05-430-740-0000-5341	CMH Respite Grant (S63)	1,177 -	1,177 -
05-430-740-0000-5351	Child MH Combined (S63)	9,288 -	15,783 -
05-430-740-0000-5437	IV-E MH Foster Care (F28)	5,000 -	2,500 -
05-430-740-0000-5450	MA CMH TCM (F64)	13,000 -	13,000 -
05-430-740-0000-5500	Insurance Company Revenue (M13)	50,000 -	50,000 -

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Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
05-430-740-3050-6020	Child Outpat Assess/Psyc. Testing	7,500	6,000
05-430-740-3160-6020	Child MHTransportation	50	0
05-430-740-3830-6057	Rule 5-Children's Residential Trmt	45,000	450,000
05-430-740-3890-6020	Child Mh Respite	500	500
05-430-740-3890-6057	Mh Respite - Foster Care	500	0
05-430-740-3900-6020	Child Rule 79 Case Mgmt	1,000	1,500
05-430-745-0000-5321	MA Adult MH-TCM (S32)	500 -	500 -
05-430-745-0000-5322	MH PASRR Screening (S27)	400 -	400 -
05-430-745-0000-5343	Adult MH Rule 78 CSP (S25)	55,418 -	55,418 -
05-430-745-0000-5421	MA Adult MH TCM (F31)	25,000 -	25,000 -
05-430-745-0000-5422	MH PASRR Screening (F32)	1,200 -	300 -
05-430-745-0000-5500	Insurance Company Revenue (M13)	95,000 -	97,000 -
05-430-745-3030-6071	Client Outreach - Csp	77,000	78,500
05-430-745-3085-6020	Adult Outpat Diagnostic Assess/Psyc	11,000	11,000
05-430-745-3090-6050	Pre-Petition Screening/Hearing	4,500	4,500
05-430-745-3340-6071	Other Community Support Program Se	8,710	8,710
05-430-745-3720-6081	State-Operated Inpatient - Rtc Or Cbhh	30,000	27,500
05-430-745-3721-6081	Commitment Costs - Poor Relief	125,000	200,000
05-430-745-3730-6020	Adult Acute Care Hospital Inpatient	3,000	4,500
05-430-745-3910-6020	Adult Rule 79 Case Mgmt	5,000	5,000
05-430-750-0000-5322	DD PASRR Screening (S36)	100 -	100 -
05-430-750-0000-5323	State Share-DD Services (S38)	90,000 -	95,000 -
05-430-750-0000-5341	DD Family Support Grant (S35)	1,000 -	1,000 -
05-430-750-0000-5373	DD SILS Program (S34)	16,184 -	10,876 -
05-430-750-0000-5420	Fed Share-DD Services (F38)	90,000 -	95,000 -
05-430-750-0000-5422	DD PASRR Screening (F39)	300 -	300 -
05-430-750-0000-5445	MA VA/DD TCM (F42)	8,000 -	8,000 -
05-430-750-3340-6073	Semi-Independent Living Serv (Sils)	19,040	12,795
05-430-750-3350-6020	Family Support Program	1,000	1,000
05-430-750-3950-6020	Public Guardianship DD	16,000	20,000
05-430-760-0000-5322	State Share - CADI/CAC (S44)	100,000 -	110,000 -
05-430-760-0000-5323	State Share - EW (S44)	21,500 -	18,000 -
05-430-760-0000-5324	State Share - AC (S45)	2,500 -	2,500 -
05-430-760-0000-5325	State Share - TBI (S44)	8,500 -	8,500 -
05-430-760-0000-5330	Adult Protection Grant (S48)	13,789 -	30,984 -
05-430-760-0000-5331	State Share - RSC (S44)	1,000 -	500 -
05-430-760-0000-5420	Fed Share - AC (F48)	2,500 -	2,500 -

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Aitkin County

USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
05-430-760-0000-5422	Fed Share - CADI/CAC (F47)		100,000 -	110,000 -
05-430-760-0000-5423	Fed Share - EW (F47)		21,500 -	18,000 -
05-430-760-0000-5425	Fed Share - TBI (F47)		8,500 -	8,500 -
05-430-760-0000-5432	Federal Share - RSC (F47)		1,000 -	500 -
05-430-760-0000-5500	Insurance Company Revenue (M21)		375,000 -	440,000 -
05-430-760-0000-5810	Co Share - Waivered Services (M23)		1,750 -	1,500 -
05-430-760-0000-5832	Misc Adult Service Recoveries (M23)		1,000 -	1,250 -
05-430-760-3040-6020	APS Assessment/Investigation		1,500	2,000
05-430-760-3950-6020	Guardianship/Conservatorship		13,000	13,000
05-430-760-3980-6020	Licensing & Resource Development		100	100
DEPT 430	Social Services	**Revenue**	**4,321,285 -**	**4,972,180 -**
		Expend.	**4,502,819**	**5,280,059**
		Net	**181,534**	**307,879**
FUND 05	Health & Human Services	**Revenue**	**7,835,589 -**	**8,847,655 -**
		Expend.	**7,835,589**	**8,847,655**
		Net	**0**	**0**

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Aitkin County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
000 DEPT Undesignated				
06-000-000-0000-5001	Property Taxes - Current		745,516 -	743,416 -
06-000-000-0000-6795	Long Term Loans		420,000	440,000
06-000-000-0000-6796	Interest		280,515	259,015
DEPT 000 Undesignated		**Revenue**	**745,516 -**	**743,416 -**
		Expend.	**700,515**	**699,015**
		Net	**45,001 -**	**44,401 -**
FUND 06 Debt Service		**Revenue**	**745,516 -**	**743,416 -**
		Expend.	**700,515**	**699,015**
		Net	**45,001 -**	**44,401 -**

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Aitkin County

USER-SELECTED BUDGET REPORT

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
921 DEPT	Co. Development		
10-921-000-0000-5220	Concon Apport Ms 84 A 51 Intergoverr	220,000 -	235,000 -
10-921-000-0000-5251	In Lieu Apportionments & Receipts	135,200 -	135,200 -
10-921-000-0000-5947	Planned Use of Fund Balance	46,995 -	43,847 -
10-921-000-0000-6240	Membership/Dues/Association Fees	3,000	3,000
10-921-000-0000-6360	Miscellaneous-Services	24,000	24,000
10-921-000-0000-6515	Culverts	15,000	15,000
10-921-000-0000-6801	SWCD Appropriation	25,000	0
10-921-000-0000-6900	Transfers to Other Funds	335,195	372,047
DEPT 921	Co. Development **Revenue**	**402,195 -**	**414,047 -**
	Expend.	**402,195**	**414,047**
	Net	**0**	**0**
923 DEPT	Forfeited Tax Sales		
10-923-000-0000-5010	Forfeited Tax Sales	1,495,140 -	1,419,934 -
10-923-000-0000-5970	Payroll Contingency/Mkt Adjustments	4,957 -	0
10-923-000-0000-6101	Salaries-Full Time	467,536	494,620
10-923-000-0000-6124	Medicare-Employer 1.45%	6,779	7,172
10-923-000-0000-6148	Employer Deduct Contribution-HSA	15,560	17,360
10-923-000-0000-6150	Health Insurance-Employer	72,653	63,669
10-923-000-0000-6152	Life Insurance-Employer	354	714
10-923-000-0000-6154	Long Term Disability-Employer	1,286	1,338
10-923-000-0000-6159	PERA	35,065	36,501
10-923-000-0000-6165	Fica-Employer	28,987	30,667
10-923-000-0000-6169	MNDCP IN LIEU OF HEALTH INS	2,800	0
10-923-000-0000-6171	Workers Compensation	3,047	3,352
10-923-000-0000-6181	Safety Footwear Allowance	1,015	1,015
10-923-000-0000-6190	Gym Membership	20	240
10-923-000-0000-6205	Postage	2,000	1,500
10-923-000-0000-6220	Telephone	10,000	9,000
10-923-000-0000-6230	Printing, Publishing & Adv	1,000	600
10-923-000-0000-6240	Membership/Dues/Association Fees	2,500	2,500
10-923-000-0000-6254	Utilities-Gas and Electric	15,000	12,000
10-923-000-0000-6255	Garbage	0	1,350
10-923-000-0000-6266	Data Processing/Computer Services	0	2,800
10-923-000-0000-6268	Staff Training, Development	1,000	1,000
10-923-000-0000-6280	State Deed Forfeited Tax Sales	500	0

