



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: December 23, 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: **2554 564 0406**

Meeting Password: **7282**

9:00 a.m.

1) J. Mark Wedel, County Board Chair

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

9:50 a.m.

- E) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-7276 option 8 no later than 2:30 P.M. on the Friday 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-**
December 17, 2024 - December 22, 2024
 - B) Approve County Board Minutes-**
December 17, 2024
 - C) Approve Manual Warrants/Voids/Corrections-**
ELAN 12.05.24
 - D) Approve Auditor Vouchers-**
Auditor Warrants 12.13.24
 - E) Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 12.13.24
 - F) Adopt Resolution-**
County Liquor and 3.2% Malt Liquor Licenses for 2025
 - G) Adopt Resolution-**
Aitkin County Child Abuse Prevention Council Donation
 - H) Adopt Resolution-**
Appoint MCIS Board Members
 - I) Approve Commissioner's Vouchers**
Commissioner Warrants 12.20.24
 - J) Adopt Resolution-**
Set Date and Time of 2025 Timber Auctions
 - K) Approve-**
2025 Natural Resources Advisory Committee Appointments
 - L) Approve-**
Personnel Committee Recommendation - Promotion to AC Attorney III

9:50 a.m.

- 3) Jessica Seibert – County Administrator**
 - A) Adopt Resolution - Making County Auditor an Appointed Position**
 - B) Adopt Resolution - Appointing Interim County Auditor**
 - C) Adopt Resolution - 2025 Budget Resolutions**
 - D) Administrator Updates**

10:15 a.m.

- 4) Board of Commissioners**
 - A) Commissioner Committee Reports**

ADJOURN



AITKIN COUNTY BOARD OF COMMISSIONERS

December 17, 2024

3:15 p.m.

Government Center Board Room

Regular Session Minutes

1.A **CALL TO ORDER**

Chair Wedel called the meeting to order at 3:14 p.m.

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

1.B **PLEDGE OF ALLEGIANCE**

1.C **APPROVAL OF AGENDA**

Motion to: Approve the agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska

1.D **Citizens Public Comment - None**

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Laurie Westerlund

A) Correspondence File-

November 26, 2024 - December 16, 2024

B) Approve County Board Minutes-

November 26, 2024

C) Approve Electronic Funds Transfers

Total	\$4,980,789.94
--------------	----------------

D) Approve Auditor Vouchers-

Auditor Warrants 11.22.24

General	\$48,000.00	R&B	\$114,720.58			Total	\$162,720.58
---------	-------------	-----	--------------	--	--	--------------	--------------

E) Approve-

Committee of the Whole minutes - November 21, 2024

F) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 11.27.24

General	\$1,964.01	Trust	\$5,168.00	Taxes	\$342.00	Total	\$7,474.01
---------	------------	-------	------------	-------	----------	--------------	------------

G) Approve Manual Warrants/Voids/Corrections-

ELAN 11.07.24

General	\$5,424.34	Trust	\$87.99	LLCC	\$42.27	HHS	\$1,854.81	Total	\$7,409.41
---------	------------	-------	---------	------	---------	-----	------------	--------------	------------

H) Adopt Resolution-

Aitkin County Electronic Funds Policy/Procedure

I) Adopt Resolution-
Reaffirming Change/Petty Cash Funds

J) Approve-
Fee Schedule Amendment

K) Approve Commissioner's Vouchers
Commissioner Warrants 12.06.24

General	\$424,602.24	Reserves	\$197.48	R&B	\$67,743.66	HHS	\$21,501.48
Trust	\$7,358.48	Forest	\$58.68	Taxes	\$4,136.64	LLCC	\$5,833.31
Parks	\$9,057.32	Opioid	\$1,000.00			Total	\$541,489.29

L) Adopt Resolution-
Application for Grant-in-Aid ATV trail maintenance funds

M) Adopt Resolution-
Soo Line Crossing Easement

N) Approve-
Affidavit for Duplicate of Lost Warrant

O) Approve-
JPA with Aitkin Township

P) Approve-
JPA with Balsam Township

Q) Approve-
JPA with Shamrock Township

R) Approve-
JPA with Turner Township

S) Approve-
JPA with Rice River Township

T) Approve-
JPA with Beaver Township

U) Approve-
JPA with Hill Lake Township

V) Approve-
JPA with Workman Township

W) Approve-
JPA with Hazelton Township

X) Approve-
JPA with White Pine Township

Y) Approve-
JPA with Millward Township

Z) Adopt Resolution-
McGregor Airport Commission Appointments

AA) Approve Manual Warrants/Voids/Corrections-
ELAN 11.21.24

General	\$2,735.35	Reserves	\$608.00	Trust	\$3,306.21	LLCC	\$10.40
R&B	\$821.59	HHS	\$1,219.48			Total	\$8,701.03

AB) Adopt Resolution-
County On and Sunday Sale Liquor License - North Café, Inc.

AC) Adopt Resolution-
County Liquor and 3.2% Malt Liquor Licenses for 2025

AD) Adopt Resolution-
Julie Scheid application to repurchase tax-forfeited property

AE) Approve-
Appointment of Resident HRA Commissioner

AF) Approve Auditor Vouchers-
Auditor Warrants - Sales/Use and Diesel Tax for November 2024

General	\$93.99	R&B	\$580.38	Trust	\$36.99	LLCC	\$170.59
Parks	\$61.86					Total	\$943.81

AG) Approve-
Authorize County Administrator to Approve Year End Matters

AH) Approve-
Affidavit for Duplicate of Lost Warrant - Hoppe

- AI) Adopt Resolution-**
Award Contract 20255
- AJ) Approve-**
JPA with Idun Township
- AK) Approve-**
JPA with Seavey Township
- AL) Approve-**
JPA with Haugen Township
- AM) Approve-**
JPA with Cornish Township
- AN) Approve-**
JPA with Lakeside Township
- AO) INFORMATIONAL ONLY**
224 Squad-Trade in

Regular Agenda

3A Sarah Pratt – Health & Human Services Director

Motion to:

Approve Widseth Contract - H&HS Building Remodel

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska

4A Andrew Carlstrom – Environmental Services Director

Motion to:

Approve Appointment for District 4 Board of Adjustment

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska Approved appointment of Mr. Greg Newman

Andrew Carlstrom – Environmental Services Director

4B **Motion to:**

Approve Appointment for District 3 Board of Adjustment

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund Approved appointment of Mr. Charlie Christiansen

5A Kathleen Ryan – Chief Financial Officer

Motion to:

Approve AIS Agreement with Aitkin SWCD

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Michael Kearney

6A Mark Jeffers – Economic Development Coordinator

Motion to:

Consider Funding Request - ISD #1

RESULT:	Motion made to deny funding request
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Michael Kearney

6B Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Revolving Loan Fund

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund

7A Dan Guida – County Sheriff

Motion to:

Approve Purchase Transport Vehicle

Motion made to add purchase to 2025 Capital Improvement Plan

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Laurie Westerlund

7B Dan Guida – County Sheriff

Motion to:

Approve Purchase of 2025 Alaskan Boat

Motion made to add purchase to 2025 Capital Improvement Plan

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Laurie Westerlund

8A Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Commissioner Salary

RESULT: APPROVED (3 TO 2)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Travis Leiviska

Commissioners Sample and Kearney voting No

8B Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Elected Officials 2025 Salaries

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

8C Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Appropriations

as amended with \$55,000 to CARE

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Bret Sample

8D Jessica Seibert – County Administrator

Motion to:

Approve 5-Year Capital Plan

as amended with addition of 2 items from Sheriff's Department

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Bret Sample

8E Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2024 Reserve Requests

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney

8F Jessica Seibert – County Administrator

Direction Requested

2025 Final Budget Discussion - Direction Requested

RESULT:

MOVER:

SECONDER:

8G Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Strategic planning, AMC Annual Conference, Facilities, Year-End Business, Regular 1:1s

8H Jessica Seibert – County Administrator
Public Hearing - County Auditor -scheduled at 5:00 PM

PUBLIC HEARING:
Open: 5:01 PM
Public Comment: Julie Lueck, Aitkin County Resident.
Jennifer Cummings, Aitkin County Resident.
Tara Snyder, Aitkin County Recorder.
Closed: 5:12 PM

9A Board of Commissioners

Informational Only

Commissioner Committee Reports

AMC Annual Conference, Planning Commission, Business Owners meetings, Economic Development, MCIT, Northern Countries Land Use Coordinating Board, Aitkin Airport Commission

Motion to Adjourn

Motion made at 5:25 p.m.

MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Travis Leiviska
Next Meeting: **Monday, December 23, 2024**

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

Jessica Seibert
County Administrator

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5462 Bremer Bank (Elan ACH)							
13	01-200-000-0000-6205		59.40	EVIDENCE TO BCA	011294	Postage	N
12	01-200-003-0000-6335		15.35	JEN O TRIAD MEETING	032474	Gas/Vehicle Fuel Charges	N
9	01-252-252-0000-6465		73.50	WASHCLOTHS & BATH TOWELS	044174	Inmate Welfare Supplies	N
17	01-100-196-0000-6266		6.40	GOODREADER	190880378234	Data Processing/Computer Services	N
8	01-200-003-0000-6241		300.00	#217 MSA WINTER CONFERENCE	2011	Registration Fee	N
11	01-254-003-0000-6335		18.50	TINA/JOHN RADIO TRAINING	2399952	Gas/Vehicle Fuel Charges	N
5	01-043-000-0000-6360		20.00	CHATGPT SUBSCRIPTION	29816	Services, Labor, Contracts, GIS Mapping	N
6	01-001-000-0000-6332		121.06	HOTEL STAY FOR ARDC MEETING	3014	Hotel / Motel Lodging	N
				11/20/2024 11/21/2024			
2	01-049-000-0000-6266		69.00	SHODAN NOVEMBER	3AE6D118C-0011	Software Fees/License Fees	N
14	01-200-000-0000-6302		38.45	#206 WIPERS	40250772	Vehicle Maintenance	N
4	01-043-000-0000-6240		35.75	MN BOARD OF ASSESSORS	69204	Dues & License Renewal	N
19	01-110-000-0000-6570		109.50	FUEL, SWEEPER, SNOW EQUIPMENT	80776	Motor Fuel & Lubricants	N
1	01-391-000-0000-6268		380.00-	CLASS CANCELLATION	886721	Staff Training, Development	N
7	01-122-000-0000-6268		145.00	CONTINUING ED -KT	888940	Staff Training, Development	N
18	01-257-251-0000-6330		265.84	HOTEL-EBP FACILITATION TRN(CD)	956469347 RM226	Mileage	N
				11/18/2024 11/22/2024			
16	01-200-000-0000-6360		5.00	SPYPOINT 2ND CAM SUB	CE486A8D-0029	Services, Labor, Contracts	N
15	01-200-000-0000-6360		5.00	SPYPOINT SUB	CE486A8D-0030	Services, Labor, Contracts	N
3	01-122-000-0000-6360		15.99	MONTHLY ZOOM CONTRACT	INV282024637	Services, Labor, Contracts	N
				11/22/2024 12/21/2024			
10	01-200-000-0000-6360		19.99	DROPBOX SUB	VDDNXL9XLZW	Services, Labor, Contracts	N
				11/15/2024 12/15/2024			
5462 Bremer Bank (Elan ACH)			943.73	19 Transactions			
1 Fund Total:			943.73	General Fund	1 Vendors	19 Transactions	
Final Total:			943.73	1 Vendors	19 Transactions		

WLB1
12/18/24 2:50PM

Aitkin County



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

3 Road & Bridge

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	5462 Bremer Bank (Elan ACH) 03-303-000-0000-6268		20.00	BOILER LICENSE-BOBENMOYER	IMS4214193	Staff Training, Development	N
	5462 Bremer Bank (Elan ACH)		20.00	1 Transactions			
3 Fund Total:			20.00	Road & Bridge	1 Vendors	1 Transactions	
Final Total:			20.00	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	20.00	Road & Bridge
All Funds	20.00	Total

Approved by,

.....

.....

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	943.73	General Fund
All Funds		943.73	Total

Approved by,

.....

.....

Total Elan Paid 12.5.24 = \$963.73

WLB1
12/12/24 8:43AM

Aitkin County



2D

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLB1
12/12/24 8:43AM

Aitkin County



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

3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT		R&B Capital Infrastructure			
	9641 S & R REINFORCING, INC.					
	03-307-000-0000-6262		41,151.46	CONT 20241 PMT 7	CONT 20241 PMT 7	Contract Payments N
	9641 S & R REINFORCING, INC.		41,151.46	1 Transactions		
307	DEPT Total:		41,151.46	R&B Capital Infrastructure	1 Vendors	1 Transactions
3	Fund Total:		41,151.46	Road & Bridge		1 Transactions
	Final Total:		41,151.46	1 Vendors	1 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	41,151.46	Road & Bridge
	All Funds	41,151.46	Total

Approved by,

.....

.....

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
6	780 Bremer Bank 01-040-000-0000-5081		0.03	MTG REG - NOVEMBER	NOV 2024	Mortgage Registry-3%	N
	780 Bremer Bank		0.03	1 Transactions			
3	8410 Bremer Bank 01-044-904-0000-6360		14.86	WEX MED FLEX 2024	11/28/2024	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		36.99	WEX MED FLEX 2024	11/29/2024	Flex Plan Withdrawals	N
7	01-044-904-0000-6360		37.93	MED FSA CLAIMS 2024	12/05/2024	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		296.15	MED FSA CLAIMS 2024	12/06/2024	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		52.50	MED FSA CLAIMS 2024	12/08/2024	Flex Plan Withdrawals	N
10	01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2024	12/09/2024	Flex Plan Withdrawals	N
11	01-044-904-0000-6360		155.47	MED FSA CLAIMS 2024	12/11/2024	Flex Plan Withdrawals	N
	8410 Bremer Bank		802.24	7 Transactions			
1 Fund Total:			802.27	General Fund	2 Vendors	8 Transactions	

KMR1
 12/13/24 9:24AM
 9 State

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	780 Bremer Bank						
5	09-000-000-0000-2025		48,891.63	DEED TAX - NOVEMBER	NOV 2024	State's Share Of Deed Tax (97%)	N
4	09-000-000-0000-2026		35,354.78	MTG REG - NOVEMBER	NOV 2024	State Share Of Mortgage Registry (97%)	N
	780 Bremer Bank		84,246.41				
				2 Transactions			
9 Fund Total:			84,246.41	State		1 Vendors	2 Transactions

KMR1

12/13/24

9:24AM

Aitkin County



19 Long Lake Conservation Cen

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

Page 4

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	8410 Bremer Bank 19-522-000-0000-6267		61.40	CC TOTAL FEES NOVEMBER	461201217886	Credit Card Fees	N
	8410 Bremer Bank		61.40	1 Transactions			
19 Fund Total:			61.40	Long Lake Conservation Center	1 Vendors	1 Transactions	
Final Total:			85,110.08	4 Vendors	11 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	802.27	General Fund
9	84,246.41	State
19	61.40	Long Lake Conservation Center
All Funds	85,110.08	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: County Liquor and 3.2% Malt Liquor Licenses for 2025

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Christy M. Bishop		Department: Auditor
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: <p style="text-align: center;">Applications for County Combination Liquor License Renewal for 2025 for The Blue Moose on the Lake, Inc. dba The Blue Moose on the Lake located at 48493 Lily Avenue McGregor, MN 55760 - Shamrock Township Application subject to completion of all paperwork and all signatures that are required.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: <p style="text-align: center;">Resolution to approve Liquor Licenses, subject to completion of all documents and required signatures.</p>		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

County Liquor License - 2025

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

WHEREAS, license is valid effective January 1, 2025 through the period ending December 31, 2025.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2025 through December 31, 2025

“ON, “OFF” and SUNDAY” Sale:

The Blue Moose on the Lake Inc., d/b/a **The Blue Moose on the Lake** – Shamrock Township
This establishment has an address of 48493 Lily Avenue, McGregor, MN 55760

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December, 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2G

Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Aitkin County Child Abuse Prevention Council Donation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Sarah Pratt		Department: H&HS
Presenter (Name and Title): Sarah Pratt, Director		Estimated Time Needed:
Summary of Issue: <p>The Aitkin County Child Abuse Prevention Council would like to make a donation of \$2,000 to the Child and Family Services Unit's Special Kids Fund. This fund was created many years ago by a community member to assist youth with any special needs they may have but the family cannot afford. Some examples of ways this money has been spent in the past include sporting equipment such as shoes, clothing, gear, cap/gown for graduation, driver's ed expenses, camp fees, and other membership fees. This fund allows kids to get a positive opportunity they may not have otherwise received. We no longer receive money towards this fund from the community member who started it and this donation would allow us to continue this Fund and help more children in need.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting this donation.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

AITKIN COUNTY CHILD ABUSE PREVENTION COUNCIL DONATION

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:

<u>Name of Donor</u>	<u>Amount</u>
Aitkin County Child Abuse Prevention Council	\$2,000.00

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
Aitkin County Child Abuse Prevention Council	\$2,000.00 to the Special Kids Fund

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Appoint MCIS Board Members

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Mike Dangers, County Assessor		Department: Assessor
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>The computer system that runs our payroll, property taxes, and valuation of property in Aitkin County is provided by Minnesota Counties Information Systems, also known as MCIS (pronounced em-sis).</p> <p>MCIS is a governmental organization, established in 1975 as a joint powers under MN Statutes §471.59. There are twelve (12) "Full" members and four (4) "Associate" members. A "Full Member" is a governmental unit who participates fully in the joint powers agreement, and has a vote on the MCIS Board. An "Associate Member" is a governmental unit purchasing services from MCIS through an executed service agreement, but are not signatories to joint powers agreement and has no voting rights on the MCIS Board.</p> <p>Aitkin County has been a Full member county since 1986. Member counties appoint staff to be MCIS Board members with Auditors, Treasurers, Assessors, and a Recorder representing them as primary members. Kirk Peysar is our primary member on the MCIS Board, and Lori Grams and Mike Dangers are alternate Board members. Since Kirk is retiring, the County Board needs to appoint new representatives.</p> <p>Please see the attached draft resolution.</p>		
Alternatives, Options, Effects on Others/Comments: <p>The staff listed in the resolution are willing and able to be Board members. The County Board could consider other staff to fill these roles.</p>		
Recommended Action/Motion: <p>Pass the attached resolution as written.</p>		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p>		

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Resolution Approving Appointments to the Minnesota Counties Information Systems Board

WHEREAS, Aitkin County is a member of Minnesota Counties Information Systems (MCIS).