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Aitkin County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
10-923-000-0000-6282	State Deed Repurchase		150	0
10-923-000-0000-6330	Transportation/Travel/Parking		300	100
10-923-000-0000-6332	Hotel / Motel Lodging		400	350
10-923-000-0000-6335	Gas/Vehicle Fuel Charges		35,000	35,000
10-923-000-0000-6339	Meals (Overnight)		100	100
10-923-000-0000-6342	Office/Equipment-Rental		3,800	3,500
10-923-000-0000-6352	Insurance		10,745	10,986
10-923-000-0000-6360	Miscellaneous-Services		45,500	21,000
10-923-000-0000-6405	Office Supplies		7,000	5,000
10-923-000-0000-6450	Field Supplies		7,000	6,500
10-923-000-0000-6590	Repair & Maintenance Supplies		30,000	30,000
10-923-000-0000-6818	FTS Apportionment		618,000	540,000
10-923-000-0000-6820	Refunds & Reimbursements		45,000	50,000
10-923-000-0000-6901	Incidental Transfers		30,000	30,000
DEPT 923	Forfeited Tax Sales	**Revenue**	**1,500,097 -**	**1,419,934 -**
		Expend.	**1,500,097**	**1,419,934**
		Net	**0**	**0**
926 DEPT	Law Library			
10-926-000-0000-5548	Law Library Fees		30,000 -	30,000 -
10-926-000-0000-6455	Law Books		30,000	30,000
DEPT 926	Law Library	**Revenue**	**30,000 -**	**30,000 -**
		Expend.	**30,000**	**30,000**
		Net	**0**	**0**
FUND 10	Trust	**Revenue**	**1,932,292 -**	**1,863,981 -**
		Expend.	**1,932,292**	**1,863,981**
		Net	**0**	**0**

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Aitkin County

USER-SELECTED BUDGET REPORT

11 FUND Forest Development

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
925 DEPT	Resource Management		
11-925-000-0000-5001	Propery Taxes - Current	0	150,000 -
11-925-000-0000-5150	Sooline RR Permits	200 -	100 -
11-925-000-0000-5222	L79C303 Ms 477-A-11-14 Intergovernr	141,000 -	141,000 -
11-925-000-0000-5252	Forf Tax Sales Apportionment	264,500 -	234,000 -
11-925-000-0000-5395	Forest Road Grt Lw 1988Ch686	75,000 -	75,000 -
11-925-000-0000-5840	Misc Receipts	1,000 -	5,000 -
11-925-000-0000-5920	Sales of Capital Assets/Auction Proce	4,000 -	5,000 -
11-925-000-0000-6101	Salaries-Full Time	93,326	88,724
11-925-000-0000-6124	Medicare-Employer 1.45%	1,353	1,287
11-925-000-0000-6148	Employer Deduct Contribution-HSA	3,260	3,260
11-925-000-0000-6150	Health Insurance-Employer	20,388	20,060
11-925-000-0000-6152	Life Insurance-Employer	102	102
11-925-000-0000-6154	Long Term Disability-Employer	196	212
11-925-000-0000-6159	PERA	5,343	6,654
11-925-000-0000-6165	Fica-Employer	5,786	5,501
11-925-000-0000-6171	Workers Compensation	1,708	1,879
11-925-000-0000-6273	Timber Improvement	57,000	61,000
11-925-000-0000-6278	Advisory Board/Committee Per Diem	3,500	3,000
11-925-000-0000-6330	Transportation/Travel/Parking	3,000	2,000
11-925-000-0000-6352	Insurance	2,246	2,358
11-925-000-0000-6360	Services, Labor, Contracts	15,000	10,000
11-925-000-0000-6361	Road Construction Service	75,000	75,000
11-925-000-0000-6374	Auto & Trailer License	150	150
11-925-000-0000-6590	Repair & Maintenance Supplies	10,000	10,000
11-925-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	111,200	103,100
11-925-000-0000-6900	Transfers to Other Funds	215,195	222,047
DEPT 925	**Resource Management Revenue**	**485,700 -**	**610,100 -**
	Expend.	**623,753**	**616,334**
	Net	**138,053**	**6,234**
939 DEPT	County Surveyor		
11-939-000-0000-5840	Misc Receipts	1,080 -	750 -
11-939-000-0000-5910	Transfer in From Other Funds	430,390 -	444,094 -
11-939-000-0000-5970	Payroll Contingency/Mkt Adjustments	3,698 -	0
11-939-000-0000-6101	Salaries-Full Time	303,409	321,613
11-939-000-0000-6124	Medicare-Employer 1.45%	4,399	4,663

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11 FUND Forest Development

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
11-939-000-0000-6148	Employer Deduct Contribution-HSA		10,040	10,040
11-939-000-0000-6150	Health Insurance-Employer		48,753	47,983
11-939-000-0000-6152	Life Insurance-Employer		264	408
11-939-000-0000-6154	Long Term Disability-Employer		834	884
11-939-000-0000-6159	PERA		22,756	24,121
11-939-000-0000-6165	Fica-Employer		18,811	19,940
11-939-000-0000-6171	Workers Compensation		902	992
11-939-000-0000-6240	Membership/Dues/Association Fees		600	500
11-939-000-0000-6268	Staff Training, Development		500	300
11-939-000-0000-6330	Transportation/Travel/Parking		100	100
11-939-000-0000-6332	Hotel / Motel Lodging		200	200
11-939-000-0000-6339	Meals (Overnight)		100	100
11-939-000-0000-6356	License Fees		19,000	8,000
11-939-000-0000-6405	Office Supplies		3,000	3,000
11-939-000-0000-6450	Supplies		500	1,000
11-939-000-0000-6590	Repair & Maintenance Supplies		1,000	1,000
DEPT 939	County Surveyor	**Revenue**	**435,168 -**	**444,844 -**
		Expend.	**435,168**	**444,844**
		Net	**0**	**0**
FUND 11	Forest Development	**Revenue**	**920,868 -**	**1,054,944 -**
		Expend.	**1,058,921**	**1,061,178**
		Net	**138,053**	**6,234**