WHEREAS, Each member must appoint representatives to the Minnesota Counties Information Systems Board, including a primary representative and up to 2 alternate representatives.

WHEREAS, Kirk Peysar is currently serving as the primary MCIS Board member and Lori Grams and Mike Dangers are currently the 2 alternate representatives.

WHEREAS, Kirk Peysar will soon be retiring from employment at Aitkin County.

NOW THEREFORE BE IT RESOLVED, that effective January 1, 2025, the Aitkin County Board of Commissioners approves the appointment of Lori Grams, Aitkin County Treasurer as the primary representative and Chris Sutch, IT Director as an alternate representative and Mike Dangers, County Assessor as an alternate representative to the Minnesota Counties Information Systems Board.

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

WLB1
12/17/24

4:04PM

Aitkin County



21

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		76.50	INVOICE 1027031 12/04/2024 12/04/2024	1437115	Printing, Publishing & Adv	Y
	01-001-000-0000-6230		76.50	INVOICE 1027958 12/11/2024 12/11/2024	1438132	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		153.00	2 Transactions			
248	Association of Mn Counties 01-001-000-0000-6241		1,200.00	CONF REG. FOR (3)COMMISSIONERS 12/09/2024 12/11/2024	256/296/328	Registration Fee	N
248	Association of Mn Counties		1,200.00	1 Transactions			
10119	Kearney/Michael 01-001-000-0000-6330		342.37	KEARNEY MILEAGE JULY 2024 07/09/2024 07/23/2024	12102024	Transportation/Travel/Parking	N
	01-001-000-0000-6335		660.62	KEARNEY MILEAGE AUG. 2024 08/01/2024 08/29/2024	12102024	Gas/Vehicle Fuel Charges	N
	01-001-000-0000-6335		659.28	KEARNEY MILEAGE SEPT. 2024	12102024	Gas/Vehicle Fuel Charges	N
10119	Kearney/Michael		1,662.27	3 Transactions			
3334	MCIT 01-001-000-0000-6171		370.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		370.00-	1 Transactions			
1	DEPT Total:		2,645.27	Commissioners	4 Vendors	7 Transactions	
12	DEPT			Court Administration			
86222	Aitkin Independent Age 01-012-000-0000-6360		291.13	SUMMONS NOTICE 01-JV-24-720 11/13/2024 11/13/2024	1429096	Services, Labor, Contracts	Y
86222	Aitkin Independent Age		291.13	1 Transactions			
11634	Gammello & Pearson PLLC 01-012-000-0000-6263		227.70	01-JV-24-201 11/01/2024 11/30/2024	1012714	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	01-P4-05-000433 11/01/2024 11/30/2024	102710	Contract Legal Services	Y
	01-012-000-0000-6263		30.00	01-P5-96-000464	102711	Contract Legal Services	Y

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-012-000-0000-6263		15.00	11/01/2024 11/30/2024 01-PR-23-834	102712	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	11/01/2024 11/30/2024 01-FA-18-1057	102715	Contract Legal Services	Y
	01-012-000-0000-6263		165.00	11/01/2024 11/30/2024 01-PR-24-327	102716	Contract Legal Services	Y
	01-012-000-0000-6263		45.00	11/01/2024 11/30/2024 01-P3-97-53	102719	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	11/01/2024 11/30/2024 01-P0-05-000137	102720	Contract Legal Services	Y
11634	Gammello & Pearson PLLC		527.70		8 Transactions		
1976	Haberkorn & Bright Law Offices, LTD						
	01-012-000-0000-6263		772.50	01-JV-24-705	5363	Contract Legal Services	Y
	01-012-000-0000-6263		787.50	01-JV-24-706	5364	Contract Legal Services	Y
	01-012-000-0000-6263		735.00	01-JV-24-333	5370	Contract Legal Services	Y
	01-012-000-0000-6263		367.50	01-JV-23-729	5374	Contract Legal Services	Y
	01-012-000-0000-6263		217.50	01-JV-24-333	5375	Contract Legal Services	Y
	01-012-000-0000-6263		1,575.00	01-JV-23-825	5377	Contract Legal Services	Y
	01-012-000-0000-6263		787.50	01-FA-12-597	5379	Contract Legal Services	Y
	01-012-000-0000-6263		2,257.50	01-JV-23-341	5380	Contract Legal Services	Y
1976	Haberkorn & Bright Law Offices, LTD		7,500.00		8 Transactions		
9046	Loffler Companies, Inc.						
	01-012-000-0000-6220		22.03	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-012-000-0000-6220		22.05	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		44.08		2 Transactions		
12	DEPT Total:		8,362.91	Court Administration	4 Vendors	19 Transactions	
40	DEPT			Auditor			
1333	Dell Marketing L.P.						
	01-040-000-0000-6480		1,480.34	DELL LATITUDE 5550 - WB	10787280256	Small Furniture/Equipment	N
1333	Dell Marketing L.P.		1,480.34		1 Transactions		
9046	Loffler Companies, Inc.						

Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-040-000-0000-6220			44.06	MONTHLY TELEPHONE	10/01/2024 10/31/2024	4821439		Telephone		N
		01-040-021-0000-6220			22.03	MONTHLY TELEPHONE	10/01/2024 10/31/2024	4821439		Telephone		N
		01-040-000-0000-6220			44.10	MONTHLY TELEPHONE	11/01/2024 11/30/2024	4878338		Telephone		N
		01-040-021-0000-6220			22.05	MONTHLY TELEPHONE	11/01/2024 11/30/2024	4878338		Telephone		N
9046	Loffler Companies, Inc.				132.24		4 Transactions					
6108	MACO											
		01-040-000-0000-6241			300.00	2025 MACO ANNUAL CONF.		200003587		Registration Fee		N
6108	MACO				300.00		1 Transactions					
14071	Marco Technologies LLC											
		01-040-000-0000-6266			38.00	OFFICE 365 SUBSCRIPTION		INV12998861		Data Processing/Computer Services		Y
14071	Marco Technologies LLC				38.00		1 Transactions					
3334	MCIT											
		01-040-000-0000-6171			14.20	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation		N
		01-040-021-0000-6171			5.20	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation		N
3334	MCIT				19.40		2 Transactions					
9691	The Master's Touch, LLC											
		01-040-000-0000-6205			244.33	2025 TNT NOTICES POSTAGE		P92456		Postage		N
9691	The Master's Touch, LLC				244.33		1 Transactions					
86235	The Office Shop Inc											
		01-040-000-0000-6405			25.91	SHREDDER BAGS		1149309-0		Office Supplies		N
		01-040-021-0000-6405			33.11	OFFICE SUPPLIES		333926-0		Office Supplies		N
86235	The Office Shop Inc				59.02		2 Transactions					
40	DEPT Total:				2,273.33	Auditor		7 Vendors		12 Transactions		
42	DEPT					Treasurer						
9562	Advanced Business Methods, Inc.											
		01-042-000-0000-6342			122.23	C130369-01, TREAS. CANON C3935		AR1860899		Office Equipment Rental/Contracts		N
9562	Advanced Business Methods, Inc.				122.23		1 Transactions					