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Aitkin County

USER-SELECTED BUDGET REPORT

12 FUND Townships/Cities/ARDC/Ambulance

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
930 DEPT ARDC				
12-930-000-0000-5001	Property Taxes - Current		72,131 -	76,999 -
12-930-000-0000-6801	Appropriations		72,131	76,999
DEPT 930 ARDC		**Revenue**	**72,131 -**	**76,999 -**
		Expend.	**72,131**	**76,999**
		Net	**0**	**0**
FUND 12 Townships/Cities/ARDC/Ambulance		**Revenue**	**72,131 -**	**76,999 -**
		Expend.	**72,131**	**76,999**
		Net	**0**	**0**

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Aitkin County

USER-SELECTED BUDGET REPORT

15 FUND Aitkin County Collaborative

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
000 DEPT Undesignated				
15-000-000-0000-5791	Interest Income		500 -	500 -
15-000-000-0000-5832	Lcts Revenue Earned		65,295 -	62,088 -
DEPT 000 Undesignated		**Revenue**	**65,795 -**	**62,588 -**
		Expend.	**0**	**0**
		Net	**65,795 -**	**62,588 -**
450 DEPT Collaborative-Aitkin School				
15-450-000-0000-6231	Aitkin School Services		39,477	36,632
DEPT 450 Collaborative-Aitkin School		**Revenue**	**0**	**0**
		Expend.	**39,477**	**36,632**
		Net	**39,477**	**36,632**
451 DEPT Collaborative-Hill City School				
15-451-000-0000-6231	Hill City School Services		9,211	8,692
DEPT 451 Collaborative-Hill City School		**Revenue**	**0**	**0**
		Expend.	**9,211**	**8,692**
		Net	**9,211**	**8,692**
452 DEPT Collaborative-Mcgregor School				
15-452-000-0000-6231	Mcgregor School Services		17,107	16,764
DEPT 452 Collaborative-Mcgregor School		**Revenue**	**0**	**0**
		Expend.	**17,107**	**16,764**
		Net	**17,107**	**16,764**
FUND 15 Aitkin County Collaborative		**Revenue**	**65,795 -**	**62,588 -**
		Expend.	**65,795**	**62,088**
		Net	**0**	**500 -**

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Aitkin County

USER-SELECTED BUDGET REPORT

18 FUND Environmental Trust Fund

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
937 DEPT	Environmental Trust Fund			
18-937-000-0000-5791	Interest Income		26,000 -	25,000 -
18-937-000-0000-6900	Transfers to Other Funds		26,000	25,000
DEPT 937	Environmental Trust Fund	**Revenue**	**26,000 -**	**25,000 -**
		Expend.	**26,000**	**25,000**
		Net	**0**	**0**
FUND 18	Environmental Trust Fund	**Revenue**	**26,000 -**	**25,000 -**
		Expend.	**26,000**	**25,000**
		Net	**0**	**0**

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19 FUND Long Lake Conservation Center

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
000 DEPT Undesignated			
19-000-000-0000-5791	Interest Income - D. Nelson Trust	0	7,500 -
19-000-000-0000-5910	Transfer in From Other Funds	75,000 -	25,000 -
19-000-000-0000-5970	Payroll Contingency/Mkt Adjustments	11,289 -	0
DEPT 000 Undesignated	**Revenue**	**86,289 -**	**32,500 -**
	Expend.	**0**	**0**
	Net	**86,289 -**	**32,500 -**
521 DEPT LLCC Administration			
19-521-000-0000-5751	Contributions-Unrestricted	20,000 -	60,000 -
19-521-000-0000-5762	Restricted Contributions	25,000 -	10,000 -
19-521-000-0000-5840	Misc Receipts	0	15,000 -
19-521-000-0000-5861	Insurance Proceeds/Dividends	4,576 -	4,000 -
19-521-000-0000-5884	Commissary Sales Non Taxable	40,000 -	32,500 -
19-521-000-0000-5885	Commissary Sales Taxable	21,000 -	19,500 -
19-521-000-0000-6101	Salaries-Full Time	82,909	80,941
19-521-000-0000-6124	Medicare-Employer 1.45%	1,202	1,173
19-521-000-0000-6148	Employer Deduct Contribution-HSA	0	2,800
19-521-000-0000-6150	Health Insurance-Employer	0	268
19-521-000-0000-6152	Life Insurance-Employer	102	102
19-521-000-0000-6154	Long Term Disability-Employer	228	222
19-521-000-0000-6159	PERA	6,218	6,071
19-521-000-0000-6165	Fica-Employer 6.20%	5,140	5,018
19-521-000-0000-6169	MNDCP IN LIEU OF HEALTH INS	2,800	0
19-521-000-0000-6171	Workers Compensation	106	117
19-521-000-0000-6205	Postage	500	250
19-521-000-0000-6220	Telephone	3,555	8,500
19-521-000-0000-6230	Printing, Publishing & Adv	5,000	5,000
19-521-000-0000-6240	Membership/Dues/Association Fees	550	1,500
19-521-000-0000-6254	Utilities-Gas and Electric	55,736	50,000
19-521-000-0000-6255	Garbage	1,320	1,500
19-521-000-0000-6268	Staff Training, Development	1,000	0
19-521-000-0000-6330	Transportation/Travel/Parking	500	0
19-521-000-0000-6352	Insurance	19,389	19,284
19-521-000-0000-6360	Services, Labor, Contracts	12,000	10,000
19-521-000-0000-6405	Office Supplies	500	200
19-521-000-0000-6454	Commissary Supplies-Non Jail	44,000	22,500

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Aitkin County

USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
DEPT 521	LLCC Administration	**Revenue**	**110,576 -**	**141,000 -**
		Expend.	**242,755**	**215,446**
		Net	**132,179**	**74,446**
522 DEPT	LLCC Education			
19-522-000-0000-5553	Non School Groups		97,600 -	110,000 -
19-522-000-0000-5557	Adventure Program Pkg Fees		105,000 -	76,000 -
19-522-000-0000-5558	School Program Pkg Fees		532,355 -	540,000 -
19-522-000-0000-6101	Salaries-Full Time		298,416	304,585
19-522-000-0000-6124	Medicare-Employer 1.45%		4,327	4,416
19-522-000-0000-6148	Employer Deduct Contribution-HSA		4,520	7,320
19-522-000-0000-6150	Health Insurance-Employer		18,910	18,616
19-522-000-0000-6152	Life Insurance-Employer		90	306
19-522-000-0000-6154	Long Term Disability-Employer		481	507
19-522-000-0000-6159	PERA		21,415	22,844
19-522-000-0000-6165	Fica-Employer 6.20%		18,502	18,884
19-522-000-0000-6169	MNDCP IN LIEU OF HEALTH INS		2,800	0
19-522-000-0000-6171	Workers Compensation		3,725	4,098
19-522-000-0000-6190	Gym Membership		0	200
19-522-000-0000-6241	Registration Fee		450	0
19-522-000-0000-6267	Credit Card Fees		2,000	3,000
19-522-000-0000-6330	Transportation/Travel/Parking		0	500
19-522-000-0000-6360	Services, Labor, Contracts		0	500
19-522-000-0000-6430	Medical Supplies		500	500
19-522-000-0000-6431	Educational Supplies		4,558	2,000
19-522-000-0000-6820	Refunds & Reimbursements		2,000	1,000
DEPT 522	LLCC Education	**Revenue**	**734,955 -**	**726,000 -**
		Expend.	**382,694**	**389,276**
		Net	**352,261 -**	**336,724 -**
523 DEPT	LLCC Food			
19-523-000-0000-5543	Special Milk Refunds		5,000 -	4,000 -
19-523-000-0000-6101	Salaries-Full Time		85,564	80,207
19-523-000-0000-6124	Medicare-Employer 1.45%		1,241	1,163
19-523-000-0000-6148	Employer Deduct Contribution-HSA		0	2,260
19-523-000-0000-6150	Health Insurance-Employer		0	9,308
19-523-000-0000-6152	Life Insurance-Employer		102	102
19-523-000-0000-6154	Long Term Disability-Employer		136	143

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Aitkin County

USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
19-523-000-0000-6159	PERA 7.50%		6,166	6,016
19-523-000-0000-6165	Fica-Employer 6.20%		5,305	4,973
19-523-000-0000-6169	MNDCP IN LIEU OF HEALTH INS		2,800	0
19-523-000-0000-6171	Workers Compensation		382	420
19-523-000-0000-6190	Gym Membership		0	120
19-523-000-0000-6418	Groceries-Students		89,977	74,000
19-523-000-0000-6420	Food Service Supplies		500	0
DEPT 523	LLCC Food	**Revenue**	**5,000 -**	**4,000 -**
		Expend.	**192,173**	**178,712**
		Net	**187,173**	**174,712**
524 DEPT	LLCC Maintenance			
19-524-000-0000-6101	Salaries-Full Time		80,535	84,898
19-524-000-0000-6124	Medicare-Employer 1.45%		1,168	1,231
19-524-000-0000-6148	Employer Deduct Contribution-HSA		2,260	2,260
19-524-000-0000-6150	Health Insurance-Employer		9,455	9,308
19-524-000-0000-6152	Life Insurance-Employer		102	102
19-524-000-0000-6154	Long Term Disability-Employer		139	146
19-524-000-0000-6159	PERA 7.50%		6,040	6,367
19-524-000-0000-6165	Fica-Employer 6.20%		4,993	5,264
19-524-000-0000-6171	Workers Compensation		1,134	1,247
19-524-000-0000-6302	Vehicle Maintenance		1,000	0
19-524-000-0000-6335	Gas/Vehicle Fuel Charges		0	1,000
19-524-000-0000-6360	Services, Labor, Contracts		0	5,000
19-524-000-0000-6422	Janitorial Supplies		6,000	4,000
19-524-000-0000-6570	Motor Fuel & Lubricants		500	400
19-524-000-0000-6590	Repair & Maintenance Supplies		12,000	14,000
DEPT 524	LLCC Maintenance	**Revenue**	**0**	**0**
		Expend.	**125,326**	**135,223**
		Net	**125,326**	**135,223**
525 DEPT	LLCC Capital Improvement			
19-525-085-0000-5810	Rental Income		13,200 -	15,000 -
19-525-085-0000-6480	Small Furniture/Equipment		2,000	0
DEPT 525	LLCC Capital Improvement	**Revenue**	**13,200 -**	**15,000 -**
		Expend.	**2,000**	**0**
		Net	**11,200 -**	**15,000 -**
FUND 19	Long Lake Conservation Center	**Revenue**	**950,020 -**	**918,500 -**

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Aitkin County

USER-SELECTED BUDGET REPORT

19 FUND Long Lake Conservation Center

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
		Expend.	**944,948**	**918,657**
		Net	**5,072 -**	**157**

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Aitkin County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description	ADOPTED 2024	PROPOSED 2025
520 DEPT Parks			
21-520-000-0000-5001	Taxes	15,000 -	15,000 -
21-520-000-0000-5201	MV Credit MS Statute 273.1384	164 -	180 -
21-520-000-0000-5209	Disparity Reduction Aid	0	10 -
21-520-000-0000-5216	Taconite Credit-Current	600 -	600 -
21-520-000-0000-5251	In Lieu Apportionments & Receipts	140 -	135 -
21-520-000-0000-5252	Forf Tax Sales Apportionment	108,000 -	104,000 -
21-520-000-0000-5325	State Grant - Northwoods ATV	0	250,000 -
21-520-000-0000-5396	Trail Grants-State	682,000 -	360,000 -
21-520-000-0000-5510	Co. Parks Campground Fees	35,000 -	50,000 -
21-520-000-0000-6101	Salaries-Full Time	133,841	132,955
21-520-000-0000-6124	Medicare-Employer 1.45%	1,941	1,928
21-520-000-0000-6148	Employer Deduct Contribution-HSA	4,520	4,520
21-520-000-0000-6150	Health Insurance-Employer	18,910	18,615
21-520-000-0000-6152	Life Insurance-Employer	204	204
21-520-000-0000-6154	Long Term Disability-Employer	269	315
21-520-000-0000-6159	PERA	7,337	9,972
21-520-000-0000-6165	Fica-Employer	8,298	8,243
21-520-000-0000-6171	Workers Compensation	2,046	2,251
21-520-000-0000-6254	Utilities-Gas and Electric	3,000	2,500
21-520-000-0000-6255	Garbage	5,700	6,200
21-520-000-0000-6268	Staff Training, Development	500	500
21-520-000-0000-6352	Insurance	5,416	5,687
21-520-000-0000-6360	Services, Labor, Contracts	29,300	30,000
21-520-000-0000-6361	Road Construction Service	3,000	3,000
21-520-000-0000-6374	Auto & Trailer License	250	250
21-520-000-0000-6450	Field Supplies	1,500	2,000
21-520-000-0000-6523	Misc Bldg & Shop Supplies	4,000	2,000
21-520-000-0000-6620	Auto, Trailers, Snowmobiles, ATV	0	15,000
21-520-000-0000-6802	Trail Grants-State	608,000	325,000
21-520-000-0000-6804	State Grant - Northwoods ATV-Expense	0	200,000
21-520-000-0000-6900	Transfers to Other Funds	70,000	0
DEPT 520 Parks	**Revenue**	**840,904 -**	**779,925 -**
	Expend.	**908,032**	**771,140**
	Net	**67,128**	**8,785 -**
FUND 21 Parks	**Revenue**	**840,904 -**	**779,925 -**

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Aitkin County

USER-SELECTED BUDGET REPORT

Report Basis: Cash

Account Number	Account Description		ADOPTED 2024	PROPOSED 2025
		Expend.	908,032	771,140
		Net	67,128	8,785 -
Final Totals		Revenue	44,998,533 -	46,072,388 -
		Expend.	45,330,265	46,104,163
		Net	331,732	31,775

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AITKIN COUNTY 08.27.2024 kmr