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9561	Amazon Business						
	01-042-000-0000-6405		127.12	LAM. PCHS/MOUSE/LEAD/CD P. ETC	17C7-PG4T-9GQ9	Office Supplies	N
	01-042-000-0000-6405		54.87	DESK LAMP, COPY STAMP, BASKETS	1MV6-XDNR-6L97	Office Supplies	N
	01-042-000-0000-6405		23.95	2 HOLE PUNCH FOR KATIE'S DESK	1TP4-PY1R-R44W	Office Supplies	N
9561	Amazon Business		205.94	3 Transactions			
11603	Girard's Business Solutions,Inc.						
	01-042-000-0000-6342		496.00	SCANNER, CANON CR190I II 02/01/2025 01/31/2026	2501AITCOU	Office Equipment Rental/Contracts	N
11603	Girard's Business Solutions,Inc.		496.00	1 Transactions			
9046	Loffler Companies, Inc.						
	01-042-000-0000-6220		22.03	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-042-000-0000-6220		22.05	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		44.08	2 Transactions			
3334	MCIT						
	01-042-000-0000-6171		7.66	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		7.66	1 Transactions			
9691	The Master's Touch, LLC						
	01-042-000-0000-6360		5,227.52	2025 TNT NOTICES	92456	Services, Labor, Contracts	N
9691	The Master's Touch, LLC		5,227.52	1 Transactions			
86235	The Office Shop Inc						
	01-042-000-0000-6405		239.98	TONER FOR CANON IN BACK	1148832-0	Office Supplies	N
	01-042-000-0000-6342		42.75	LABOR, TONER, PARTS COPY CONTR	334189-0	Office Equipment Rental/Contracts	N
	01-042-000-0000-6405		27.62	PAPER, ENVELOPE #10, NOTES POP	334228-0	Office Supplies	N
86235	The Office Shop Inc		310.35	3 Transactions			
10930	Tidholm Productions						
	01-042-000-0000-6405		1,152.00	#10 WINDOW ENVELOPES 10,000	43896671	Office Supplies	Y
10930	Tidholm Productions		1,152.00	1 Transactions			
42	DEPT Total:		7,565.78	Treasurer	8 Vendors	13 Transactions	

43 DEPT

Assessor

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10452	AT&T Mobility 01-043-000-0000-6220		317.53	ASSESSORS IPAD SERVICE	287298660812	Telephone	N
10452	AT&T Mobility		317.53	1 Transactions			
9046	Loffler Companies, Inc. 01-043-000-0000-6220		60.59	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-043-000-0000-6220		60.64	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		121.23	2 Transactions			
9825	McGregor Print Pros, LLC 01-043-000-0000-6405		17.00	SAFETY VEST LOGO	4386	Office Supplies	Y
9825	McGregor Print Pros, LLC		17.00	1 Transactions			
3334	MCIT 01-043-000-0000-6171		208.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-043-000-0000-6171		6.60	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-043-000-0000-6171		1,377.59	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		1,176.19	3 Transactions			
3810	Paulbeck's County Market 01-043-000-0000-6335		415.76	ASSESSOR FUEL CHARGES	9277327	Gas/Vehicle Fuel Charges	N
3810	Paulbeck's County Market		415.76	1 Transactions			
43	DEPT Total:		2,047.71	Assessor	5 Vendors	8 Transactions	
44	DEPT			Central Services			
9046	Loffler Companies, Inc. 01-044-000-0000-6220		38.56	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-044-000-0000-6220		38.59	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		77.15	2 Transactions			
8691	Northland Hydraulic Service 01-044-100-0000-6800		850.00	2024 TAX ABATEMENT	57-0-002903	Tax Abatements	N
8691	Northland Hydraulic Service		850.00	1 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3336	Office Of MN. IT Services 01-044-000-0000-6266		1,338.65	WAN NOVEMBER 2024 11/01/2024 11/30/2024	DV24110318	Data Processing/Computer Services	N
3336	Office Of MN. IT Services		1,338.65	1 Transactions			
86235	The Office Shop Inc 01-044-000-0000-6342		461.57	CONTRACT CHARGES 8/09-11/12/24 08/09/2024 11/12/2024	333961-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		461.57	1 Transactions			
44	DEPT Total:		2,727.37	Central Services	4 Vendors	5 Transactions	
49	DEPT			Information Technologies			
9561	Amazon Business 01-049-000-0000-6405		34.74	BRADY LABELS	1339-JNNC-CHLL	Office Supplies (Non Computer)	N
	01-049-000-0000-6405		48.80	10 PACK HEADPHONES	1FTH-6JVK-9GQJ	Office Supplies (Non Computer)	N
	01-049-000-0000-6405		259.00	SAVI 8245 HEADSET	1GDF-XGH9-4FPL	Office Supplies (Non Computer)	N
9561	Amazon Business		342.54	3 Transactions			
10452	AT&T Mobility 01-049-000-0000-6220		49.92	IT CELL PHONE	287322433519X120	Telephone	N
10452	AT&T Mobility		49.92	1 Transactions			
5893	CTC - 446126 01-049-000-0000-6283		155.00	GUEST WIFI MONTHLY	21498526	Programming, Services, Contracts	N
5893	CTC - 446126		155.00	1 Transactions			
10231	eGoldfax 01-049-000-0000-6266		207.61	EGOLD FAX MONTHLY	EGOLD-12093502	Software Fees/License Fees	N
10231	eGoldfax		207.61	1 Transactions			
9046	Loffler Companies, Inc. 01-049-000-0000-6220		38.56	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-049-000-0000-6220		38.59	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		77.15	2 Transactions			
14071	Marco Technologies LLC						

Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-049-000-0000-6266		1,890.35	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y
	01-049-000-0000-6266		7,232.60	ZIX ANNUAL	INV13078696	Software Fees/License Fees	Y
14071	Marco Technologies LLC		9,122.95	2 Transactions			
3334	MCIT						
	01-049-000-0000-6171		13.50	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		13.50	1 Transactions			
9930	SHI International Corp.						
	01-049-000-0000-6485		976.00	GROUNDING BUS BAR 4	B19038517	Computer/Technology Supplies	N
9930	SHI International Corp.		976.00	1 Transactions			
49	DEPT Total:		10,944.67	Information Technologies	8 Vendors	12 Transactions	
52	DEPT			Administration			
248	Association of Mn Counties						
	01-052-000-0000-6241		400.00	CONFERENCE REGISTRATION	79096	Registration Fee	N
				12/09/2024 12/11/2024			
248	Association of Mn Counties		400.00	1 Transactions			
9046	Loffler Companies, Inc.						
	01-052-000-0000-6220		55.08	MONTHLY TELEPHONE	4821439	Telephone	N
				10/01/2024 10/31/2024			
	01-052-000-0000-6220		55.13	MONTHLY TELEPHONE	4878338	Telephone	N
				11/01/2024 11/30/2024			
9046	Loffler Companies, Inc.		110.21	2 Transactions			
3334	MCIT						
	01-052-000-0000-6171		6.21	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		6.21	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-052-000-0000-6263		337.00	PEMBERTON LAW NOV 2024 INVOICE	127-20146317	Contract Legal Services	Y
				11/14/2024 11/30/2024			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		337.00	1 Transactions			
52	DEPT Total:		853.42	Administration	4 Vendors	5 Transactions	

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
53	DEPT			Human Resources			
86222	Aitkin Independent Age						
	01-053-000-0000-6230		14.04	INVOICE 1022767 11/02/2024 11/02/2024	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		42.15	INVOICE 1023477 11/06/2024 11/09/2024	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		42.15	INVOICE 1024429 11/13/2024 11/16/2024	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		42.13	INVOICE 1025359 11/20/2024 11/23/2024	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		42.15	INVOICE 1026392 11/27/2024 11/30/2024	483648	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		182.62	5 Transactions			
9561	Amazon Business						
	01-053-000-0000-6405		84.15	OFFICE SUPPLIES FOR NIKKI	1MGT-6CHG-MCWX	Office Supplies	N
9561	Amazon Business		84.15	1 Transactions			
14948	DDA Human Resources Inc						
	01-053-000-0000-6360		175.00	JAIL NURSE CLASSIFICATION 03/19/2024 03/19/2024	00000739	Services, Labor, Contracts	N
	01-053-000-0000-6360		525.00	CO ATTORNEY OFFICE RECLASS. 05/09/2024 05/09/2024	00000759	Services, Labor, Contracts	N
	01-053-000-0000-6360		175.00	SUB NATURALIST REVIEW/CLASS	00000840	Services, Labor, Contracts	N
	01-053-000-0000-6360		175.00	COMMUNITY HEALTH SPECIALIST 12/04/2024 12/04/2024	00000909	Services, Labor, Contracts	N
	01-053-000-0000-6360		175.00	LICENSE TECHNICIAN 12/04/2024 12/04/2024	00000909	Services, Labor, Contracts	N
	01-053-000-0000-6360		175.00	COMMUNITY CORRECTIONS OFFICE	00000924	Services, Labor, Contracts	N
14948	DDA Human Resources Inc		1,400.00	6 Transactions			
10503	Kinney Law & Compliance						
	01-053-000-0000-6263		1,037.50	NOVEMBER 2024 SERVICES 11/01/2024 11/30/2024	002	Contract Legal Services	Y
10503	Kinney Law & Compliance		1,037.50	1 Transactions			
9094	Knutson/Nikki						
	01-053-000-0000-6405		112.47	NIKKI LAPTOP BACKPACK 12/10/2024 12/10/2024	12102024	Office Supplies	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9094	Knutson/Nikki		112.47		1 Transactions		
9046	Loffler Companies, Inc. 01-053-000-0000-6220		16.52	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-053-000-0000-6220		16.54	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		33.06		2 Transactions		
3334	MCIT 01-053-000-0000-6171		8.92	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		8.92		1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLP 01-053-000-0000-6263		684.11	PEMBERTON LAW OCT 2024 INVOICE 08/12/2024 10/31/2024	11-20246308.000	Contract Legal Services	Y
	01-053-000-0000-6263		200.00	PEMBERTON LAW NOV 2024 INVOICE 11/14/2024 11/30/2024	127-20146317	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		884.11		2 Transactions		
10879	Shred-It 01-053-000-0000-6360		121.26	SHRED-IT NOV 2024 PICK UP 11/20/2024 11/20/2024	8009100285	Services, Labor, Contracts	N
10879	Shred-It		121.26		1 Transactions		
9894	Vault Health 01-053-000-0000-6360		61.16	DOT DRUG TEST (1) 11/05/2024 11/05/2024	FL00655464	Services, Labor, Contracts	6
9894	Vault Health		61.16		1 Transactions		
53	DEPT Total:		3,925.25	Human Resources	10 Vendors	21 Transactions	
60	DEPT			Elections			
9212	Dominion Voting Systems Inc. 01-060-000-0000-6360		7,403.05	ICE ANNUAL FIRMWARE LICENSE 01/01/2025 12/31/2025	DVS157994	Services, Labor, Contracts	N
9212	Dominion Voting Systems Inc.		7,403.05		1 Transactions		
3334	MCIT						