DEPARTMENT		EXPENDITURE TOTALS 2024 APPROVED BUDGET	2025 PROPOSED BUDGET	Difference	2024 Salaries & Benefits	Insurance	Materials & Supplies	Communication Services	Utilities	Dues/Registrations	Professional Development	Contract & Service Agreements	Capital Expenditures (over $5000)	Hotel/Meals/Mileage/Gas	Other Expenditures	TOTAL EXPENDITURES
Commissioners	1	$311,972.00	$325,521.00	$13,549.00	$281,486.00	$1,885.00	$2,750.00	$2,400.00	$0.00	$8,500.00	$0.00	$4,000.00	$0.00	$24,500.00	$0.00	**$325,521.00**
Court Administration	12	$51,000.00	$55,700.00	$4,700.00	$0.00	$0.00	$0.00	$700.00	$0.00	$0.00	$0.00	$50,000.00	$5,000.00	$0.00	$0.00	**$55,700.00**
Auditor	40	$922,290.00	$987,377.00	$65,087.00	$878,977.00	$3,200.00	$16,500.00	$16,725.00	$0.00	$3,550.00	$500.00	$65,300.00	$0.00	$2,625.00	$0.00	**$987,377.00**
Internal Audit	41	$78,500.00	$82,000.00	$3,500.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$82,000.00	$0.00	$0.00	$0.00	**$82,000.00**
Treasurer	42	$352,682.00	$357,330.00	$4,648.00	$310,943.00	$1,077.00	$7,000.00	$14,200.00	$0.00	$900.00	$0.00	$18,860.00	$0.00	$4,350.00	$0.00	**$357,330.00**
Assessor	43	$946,758.00	$993,214.00	$46,456.00	$915,374.00	$6,840.00	$6,000.00	$13,000.00	$0.00	$2,200.00	$5,200.00	$19,000.00	$12,000.00	$13,600.00	$0.00	**$993,214.00**
Central Services	44	$753,349.00	$237,814.00	($515,535.00)	$0.00	$55,000.00	$150.00	$0.00	$0.00	$0.00	$0.00	$111,000.00	$0.00	$0.00	$71,664.00	**$237,814.00**
Motor Pool	45	$38,351.00	$41,583.00	$3,232.00	$0.00	$4,868.00	$500.00	$0.00	$0.00	$0.00	$0.00	$6,215.00	$30,000.00	$0.00	$0.00	**$41,583.00**
Information Technologies	49	$851,363.00	$894,676.00	$43,313.00	$531,983.00	$2,000.00	$7,500.00	$1,000.00	$0.00	$1,800.00	$10,000.00	$297,093.00	$40,000.00	$3,300.00	$0.00	**$894,676.00**
Administration	52	$292,896.00	$292,185.00	($711.00)	$267,625.00	$1,885.00	$3,500.00	$750.00	$0.00	$4,225.00	$0.00	$11,500.00	$0.00	$2,700.00	$0.00	**$292,185.00**
Human Resources	53	$418,978.00	$431,173.00	$12,195.00	$369,895.00	$0.00	$4,000.00	$2,580.00	$0.00	$2,400.00	$7,500.00	$42,598.00	$0.00	$2,200.00	$0.00	**$431,173.00**
Elections	60	$141,487.00	$90,780.00	($50,707.00)	$30.00	$0.00	$50,500.00	$1,000.00	$0.00	$0.00	$0.00	$39,250.00	$0.00	$0.00	$0.00	**$90,780.00**
Attorney	90	$1,408,512.00	$1,411,146.00	$2,634.00	$1,302,052.00	$3,762.00	$35,281.00	$5,537.00	$0.00	$6,206.00	$5,000.00	$44,936.00	$7,029.00	$1,343.00	$0.00	**$1,411,146.00**
Recorder	100	$615,360.00	$486,878.00	($128,482.00)	$298,977.00	$1,131.00	$4,000.00	$2,100.00	$0.00	$1,800.00	$1,000.00	$153,870.00	$20,000.00	$4,000.00	$0.00	**$486,878.00**
Courthouse Maintenance	110	$609,647.00	$646,067.00	$36,420.00	$444,492.00	$3,150.00	$28,250.00	$850.00	$85,000.00	$750.00	$800.00	$75,975.00	$6,000.00	$800.00	$0.00	**$646,067.00**
Buildings	111	$88,000.00	$88,000.00	$0.00	$0.00	$0.00	$7,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$81,000.00	$0.00	$0.00	**$88,000.00**
Veterans Service	120	$190,418.00	$197,719.00	$7,301.00	$174,365.00	$1,204.00	$2,500.00	$1,600.00	$0.00	$2,000.00	$0.00	$10,100.00	$0.00	$5,950.00	$0.00	**$197,719.00**
Housing & Redevelopment	121	$2,000.00	$2,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,000.00	$0.00	$0.00	$0.00	**$2,000.00**
Planning & Zoning	122	$639,590.00	$702,664.00	$63,074.00	$589,612.00	$2,632.00	$7,000.00	$6,500.00	$0.00	$2,400.00	$3,800.00	$55,320.00	$9,000.00	$13,900.00	$12,500.00	**$702,664.00**
Coroner	123	$75,000.00	$75,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$55,000.00	$0.00	$20,000.00	$0.00	**$75,000.00**
Enforcement	200	$3,243,756.00	$3,352,507.00	$108,751.00	$2,591,951.00	$94,487.00	$26,000.00	$28,000.00	$0.00	$14,600.00	$0.00	$147,400.00	$210,000.00	$143,500.00	$96,569.00	**$3,352,507.00**
Boat & Water	202	$134,980.00	$190,295.00	$55,315.00	$145,835.00	$2,860.00	$5,500.00	$1,000.00	$300.00	$0.00	$0.00	$4,800.00	$20,000.00	$10,000.00	$0.00	**$190,295.00**
Snowmobile	203	$51,299.00	$87,125.00	$35,826.00	$73,595.00	$0.00	$4,200.00	$800.00	$0.00	$0.00	$0.00	$4,530.00	$0.00	$4,000.00	$0.00	**$87,125.00**
ATV	204	$29,604.00	$49,687.00	$20,083.00	$43,137.00	$0.00	$400.00	$350.00	$0.00	$0.00	$0.00	$2,800.00	$0.00	$3,000.00	$0.00	**$49,687.00**
Corrections	252	$3,482,895.00	$3,692,906.00	$210,011.00	$2,996,256.00	$0.00	$256,500.00	$3,000.00	$150,000.00	$2,500.00	$0.00	$272,050.00	$3,000.00	$9,600.00	$0.00	**$3,692,906.00**
Sentence to Serve	253	$153,136.00	$165,558.00	$12,422.00	$148,083.00	$2,300.00	$6,000.00	$500.00	$0.00	$0.00	$0.00	$3,075.00	$0.00	$5,600.00	$0.00	**$165,558.00**
Enhanced 911 System	254	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Crime Victims	255	$96,081.00	$97,224.00	$1,143.00	$89,110.00	$0.00	$2,000.00	$1,084.00	$0.00	$250.00	$750.00	$3,000.00	$0.00	$1,030.00	$0.00	**$97,224.00**
Community Corrections	257	$1,212,524.00	$1,234,487.00	$21,963.00	$925,528.00	$3,159.00	$5,600.00	$5,800.00	$0.00	$6,850.00	$200.00	$277,700.00	$0.00	$9,650.00	$0.00	**$1,234,487.00**
Emergency Management	280	$56,139.00	$67,807.00	$11,668.00	$60,222.00	$385.00	$3,500.00	$0.00	$0.00	$1,000.00	$0.00	$500.00	$0.00	$2,200.00	$0.00	**$67,807.00**
Environmental Health	390	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Solid Waste	391	$461,010.00	$481,411.00	$20,401.00	$193,354.00	$2,232.00	$3,500.00	$1,550.00	$0.00	$1,600.00	$1,200.00	$229,525.00	$45,000.00	$2,250.00	$1,200.00	**$481,411.00**
Water Wells	392	$7,000.00	$7,000.00	$0.00	$2,000.00	$0.00	$3,000.00	$0.00	$0.00	$0.00	$0.00	$2,000.00	$0.00	$0.00	$0.00	**$7,000.00**
CARE Appropriation	500	$37,900.00	$75,800.00	$37,900.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75,800.00	**$75,800.00**
Ag Society (County Fair)	600-550	$33,328.00	$34,261.00	$933.00	$55.00	$10,206.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$24,000.00	**$34,261.00**
Soil & Water	600-552	$78,049.00	$78,049.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$78,049.00	**$78,049.00**
Weed Inspector	600-553	$5,000.00	$5,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$5,000.00	$0.00	$0.00	$0.00	**$5,000.00**
Extension	601	$88,592.00	$109,842.00	$21,250.00	$0.00	$0.00	$2,000.00	$650.00	$0.00	$0.00	$0.00	$107,192.00	$0.00	$0.00	$0.00	**$109,842.00**
Wetland Value Replacement Fund	603	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	**$0.00**
Economic Development	711	$126,979.00	$135,148.00	$8,169.00	$118,975.00	$377.00	$50.00	$753.00	$0.00	$2,993.00	$2,600.00	$8,000.00	$0.00	$1,400.00	$0.00	**$135,148.00**
Airport	903	$45,600.00	$75,600.00	$30,000.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$75,600.00	**$75,600.00**
Library	500-500	$251,450.00	$287,538.00	$36,088.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$287,538.00	**$287,538.00**
Historical Society	500-501	$30,485.00	$32,278.00	$1,793.00	$50.00	$5,978.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$26,250.00	**$32,278.00**
Tourism	909	$12,400.00	$12,400.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$2,400.00	$0.00	$0.00	$10,000.00	**$12,400.00**
GENERAL FUND SUBTOTAL		**$18,426,360.00**	**$18,670,750.00**	**$244,390.00**	$13,753,962.00	$210,618.00	$500,681.00	$112,429.00	$235,300.00	$66,524.00	$38,550.00	$2,213,989.00	$488,029.00	$291,498.00	$759,170.00	**$18,670,750.00**
Road & Bridge	3	$13,273,132.00	$13,059,000.00	($214,132.00)	$3,318,102.00	$72,790.00	$2,285,248.00	$15,500.00	$52,000.00	$8,700.00	$1,500.00	$6,142,960.00	$584,700.00	$3,500.00	$574,000.00	$13,059,000.00
Health & Human Services	5	$7,835,589.00	$8,847,655.00	$1,012,066.00	$6,075,171.00	$26,000.00	$157,250.00	$62,085.00	$37,000.00	$12,500.00	$3,200.00	$2,193,799.00	$122,000.00	$73,100.00	$85,550.00	$8,847,655.00
Debt Service	6	$700,515.00	$699,015.00	($1,500.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$699,015.00	$699,015.00
Resource Management	11-925	$623,753.00	$616,334.00	($7,419.00)	$127,679.00	$2,358.00	$10,000.00	$0.00	$0.00	$0.00	$0.00	$149,150.00	$103,100.00	$2,000.00	$222,047.00	$616,334.00
Parks	21	$908,032.00	$771,140.00	($136,892.00)	$179,003.00	$5,687.00	$4,000.00	$0.00	$2,500.00	$0.00	$500.00	$39,450.00	$15,000.00	$0.00	$525,000.00	$771,140.00
OTHER LEVY FUNDS SUBTOTAL		**$23,341,021.00**	**$23,993,144.00**	**$652,123.00**	$9,699,955.00	$106,835.00	$2,456,498.00	$77,585.00	$91,500.00	$21,200.00	$5,200.00	$8,525,359.00	$824,800.00	$78,600.00	$2,105,612.00	**$23,993,144.00**
Kirk Levy Calc Sheet Match:		*$41,767,381.00*	*$42,663,894.00*													*$42,663,894.00*
Unorganized Townships	4	$86,550.00	$48,700.00	($37,850.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$48,700.00	$48,700.00
Trust	10	$1,932,292.00	$1,863,981.00	($68,311.00)	$656,648.00	$10,986.00	$86,500.00	$10,500.00	$12,000.00	$5,500.00	$1,000.00	$53,250.00	$0.00	$35,550.00	$992,047.00	$1,863,981.00
Environmental Trust Fund	18	$26,000.00	$25,000.00	($1,000.00)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$25,000.00	$25,000.00
Long Lake Conservation Center	19	$944,948.00	$918,657.00	($26,291.00)	$694,023.00	$19,284.00	$117,600.00	$8,750.00	$50,000.00	$1,500.00	$0.00	$25,000.00	$0.00	$1,500.00	$1,000.00	$918,657.00
County Surveyor	11-939	$435,168.00	$444,844.00	$9,676.00	$430,644.00	$0.00	$5,000.00	$0.00	$0.00	$500.00	$300.00	$8,000.00	$0.00	$400.00	$0.00	$444,844.00
Townships/Cities/ARDC/Ambulance	12	$72,131.00	$76,999.00	$4,868.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$76,999.00	$76,999.00
Totals (Funds 4,10,11,12,18,19)		**$3,497,089.00**	**$3,378,181.00**	**($118,908.00)**	**$1,781,315.00**	**$30,270.00**	**$209,100.00**	**$19,250.00**	**$62,000.00**	**$7,500.00**	**$1,300.00**	**$86,250.00**	**$0.00**	**$37,450.00**	**$1,143,746.00**	**$3,378,181.00**
TOTAL		**$45,264,470.00**	**$46,042,075.00**	**$777,605.00**	**$25,235,232.00**	**$347,723.00**	**$3,166,279.00**	**$209,264.00**	**$388,800.00**	**$95,224.00**	**$45,050.00**	**$10,825,598.00**	**$1,312,829.00**	**$407,548.00**	**$4,008,528.00**	**$46,042,075.00**