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-060-000-0000-6171		0.72	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		0.72		1 Transactions		
60	DEPT Total:		7,403.77	Elections	2 Vendors	2 Transactions	
90	DEPT			Attorney			
9561	Amazon Business						
	01-090-000-0000-6265		292.22	MONITORS	1C6X-NM46-33QV	Drug & Forfeiture MS 387.213	N
	01-090-000-0000-6405		89.03	OFFICE SUPPLIES	1GTX-6YQ4-D3XV	Office Supplies	N
	01-090-000-0000-6265		455.20	BLUE RAY DRIVES	1NVW-HMVW-WQ1I	Drug & Forfeiture MS 387.213	N
	01-090-000-0000-6405		84.45	OFFICE SUPPLIES	1R4M-XYNR-7CDJ	Office Supplies	N
	01-090-000-0000-6265		197.68	MONITOR ARMS	1YTJ-YV3X-QN4X	Drug & Forfeiture MS 387.213	N
	01-090-000-0000-6265		368.00	MONITOR	1YVY-HYYQ-4DDW	Drug & Forfeiture MS 387.213	N
9561	Amazon Business		1,486.58		6 Transactions		
783	Canon Financial Services, Inc						
	01-090-000-0000-6342		358.10	MONTHLY CONTRACT 12/01/2024 12/31/2024	36881103	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		358.10		1 Transactions		
10855	Culligan Soft Water						
	01-090-000-0000-6265		30.00	MONTHLY SERVICE	150X01924000	Drug & Forfeiture MS 387.213	N
10855	Culligan Soft Water		30.00		1 Transactions		
1333	Dell Marketing L.P.						
	01-090-000-0000-6265		10,572.60	LAPTOPS (6)	10781963548	Drug & Forfeiture MS 387.213	N
1333	Dell Marketing L.P.		10,572.60		1 Transactions		
9046	Loffler Companies, Inc.						
	01-090-000-0000-6220		77.11	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-090-000-0000-6220		77.18	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		154.29		2 Transactions		
14071	Marco Technologies LLC						
	01-090-000-0000-6266		247.00	OFFICE 365 SUBSCRIPTION	INV12998861	Computer Research	Y
14071	Marco Technologies LLC		247.00		1 Transactions		

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3334	MCIT 01-090-000-0000-6171		10.29	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-090-000-0000-6171		58.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		47.71-	2 Transactions			
13724	Minnesota Continuing Legal Education 01-090-000-0000-6406		225.00	PUBLICATIONS	1350873	Law Publ. & Subscriptions	N
13724	Minnesota Continuing Legal Education		225.00	1 Transactions			
3273	Mn Co Attorneys Assn 01-090-000-0000-6240		4,087.00	2025 MCAA DUES 01/01/2025	M201 11/30/2025	Membership/Dues/Association Fees	N
3273	Mn Co Attorneys Assn		4,087.00	1 Transactions			
3195	MNCCC LOCKBOX 01-090-000-0000-6240		2,500.00	MAINTENANCE & DUES 01/01/2025	2501008 12/31/2025	Membership/Dues/Association Fees	N
	01-090-000-0000-6266		16,500.00	MAINTENANCE & DUES 01/01/2025	2501008 12/31/2025	Computer Research	N
3195	MNCCC LOCKBOX		19,000.00	2 Transactions			
4036	Ratz/James 01-090-000-0000-6330		157.32	MILEAGE REIMBURSEMENT	121224	Transportation/Travel/Parking	N
4036	Ratz/James		157.32	1 Transactions			
9489	Redwood Toxicology Laboratory, Inc 01-090-000-0000-6265		7.88	TOX LAB	122891202411	Drug & Forfeiture MS 387.213	6
9489	Redwood Toxicology Laboratory, Inc		7.88	1 Transactions			
10879	Shred-It 01-090-000-0000-6360		216.94	MONTHLY SERVICE	8009127570	Services, Labor, Contracts	N
10879	Shred-It		216.94	1 Transactions			
11949	Swanson/Sondra 01-090-000-0000-6264		20.25	CERT CONV REIMBURSEMENT	120624	Sheriff Services	N
11949	Swanson/Sondra		20.25	1 Transactions			
86235	The Office Shop Inc 01-090-000-0000-6405		82.62	OFFICE SUPPLIES	1149059-0	Office Supplies	N

Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
		01-090-000-0000-6342			199.99	SERVICE CONTRACT	331411-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc				282.61				
						2 Transactions			
5173	Thomson Reuters-West Publishing								
		01-090-000-0000-6406			1,696.52	ONLINE/SOFTWARE SUB	851123205	Law Publ. & Subscriptions	N
		01-090-000-0000-6406			411.95	MONTHLY PLAN	851207506	Law Publ. & Subscriptions	N
5173	Thomson Reuters-West Publishing				2,108.47				
						2 Transactions			
90	DEPT Total:				38,906.33	Attorney		16 Vendors	26 Transactions
100	DEPT					Recorder			
10452	AT&T Mobility								
		01-100-000-0000-6220			49.92	RECORDER CELL PHONE	28732307860512032	Telephone	N
						10/26/2024 11/25/2024			
10452	AT&T Mobility				49.92				
						1 Transactions			
9373	ESRI								
		01-100-195-0000-6360			29,300.00	ENTERPRISE SOFTWARE/MAINTENANC	94845231	Services, Labor, Contracts-Land Records	N
						02/08/2025 02/07/2026			
9373	ESRI				29,300.00				
						1 Transactions			
2386	Information Systems Corp								
		01-100-196-0000-6360			1,045.00	KIP MAINTENANCE AGREE 2025	M31063	Services, Labor, Contracts-Recorder's	N
						02/14/2025 02/13/2026			
2386	Information Systems Corp				1,045.00				
						1 Transactions			
9046	Loffler Companies, Inc.								
		01-100-000-0000-6220			27.54	MONTHLY TELEPHONE	4821439	Telephone	N
						10/01/2024 10/31/2024			
		01-100-000-0000-6220			27.56	MONTHLY TELEPHONE	4878338	Telephone	N
						11/01/2024 11/30/2024			
9046	Loffler Companies, Inc.				55.10				
						2 Transactions			
3334	MCIT								
		01-100-000-0000-6171			7.53	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT				7.53				
						1 Transactions			
3951	Pro West & Associates, Inc								
		01-100-195-0000-6360			2,953.50	LINK MAINTENANCE AGREEMENT	369-A	Services, Labor, Contracts-Land Records	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3951	Pro West & Associates, Inc		2,953.50	12/01/2024 11/30/2025	1 Transactions		
86235	The Office Shop Inc						
	01-100-000-0000-6405		2.53	OFFICE SUPPLIES	1148178-0	Office Supplies	N
	01-100-000-0000-6405		41.94	OFFICE SUPPLIES	1149033-0	Office Supplies	N
	01-100-000-0000-6360		1,687.90	COPIER CONTRACT	333927-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		1,732.37		3 Transactions		
6101	West Central Indexing						
	01-100-195-0000-6266		34.56	ICRS ERECORDING NOV 2024	1984	Data Processing/Computer Services	N
				11/01/2024 11/30/2024			
6101	West Central Indexing		34.56		1 Transactions		
100	DEPT Total:		35,177.98	Recorder	8 Vendors	11 Transactions	
110	DEPT			Courthouse Maintenance			
86467	Auto Value Aitkin						
	01-110-000-0000-6405		17.98	LIGHTS FOR SWEEPER	40250853	Office Supplies	N
86467	Auto Value Aitkin		17.98		1 Transactions		
10486	C.C. Inc.						
	01-110-000-0000-6360		4,896.00	WINDOW WASHING	007934	Services, Labor, Contracts	N
10486	C.C. Inc.		4,896.00		1 Transactions		
9085	Climate Makers Inc						
	01-110-000-0000-6360		1,414.58	RTU #1 GOV.CENTER	122343	Services, Labor, Contracts	N
9085	Climate Makers Inc		1,414.58		1 Transactions		
1754	Garrison Disposal Company, Inc						
	01-110-000-0000-6255		598.62	MONTHLY SERVICE	380915	Garbage	N
				11/01/2024 11/30/2024			
	01-110-000-0000-6255		692.22	MONTHLY GARBAGE	381824	Garbage	N
				11/01/2024 11/30/2024			
1754	Garrison Disposal Company, Inc		1,290.84		2 Transactions		
88628	Imperial Dade						
	01-110-000-0000-6422		2,147.57	TOILET PAPER, CLEANER, BAGS	4297287	Janitorial Supplies	N
	01-110-000-0000-6422		1,087.96	LAUNDRY DETERGENT, SOAP	4314842	Janitorial Supplies	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
88628	Imperial Dade		4,646.73	SAO CARTRIDGES	4318687	Janitorial Supplies	N
				3 Transactions			
9046	Loffler Companies, Inc.						
	01-110-000-0000-6220		11.02	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-110-000-0000-6220		11.03	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		22.05	2 Transactions			
3334	MCIT						
	01-110-000-0000-6171		1,112.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		1,112.00	1 Transactions			
9694	Midwest Lock & Door, Inc.						
	01-110-000-0000-6360		475.00	JAIL LOCKS	10449	Services, Labor, Contracts	N
9694	Midwest Lock & Door, Inc.		475.00	1 Transactions			
110	DEPT Total:		13,875.18	Courthouse Maintenance	8 Vendors	12 Transactions	
120	DEPT			Veterans Service			
86222	Aitkin Independent Age						
	01-120-000-0000-6230		450.00	AITKIN AGE VETERANS DAY AD 11/06/2024 11/06/2024	1430615	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		450.00	1 Transactions			
10452	AT&T Mobility						
	01-120-000-0000-6220		99.84	FIRSTNET NOVEMBER 10/26/2024 11/25/2024	28729858569612032	Telephone	N
10452	AT&T Mobility		99.84	1 Transactions			
10981	Bakken/Glen A.J.						
	01-120-000-0000-6278		50.00	OCTOBER GLEN 10/22/2024 10/22/2024	102224	Per Diem	Y
	01-120-000-0000-6278		50.00	GLEN NOVEMBER 11/27/2024 11/27/2024	112724	Per Diem	Y
10981	Bakken/Glen A.J.		100.00	2 Transactions			
10097	Harms Monroe/Penny						

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-120-000-0000-6330		51.87	PENNY VFW AND DAV MTGS 12/02/2024 12/09/2024	12022024	Transportation/Travel/Parking	N
10097	Harms Monroe/Penny		51.87	1 Transactions			
5767	Lamke/Dennis C. 01-120-000-0000-6278		50.00	DENNIS OCTOBER 10/29/2024 10/29/2024	102924	Per Diem	Y
5767	Lamke/Dennis C.		50.00	1 Transactions			
9046	Loffler Companies, Inc. 01-120-000-0000-6220		16.52	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-120-000-0000-6220		16.54	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		33.06	2 Transactions			
3334	MCIT 01-120-000-0000-6171		4.27	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		4.27	1 Transactions			
10677	Olsen/Gerald D 01-120-000-0000-6278		50.00	GERRY OCTOBER 10/01/2024 10/01/2024	10012024	Per Diem	Y
	01-120-000-0000-6278		50.00	GERALD NOVEMBER 11/01/2024 11/01/2024	110124	Per Diem	Y
10677	Olsen/Gerald D		100.00	2 Transactions			
9933	WEX BANK - Veteran Services 01-120-000-0000-6335		128.98	FLEET NOVEMBER 11/08/2024 12/07/2024	101522213	Gas/Vehicle Fuel Charges	N
9933	WEX BANK - Veteran Services		128.98	1 Transactions			
11970	Wikelius/Charles 01-120-000-0000-6278		100.00	CHARLIE NOVEMBER 11/07/2024 12/26/2024	110724	Per Diem	Y
11970	Wikelius/Charles		100.00	1 Transactions			
9255	Witt/Warren 01-120-000-0000-6278		50.00	WARREN OCTOBER	102924	Per Diem	Y

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-120-000-0000-6278		100.00	10/29/2024 10/29/2024 WARREN NOVEMBER	110424	Per Diem	Y
9255	Witt/Warren		150.00	11/04/2024 12/21/2024 2 Transactions			
9063	Workman/Jeff 01-120-000-0000-6278		50.00	11/05/2024 11/05/2024 JEFF NOVEMBER	110524	Per Diem	Y
9063	Workman/Jeff		50.00	1 Transactions			
120	DEPT Total:		1,318.02	Veterans Service	12 Vendors	16 Transactions	
122	DEPT			Planning & Zoning			
86222	Aitkin Independent Age 01-122-000-0000-6230		80.75	DECEMBER BOA	1434798	Printing, Publishing & Adv	Y
	01-122-000-0000-6230		96.50	DECEMBER PC	1436467	Printing, Publishing & Adv	Y
	01-122-000-0000-6230		62.50	CANNABIS ORDINANCE	1436836	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		239.75	3 Transactions			
170	Aitkin Motor Company 01-122-000-0000-6335		59.17	OIL CHANGE 2016 ESCAPE	51047	Gas/Vehicle Fuel Charges	N
	01-122-000-0000-6302		815.09	2016 ESCAPE REPAIRS	51176	Vehicle Maintenance	N
	01-122-000-0000-6302		62.04	OIL CHANGE 2012 IMPALA	51185	Vehicle Maintenance	N
170	Aitkin Motor Company		936.30	3 Transactions			
15239	AT&T Mobility (P&Z) 01-122-000-0000-6220		228.60	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
15239	AT&T Mobility (P&Z)		228.60	1 Transactions			
10118	Bristow/Jane 01-122-000-0000-6278		30.00	BOA MEETING	12924	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		82.14	BOA MILEAGE	12924	BOA/PC Mileage	N
10118	Bristow/Jane		112.14	2 Transactions			
15142	Christensen/Charles 01-122-000-0000-6278		90.00	BOA MEETING	12924	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		62.31	BOA MILEAGE	12924	BOA/PC Mileage	N
15142	Christensen/Charles		152.31	2 Transactions			

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
999999000	HEIKKINEN/JEFF 01-122-000-0000-6820		100.00	REFUND - HEIKKINEN	61905	Refunds & Reimbursements	N
999999000	HEIKKINEN/JEFF		100.00	1 Transactions			
9046	Loffler Companies, Inc. 01-122-000-0000-6220		49.57	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-122-000-0000-6220		49.61	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		99.18	2 Transactions			
14071	Marco Technologies LLC 01-122-000-0000-6266		19.00	OFFICE 365 SUBSCRIPTION	INV12998861	Data Processing/Computer Services	Y
14071	Marco Technologies LLC		19.00	1 Transactions			
3334	MCIT 01-122-000-0000-6171		6.78	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-122-000-0000-6171		494.51	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-122-000-0000-6171		277.79	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		779.08	3 Transactions			
10496	MOWA 01-122-000-0000-6240		340.00	MEMBERSHIP RENEWAL 2025 01/01/2025 12/31/2025	1532	Membership/Dues/Association Fees	N
10496	MOWA		340.00	1 Transactions			
4010	Rasley Oil Company 01-122-000-0000-6335		353.82	MONTHLY FUEL CHARGES 11/01/2024 11/30/2024	AITCOZOS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		353.82	1 Transactions			
4400	Security State Bank 01-122-052-0000-6304		17,500.00	JACKIE DILLEY SEPTIC LOAN	121024	ISTS AG BMP EXPENSES	N
4400	Security State Bank		17,500.00	1 Transactions			
12077	Stromberg/Kevin 01-122-000-0000-6278		100.00	BOA MEETING	12924	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		82.41	BOA MILEAGE	12924	BOA/PC Mileage	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12077	Stromberg/Kevin		182.41		2 Transactions		
86235	The Office Shop Inc						
	01-122-000-0000-6405		82.58	CALENDARS	11489010	Office, Film, & Field Supplies	N
	01-122-000-0000-6360		805.35	MONTHLY COPIER CONTRACT 08/09/2024 11/12/2024	3339640	Services, Labor, Contracts	N
86235	The Office Shop Inc		887.93		2 Transactions		
8612	Veenker/Thomas H						
	01-122-000-0000-6278		90.00	BOA MEETING	12924	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		64.99	BOA MILEAGE	12924	BOA/PC Mileage	Y
8612	Veenker/Thomas H		154.99		2 Transactions		
122	DEPT Total:		22,085.51	Planning & Zoning	15 Vendors	27 Transactions	
123	DEPT			Coroner			
9151	River Valley Forensic Services PA						
	01-123-000-0000-6262		750.00	CONTRACT SERVICES/POST EXAM DP	2621	Coroner Fees	6
9151	River Valley Forensic Services PA		750.00		1 Transactions		
123	DEPT Total:		750.00	Coroner	1 Vendors	1 Transactions	
200	DEPT			Enforcement			
50	Aitkin Body Shop, Inc						
	01-200-000-0000-6302		12,003.09	24PC1419 - #220 SQUAD/DEER	17171	Vehicle Maintenance	N
50	Aitkin Body Shop, Inc		12,003.09		1 Transactions		
170	Aitkin Motor Company						
	01-200-000-0000-6620		12,522.00	#224 SQUAD W/ TRADE IN	S12117	Auto, Trailers, Snowmobiles, ATV	N
170	Aitkin Motor Company		12,522.00		1 Transactions		
9561	Amazon Business						
	01-200-000-0000-6302		2,069.54	VEHICLE JUMP PACKS	1GK6-VVPK-FXN7	Vehicle Maintenance	N
9561	Amazon Business		2,069.54		1 Transactions		
10288	Asmus/Daniel						
	01-200-000-0000-6180		195.00	#208 BOOT REIMB	102641114	Clothing Allowance	N

Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
10288	Asmus/Daniel		195.00				
				1 Transactions			
9203	AT&T Mobility (Sheriff's)						
	01-200-000-0000-6220		2,277.45	DEPUTY CELL & SQUAD PC	287297906116	Telephone	N
	01-200-200-0000-6260		89.76	CI PHONES	287297906116	CI Funds	N
	01-200-200-0000-6265		479.31	VCET PHONE & HOT SPOT	287297906116	Programs	N
9203	AT&T Mobility (Sheriff's)		2,846.52				
				3 Transactions			
86467	Auto Value Aitkin						
	01-200-000-0000-6405		6.99	LANYARD	40251218	Office Supplies	N
86467	Auto Value Aitkin		6.99				
				1 Transactions			
14568	Axon Enterprise, Inc						
	01-200-000-0000-6460		697.60	TASER BATTERIES	INUS301458	Deputy Supplies	N
14568	Axon Enterprise, Inc		697.60				
				1 Transactions			
783	Canon Financial Services, Inc						
	01-200-000-0000-6342		170.74	ADMIN COPIER LEASE	36881629	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		170.74				
				1 Transactions			
1775	Galls LLC						
	01-200-000-0000-6180		168.57	#226 JACKET	029770255	Clothing Allowance	N
1775	Galls LLC		168.57				
				1 Transactions			
2340	Hyytinen Hardware Hank						
	01-200-000-0000-6302		39.99	BALL MOUNT KIT #222	22467/1	Vehicle Maintenance	N
2340	Hyytinen Hardware Hank		39.99				
				1 Transactions			
9046	Loffler Companies, Inc.						
	01-200-000-0000-6220		231.33	MONTHLY TELEPHONE	4821439	Telephone	N
				10/01/2024	10/31/2024		
	01-200-000-0000-6220		231.54	MONTHLY TELEPHONE	4878338	Telephone	N
				11/01/2024	11/30/2024		
9046	Loffler Companies, Inc.		462.87				
				2 Transactions			
3334	MCIT						
	01-200-000-0000-6171		1,980.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-200-000-0000-6171		4.29	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3334	MCIT		1,984.29		2 Transactions		
86401	Sheriff Isanti County 01-200-000-0000-6460		2,500.00	TASERS & CARTRIDGES	12132024	Deputy Supplies	N
86401	Sheriff Isanti County		2,500.00		1 Transactions		
4681	Streichers 01-200-000-0000-6460		1,878.90	#209 BODY ARMOR VEST	1731597	Deputy Supplies	N
	01-200-000-0000-6460		1,563.90	#226 BODY ARMOR VEST	1731599	Deputy Supplies	N
	01-200-000-0000-6180		84.98	#221 PANTS	1731611	Clothing Allowance	N
4681	Streichers		3,527.78		3 Transactions		
86235	The Office Shop Inc 01-200-000-0000-6405		91.97	ENVELOPES; NOTEBOOK, PRINT CAR	1149256-2	Office Supplies	N
	01-200-000-0000-6360		313.30	ADMIN COPIER COUNT	334108-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		405.27		2 Transactions		
13934	The Tire Barn 01-200-000-0000-6302		78.68	#210 OIL CHANGE	76485	Vehicle Maintenance	N
	01-200-000-0000-6302		78.68	#223 OIL CHANGE	76553	Vehicle Maintenance	N
	01-200-000-0000-6302		67.66	#206 OIL CHANGE	76578	Vehicle Maintenance	N
	01-200-000-0000-6302		75.08	#202 OIL CHANGE	76665	Vehicle Maintenance	N
13934	The Tire Barn		300.10		4 Transactions		
9302	WEX Bank 01-200-000-0000-6335		6,816.88	DEPUTY GAS	101572287	Gas/Vehicle Fuel Charges	N
9302	WEX Bank		6,816.88		1 Transactions		
10270	Winkle/Dalton 01-200-000-0000-6180		179.95	#214 BOOT REIMB	1919432	Clothing Allowance	N
10270	Winkle/Dalton		179.95		1 Transactions		
200	DEPT Total:		46,897.18	Enforcement	18 Vendors	28 Transactions	
202	DEPT			Boat & Water			
3334	MCIT 01-202-000-0000-6171		81.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		81.00		1 Transactions		

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
202	DEPT Total:		81.00	Boat & Water	1 Vendors	1 Transactions	
203	DEPT 3334 MCIT			Snowmobile			
	01-203-000-0000-6171		32.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	3334 MCIT		32.00		1 Transactions		
203	DEPT Total:		32.00	Snowmobile	1 Vendors	1 Transactions	
204	DEPT 9203 AT&T Mobility (Sheriff's)			ATV			
	01-204-000-0000-6220		88.15	#208 CELL & SQUAD PC	287297906116	Telephone	N
	9203 AT&T Mobility (Sheriff's)		88.15		1 Transactions		
	2340 Hyytinen Hardware Hank						
	01-204-000-0000-6462		54.50	3X16 LAP LINK	22408/1	Sheriff Field Supplies	N
	2340 Hyytinen Hardware Hank		54.50		1 Transactions		
	3334 MCIT						
	01-204-000-0000-6171		18.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	3334 MCIT		18.00		1 Transactions		
	9302 WEX Bank						
	01-204-000-0000-6335		379.40	B/W - ATV GAS	101572287	Gas/Vehicle Fuel Charges	N
	9302 WEX Bank		379.40		1 Transactions		
204	DEPT Total:		540.05	ATV	4 Vendors	4 Transactions	
252	DEPT 14005 American Tower Corporation			Corrections			
	01-252-000-0000-6342		413.20	JACOBSON TOWER LEASE	412556910	Tower Lease and Rental/Contracts	N
	14005 American Tower Corporation		413.20		1 Transactions		
	9203 AT&T Mobility (Sheriff's)						
	01-252-000-0000-6220		99.84	DISPATCH CELL, TRANSPORT CELL	287297906116	Telephone	N
	9203 AT&T Mobility (Sheriff's)		99.84		1 Transactions		
	163 Charter Communications Holdings LLC						

Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
163	Charter Communications Holdings LLC		01-252-252-0000-6465		206.94	INMATE CABLE		175591501112124		Inmate Welfare Supplies	N
					206.94		1 Transactions				
10855	Culligan Soft Water		01-252-000-0000-6342		55.00	DEC COOLER LEASE		150X01937002		Tower Lease and Rental/Contracts	N
					55.00		1 Transactions				
10074	Gervais/Renee		01-252-003-0000-6330		97.58	FOOD SHOW DULUTH		12102024		School Transportation/Travel/Parking	N
					97.58		1 Transactions				
15362	GuidePoint Pharmacy #114 Aitkin		01-252-000-0000-6430		1,308.91	INMATE RX'S		30		Medical Expense/Supplies - Inmates	N
			01-252-000-0000-6430		233.07	INMATE MEDICATIONS		684		Medical Expense/Supplies - Inmates	N
					1,541.98		2 Transactions				
2340	Hyytinen Hardware Hank		01-252-000-0000-6590		23.02	ROLLER COVER & HARDWRAE		22462/1		Repair & Maintenance Supplies	N
					23.02		1 Transactions				
9046	Loffler Companies, Inc.		01-252-000-0000-6220		110.16	MONTHLY TELEPHONE	10/01/2024 10/31/2024	4821439		Telephone	N
			01-252-000-0000-6220		110.25	MONTHLY TELEPHONE	11/01/2024 11/30/2024	4878338		Telephone	N
					220.41		2 Transactions				
9208	Mapes FNP-C, Mary		01-252-000-0000-6262		18,750.00	OCT- DEC PROVIDER SERVICES	10/01/2024 12/31/2024	12102024		Contract Service or Medical Service	6
					18,750.00		1 Transactions				
3334	MCIT		01-252-000-0000-6171		1,556.00	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation	N
			01-252-000-0000-6171		18.75	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation	N
			01-252-000-0000-6171		6.00	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation	N
					1,568.75		3 Transactions				
3789	Pan-O-Gold Baking Company										