AITKIN COUNTY

DEPARTMENT		2024 Fees	Grants	Other Revenue	LEVY	TOTAL REVENUES
Commissioners	1	$0.00	$0.00	$0.00	($325,521.00)	($325,521.00)
Court Administration	12	$0.00	$0.00	($6,000.00)	($49,700.00)	($55,700.00)
Auditor	40	($301,980.00)	$0.00	($22,350.00)	($663,047.00)	($987,377.00)
Internal Audit	41	$0.00	$0.00	$0.00	($82,000.00)	($82,000.00)
Treasurer	42	($4,100.00)	$0.00	($26,000.00)	($327,230.00)	($357,330.00)
Assessor	43	($166,775.00)	$0.00	($14,600.00)	($811,839.00)	($993,214.00)
Central Services	44	$0.00	($3,404,481.00)	($1,017,500.00)	$4,184,167.00	($237,814.00)
Motor Pool	45	$0.00	$0.00	($48,000.00)	$6,417.00	($41,583.00)
Information Technologies	49	($1,500.00)	$0.00	$0.00	($893,176.00)	($894,676.00)
Administration	52	$0.00	$0.00	$0.00	($292,185.00)	($292,185.00)
Human Resources	53	$0.00	$0.00	$0.00	($431,173.00)	($431,173.00)
Elections	60	$0.00	($6,000.00)	$0.00	($84,780.00)	($90,780.00)
Attorney	90	($65,235.00)	$0.00	($6,572.00)	($1,339,339.00)	($1,411,146.00)
Recorder	100	($170,000.00)	$0.00	($10,000.00)	($227,808.00)	($407,808.00)
Courthouse Maintenance	110	$0.00	$0.00	$0.00	($646,067.00)	($646,067.00)
Buildings	111	$0.00	$0.00	$0.00	($88,000.00)	($88,000.00)
Veterans Service	120	($3,000.00)	($10,000.00)	$0.00	($184,719.00)	($197,719.00)
Housing & Redevelopment	121	$0.00	$0.00	$0.00	($2,000.00)	($2,000.00)
Planning & Zoning	122	($305,000.00)	($64,316.00)	$0.00	($333,348.00)	($702,664.00)
Coroner	123	$0.00	$0.00	$0.00	($75,000.00)	($75,000.00)
Enforcement	200	($60,500.00)	($479,000.00)	($155,600.00)	($2,657,407.00)	($3,352,507.00)
Boat & Water	202	$0.00	($41,540.00)	($100.00)	($148,655.00)	($190,295.00)
Snowmobile	203	$0.00	($6,070.00)	($30.00)	($81,025.00)	($87,125.00)
ATV	204	$0.00	($11,134.00)	$0.00	($38,553.00)	($49,687.00)
Corrections	252	($126,000.00)	$0.00	($3,500.00)	($3,563,406.00)	($3,692,906.00)
Sentence to Serve	253	$0.00	($37,000.00)	($1,000.00)	($127,558.00)	($165,558.00)
Enhanced 911 System	254	$0.00	$0.00	$0.00	$0.00	$0.00
Crime Victims	255	$0.00	($70,000.00)	($1,000.00)	($26,224.00)	($97,224.00)
Community Corrections	257	($52,200.00)	($934,234.00)	$0.00	($248,053.00)	($1,234,487.00)
Emergency Management	280	$0.00	($19,276.00)	$0.00	($48,531.00)	($67,807.00)
Environmental Health	390	$0.00	$0.00	$0.00	$0.00	$0.00
Solid Waste	391	($4,000.00)	($72,000.00)	($46,800.00)	($358,611.00)	($481,411.00)
Water Wells	392	($10,000.00)	$0.00	$0.00	$3,000.00	($7,000.00)
CARE Appropriation	500	$0.00	$0.00	$0.00	($75,800.00)	($75,800.00)
Ag Society (County Fair)	600-550	$0.00	$0.00	$0.00	($34,261.00)	($34,261.00)
Soil & Water	600-552	$0.00	$0.00	$0.00	($78,049.00)	($78,049.00)
Weed Inspector	600-553	$0.00	$0.00	$0.00	($5,000.00)	($5,000.00)
Extension	601	$0.00	$0.00	$0.00	($109,842.00)	($109,842.00)
Wetland Value Replacement Fund	603	$0.00	$0.00	$0.00	$0.00	$0.00
Economic Development	711	$0.00	$0.00	$0.00	($135,148.00)	($135,148.00)
Airport	903	$0.00	$0.00	$0.00	($75,600.00)	($75,600.00)
Library	500-500	$0.00	$0.00	$0.00	($287,538.00)	($287,538.00)
Historical Society	500-501	$0.00	$0.00	$0.00	($32,278.00)	($32,278.00)
Tourism	909	$0.00	$0.00	$0.00	($12,400.00)	($12,400.00)
GENERAL FUND SUBTOTAL		($1,270,290.00)	($5,155,051.00)	($1,359,052.00)	($10,807,287.00)	**($18,591,680.00)**
Road & Bridge	3	($764,000.00)	($8,005,020.00)	($1,033,240.00)	($3,256,740.00)	($13,059,000.00)
Health & Human Services	5	($695,600.00)	($3,554,554.00)	($426,085.00)	($4,171,416.00)	($8,847,655.00)
Debt Service	6	$0.00	$0.00	$0.00	($743,416.00)	($743,416.00)
Resource Management	11-925	($100.00)	($450,000.00)	($10,000.00)	($150,000.00)	($610,100.00)
Parks	21	($50,000.00)	($714,925.00)	$0.00	($15,000.00)	($779,925.00)
OTHER LEVY FUNDS SUBTOTAL		($1,509,700.00)	($12,724,499.00)	($1,469,325.00)	($8,336,572.00)	($24,040,096.00)
Kirk Levy Calc Sheet Match:				*($23,487,917.00)*	*($19,143,859.00)*	
Unorganized Townships	4	$0.00	$0.00	$0.00	($48,700.00)	($48,700.00)
Trust	10	($30,000.00)	($370,200.00)	($1,463,781.00)	NON-LEVY	($1,863,981.00)
Environmental Trust Fund	18	$0.00	$0.00	($25,000.00)	$0.00	($25,000.00)
Long Lake Conservation Center	19	($730,000.00)	$0.00	($188,500.00)	NON-LEVY	($918,500.00)
County Surveyor	11-939	$0.00	$0.00	($444,844.00)	NON-LEVY	($444,844.00)
Townships/Cities/ARDC/Ambulance	12	$0.00	$0.00	$0.00	($76,999.00)	($76,999.00)
Totals (Funds 4,10,11,12,18,19)		**($760,000.00)**	**($370,200.00)**	**($2,122,125.00)**	**($125,699.00)**	**($3,378,024.00)**
TOTAL		**($3,539,990.00)**	**($18,249,750.00)**	**($4,950,502.00)**	**($19,269,558.00)**	**($46,009,800.00)**

Board of County Commissioners Agenda Request

10E
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: 2025 Draft Aitkin County Legislative Priorities

☑ 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: Jessica Seibert	**Department:** Administration
Presenter (Name and Title): Jessica Seibert, County Administrator	**Estimated Time Needed:** 10 Min.

Summary of Issue:

The 2025 draft Aitkin County Legislative Priorities will be discussed with Commissioners. Staff seek feedback from Commissioners regarding proposed priorities and additional priorities to be added.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Direction requested.

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

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

2025 Aitkin County Legislative Priorities

Administration

1. Aitkin County supports promoting legislation that preserves tax base in response to increased property tax appeals, utility tax refunds, and potential "dark store" assessing practices.

Assessor

1. Simplification of the property tax system. We should support legislation that would reduce the number of classifications of property in Minnesota. When assessors spend lots of time classifying property, they have less time available to value property. The complexity makes the system difficult for most people to understand. After recent legislative changes, Minnesota now has a total of 68 classifications which is the most of any State in the US.

2. Increased safety of field employees. Change State Law to grant assessors access to location data of more predatory offenders. Field staff are required to do physical inspections of all real estate in the county. Not knowing where dangerous criminals live puts staff in the field at risk.

3. Change the Disabled Veterans Market Value Exclusion to a state administered refund program. If this change would take place, the costs of the program would be spread over the whole State instead of shifting the tax burden on local governments.

4. Any new program mandated by the State should be funded by the State.

Attorney's Office

1. Additional sustainable (on-going) funding for County Attorney's Offices in greater Minnesota to help increase County Attorney's Office staff wages and salaries so that they can be competitive with the new State Public Defender's wages and salaries.

2. Additional sustainable (on-going) funding for County Attorney's Offices for child protection.

3. Additional sustainable (on-going) funding for County Attorney's Offices for the state judiciary's shift of a substantial amount of court administration duties to the County Attorney's Offices.

4. Increased penalties for damage to public property and critical infrastructure.

Community Corrections

1. County of Financial Responsibility - Placements made by a county that is not the county of residence under Minn. Stats. 260B, are often billed back to the county of residence. We support clarifying state law to align county of financial responsibility with responsibility for assessing a juvenile's needs and determining placement both pre and post disposition. Simply stated, the county making the placement decision should be responsible for placement costs.

2. Juvenile Rule 20 Support and Mental Health - Support the reduction of costs for counties while ensuring that Minnesota's children receive the necessary supports. Targeted state funding to alleviate the costs associated with Rule 20 juveniles, including competency evaluations and mental health treatment. The expansion of Medicaid waivers to cover mental health services, intervention programs, and enhancing training for community supervision staff. Create a pathway to juvenile competency attainment and creation of services to provide support to youth during the delinquency process.

3. Juvenile Delinquency - Support investments by the state in juvenile detention alternatives prior to changing juvenile detention policies. Changes to juvenile detention policies must include collaboration and input from stakeholders including counties that run juvenile detention facilities. Any enacted legislation should include consideration of exceptions related to serious offenses.

4. Mental Health Supports - An increase in mental health services is necessary throughout the state, and particularly in rural Minnesota. A gap in services exists for individuals that exhibit high-risk behaviors due to mental health conditions. An expansion in placement and program options is necessary to ensure that individuals are not incarcerated due to lack of mental health services.

5. State Funding for New Legislation - Policies and laws enacted by the state legislature must include adequate, ongoing state resources to support service delivery related to those policies. State funding and support for improved data infrastructure necessary to provide information on outcomes of supervision. The creation of consistent statewide standards for data collection through the current database, CSTS, in order to ensure consistent data standards and regular collection and analysis of data.

6. Recruitment and Retention of Community Supervision Staff - Efforts both locally and at a statewide level to increase effective recruitment and retention of community supervision staff.

Economic Development

1. Support legislation that emphasizes Broadband development in rural areas, under-served and un-served areas. Continue to make Broadband improvement a state priority by increasing funding to Border-to-Border program. This includes broadband-based economic development and digital equity strategies, so the highest possible value is gained from broadband infrastructure investment. Aitkin County supports the existing prevailing wage exemption for broadband infrastructure projects.

2. Prioritize funding allocated for housing developments that solve the market rate and workforce housing shortages in rural counties. Allocation of funding should transition from homeowner to developer-focused incentives.

3. Support the promotion of outdoor recreation in the rural counties by continuing to advocate for the programs offered by Explore Minnesota.

4. Sustain and expand workforce development programs that offer vocational and specialized trade training for all age groups. Increase funding for high school vocational training laboratories and apprenticeship opportunities to enhance these programs further.

5. Increase programming to develop entrepreneurial business expansion in rural counties.

6. Advocate for increased funding to support both new and existing childcare providers. Offer incentives for at-home remodels and licensing fees to help new providers get started. For existing providers, expand programs that fund equipment upgrades and provide staffing support. Ensure that current funding is allocated effectively to reach the providers directly, not just the families.

Environmental Services

1. Aitkin County and MACPZA support county autonomy and immunity from a mandatory statewide building code due to the foreseeable impacts of funding such a program, logistical capacity, and limited workforce to fulfill this obligation.

2. Aitkin County and MACPZA support addressing solar and wind system end of life handling, including full decommissioning, to ensure the financial burden does not fall onto local governments and local taxpayers who may or may not have benefitted from the solar energy generated.

3. Aitkin County and MACPZA supports state (DNR) assistance with implementation of regional executive boards to address aquatic invasive species challenges and meet minimum standards developed by MAIRSC, MNDNR, MACPZA, and MLR.

4. Aitkin County and SWAA support allocating 100 percent of the revenue generated by the Solid Waste Management Tax (SWMT) to state and county waste management activities, including increased funding for SCORE (Governor's Select Committee on Recycling and the Environment) grants to counties.

5. Aitkin County and SWAA support bonding requests for proposed solid waste management projects as a partial match to the funds that counties invest in infrastructure for safe, environmentally sound management of solid wastes in response to state mandates and goals.

6. Aitkin County and SWAA support Extended Producer Responsibility (EPR) to include improved product stewardship among manufacturers, retailers, and consumers and which creates producer-led material and toxicity reductions, reuse, repair, and recycling programs. These programs must include transparency and accountability measures, maximize use of existing infrastructure, and provide local governments with a voluntary role in development and implementation.

Health & Human Services

1. Support legislation for System Modernization which would include the main computer systems for HHS staff. (Maxis, METS, Prism, SSIS) Legislation should include funds to cover county costs associated with DHS investments. Support legislation of an innovation fund for counties to co-develop collaborative solutions.

2. Support legislation for eliminating the county cost for all adults that are in DNMC status (do not meet medical criteria) when currently in a state operated facility awaiting transfer to another state operated facility.

3. Support legislation for MnCHOICES reassessment simplification in situations where clients have not had a change in needs and do not wish to pursue any changes in service. This will focus resources on new assessment needs and will improve access for all clients.

4. Support legislation to establish children mental health initiatives similar to the already existing adult mental health initiatives. This would provide funding to counties to develop community based mental health services for youth. Community based services will help youth remain in their home communities and schools and potentially prevent the need for higher level of care.

5. Support legislation to provide local counties with additional funding for cannabis prevention to assist with needed technical assistance, address low edibles and ensure community education.

6. Support legislation to provide counties with sustainable funding to meet the requirements of the new public health foundational capabilities.

Highway Department

1. Local Road Improvement Program/Local Bridge Bonding Program -
   Aitkin County supports immediate funding of the Local Road Improvement Program and the Local Bridge Bonding Program to fund regionally significant local road and bridge projects throughout the state.

Human Resources

1. Change the frequency of reporting for pay equity from every three years to every five years.

2. Simplify the process and shorten the timeline (no longer than 6 months) for Minnesota counties who are interested in exiting the Minnesota Merit System. Allow counties to exit at any time throughout the calendar year.

3. Clearly state in the law that County Boards (and city/township/school) are allowed to discuss non-union wages and benefits in closed session, in addition to union negotiations strategy.

4. Aitkin County supports legislation that would allow data to be shared between county departments giving appraisers and other field staff advance notice of potentially dangerous properties when working in the field.

Land Department

1. Support Outdoor School for All Minnesota legislation. This is a grant that would fund a three-day, two-night immersive nature experience for every fourth through eighth grade student. This would include all programming fees, transportation and ancillary costs such as teacher stipends, thus making these trips entirely free to students and schools.

2. Sustainable funding for rehabilitation of tax forfeited property with blight issues.

3. Aitkin County supports dedicated state funding to local government units for beaver control and opposes any legislation that would restrict type of trap used, trap size, and trap placement.

Recorder's Office

1. Aitkin County supports electronic submissions of well certificates through the Department of Health.

2. Aitkin opposes the addition of surcharges to the recording fee for non-recording activities and purposes.

3. Aitkin County supports statewide eRecording.

Sheriff's Office

1. Pursue legislation that would continue medical assistance payments for incarcerated individuals allowing for more mental health and chemical addiction treatment options, which may result in stabilization after release and reduced recidivism. (Federal program)

Treasurer's Office

1. Under Return of state fees - Suggest adding Marriage License fees to be retained by the county as the state receives most of the revenue but all the work is done in Treasurer's office.

2. Have Mobile Homes returned to tabs issued by the DMV rather than being taxed thru the property tax system or raising the value threshold for them to be taxed thru the property tax system.

Board of County Commissioners Agenda Request

10F
Agenda Item #

Requested Meeting Date: September 10, 2024

Title of Item: Administrator Updates

☑ 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: 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:

Is there a cost associated with this request? ☐ *Yes* ☑ *No*

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

Is this budgeted? ☐ *Yes* ☐ *No* *Please Explain:*

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

Aitkin County Board of Commissioners
Committee Reports Forms

11A
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)	Monthlv	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