Aitkin County



1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-252-000-0000-6418		BREAD & BUNS	10002424340006	Groceries	N
	01-252-000-0000-6418		BREAD & BUNS	10002424347003	Groceries	N
3789	Pan-O-Gold Baking Company					
		214.80		2	Transactions	
9808	Performance Foodservice					
	01-252-000-0000-6418	61.79	LONG JOHN DONUTS	254682	Groceries	N
	01-252-000-0000-6420	56.20	WOOD HANDLE TURNERS	282557	Food Service Supplies	N
	01-252-000-0000-6420	36.40	2 QT MEASURING CUP	290848	Food Service Supplies	N
	01-252-000-0000-6420	28.57	4X3 WOOD HANDLE TURNER	299178	Food Service Supplies	N
	01-252-000-0000-6418	107.98	MUFFIN MIX & LASAGNA	315548	Groceries	N
	01-252-000-0000-6418	45.28	APPLE JUICE	331369	Groceries	N
	01-252-000-0000-6418	260.15	CHICKEN & MILK	339767	Groceries	N
	01-252-000-0000-6418	3,301.70	GROCERIES	355058	Groceries	N
	01-252-000-0000-6418	1,895.51	GROCERIES	368588	Groceries	N
	01-252-000-0000-6418	1,864.75	GROCERIES	376619	Groceries	N
9808	Performance Foodservice	7,658.33		10	Transactions	
11947	Phoenix Supply					
	01-252-252-0000-6465	28.80	SIZE 9 CANVAS TENNIS SHOES	35454	Inmate Welfare Supplies	N
	01-252-252-0000-6465	659.55	ORANGE SANDALS, T-SHIRTS	36105	Inmate Welfare Supplies	N
11947	Phoenix Supply	688.35		2	Transactions	
4010	Rasley Oil Company					
	01-252-000-0000-6330	259.61	TRANSPORT GAS	AITCOSHERS	Prisoner Transportation & Travel	N
4010	Rasley Oil Company	259.61		1	Transactions	
12930	River Oaks Dental					
	01-252-000-0000-6262	428.00	DENTAL 7/24 - A.R.	119936	Contract Service or Medical Service	6
	01-252-000-0000-6262	551.00	DENTAL 8/22 L.S.	124355	Contract Service or Medical Service	6
12930	River Oaks Dental	979.00		2	Transactions	
5774	Riverwood Healthcare Clinic					
	01-252-000-0000-6262	489.50	B.N. DR APPT 4/8/24	10814546671	Contract Service or Medical Service	N
	01-252-000-0000-6262	489.50	DR APPT 4/5/24 BN	10814546711	Contract Service or Medical Service	N
	01-252-000-0000-6262	30.00	DR APPT 4/5/24	10814546741	Contract Service or Medical Service	N
	01-252-000-0000-6262	30.00	DR APPT 4/8/24 BN	10814546781	Contract Service or Medical Service	N
	01-252-000-0000-6262	172.00	MN APPT 11/4/24 KF	10970286781	Contract Service or Medical Service	N
	01-252-000-0000-6262	172.00	MH APPT 11/4/24 JA	10970286981	Contract Service or Medical Service	N

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
5774	Riverwood Healthcare Clinic			1,383.00		6 Transactions		
86235	The Office Shop Inc							
	01-252-000-0000-6405			202.95	INK CARTRIDGES POST 1	1149256-0	Office Supplies	N
	01-252-000-0000-6405			100.32	INK CARTRIDGE POST 1	1149256-1	Office Supplies	N
	01-252-000-0000-6360			96.88	BOOKING COPY COUNT	333928-0	Services, Labor, Contracts	N
86235	The Office Shop Inc			400.15		3 Transactions		
5072	Ukuras Big Dollar							
	01-252-000-0000-6418			26.20	CREAM OF MUSHROOM SOUP	80936	Groceries	N
5072	Ukuras Big Dollar			26.20		1 Transactions		
252	DEPT Total:			34,586.16	Corrections	18 Vendors	41 Transactions	
253	DEPT				Sentence to Serve			
9203	AT&T Mobility (Sheriff's)							
	01-253-000-0000-6220			38.23	STS AIR CARD	287297906116	Telephone	N
9203	AT&T Mobility (Sheriff's)			38.23		1 Transactions		
86467	Auto Value Aitkin							
	01-253-000-0000-6415			14.99	SUPER EXTENDER	40250806	Operational Supplies	N
86467	Auto Value Aitkin			14.99		1 Transactions		
13725	Beartooth Hardware Inc							
	01-253-000-0000-6610			649.00	DUAL BVL MITER	47799	Equipment	N
13725	Beartooth Hardware Inc			649.00		1 Transactions		
7525	Hometown Bldg Supply							
	01-253-000-0000-6464			58.93	PLYWOOD	2411-121451	STS Supplies	N
7525	Hometown Bldg Supply			58.93		1 Transactions		
2340	Hyytinen Hardware Hank							
	01-253-000-0000-6464			9.99	PAINT	22930/1	STS Supplies	N
	01-253-000-0000-6464			28.98	SANDING DISCS	23015/1	STS Supplies	N
	01-253-000-0000-6464			24.47	BRUSH SET;WOOD PATCH; PAINT	23028/1	STS Supplies	N
2340	Hyytinen Hardware Hank			63.44		3 Transactions		
9046	Loffler Companies, Inc.							
	01-253-000-0000-6220			5.51	MONTHLY TELEPHONE	4821439	Telephone	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-253-000-0000-6220		5.51	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		11.02	2 Transactions 11/01/2024 11/30/2024			
3334	MCIT						
	01-253-000-0000-6171		148.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	01-253-000-0000-6171		178.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		30.00-	2 Transactions			
4010	Rasley Oil Company						
	01-253-000-0000-6335		140.08	STS GAS	AITCOSHES	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		140.08	1 Transactions			
253	DEPT Total:		945.69	Sentence to Serve	8 Vendors	12 Transactions	
254	DEPT			Enhanced 911 System			
10365	Antoine Electric, Inc.						
	01-254-000-0000-6360		741.45	ELEC WORK FOR VIDEO MONITORS	24937	Services, Labor, Contracts	N
10365	Antoine Electric, Inc.		741.45	1 Transactions			
3455	Motorola Inc						
	01-254-000-0000-6610		3,366.40	SPEAKERS	8282031975	Equipment	N
3455	Motorola Inc		3,366.40	1 Transactions			
254	DEPT Total:		4,107.85	Enhanced 911 System	2 Vendors	2 Transactions	
255	DEPT			Crime Victims			
9046	Loffler Companies, Inc.						
	01-255-000-0000-6220		5.51	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-255-000-0000-6220		5.51	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		11.02	2 Transactions			
3334	MCIT						
	01-255-000-0000-6171		118.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N

Aitkin County



1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
3334	MCIT		118.00-	1 Transactions			
255	DEPT Total:		106.98-	Crime Victims	2 Vendors	3 Transactions	
257	DEPT			Community Corrections			
9562	Advanced Business Methods, Inc.						
	01-257-000-0000-6342		108.12	CANON COPIER CONTRACT	AR1856238	Office Equipment Rental/Contracts	N
				12/01/2024 11/30/2024			
9562	Advanced Business Methods, Inc.		108.12	1 Transactions			
14563	Anoka County Corrections						
	01-257-255-0000-6269		9,913.00	RJC CONTRACT-SECURE JUV DET	NOV2024	Juvenile Detention	N
				11/01/2024 11/30/2024			
14563	Anoka County Corrections		9,913.00	1 Transactions			
10265	AT&T Mobility (Community Correct)						
	01-257-000-0000-6215		45.35	WIRELESS PHONE-ADMIN	287332245468	Wireless Telephone Services	N
				10/26/2024 11/25/2024			
	01-257-255-0000-6215		45.35	WIRELESS PHONE-JUVENILE AGENT	287332245468	Wireless Telephone Services	N
				10/26/2024 11/25/2024			
	01-257-257-0000-6215		226.69	WIRELESS PHONE-ADULT AGENTS	287332245468	Wireless Telephone Services	N
				10/26/2024 11/25/2024			
	01-257-258-0000-6215		45.32	WIRELESS PHONE-SOBRIETY COURT	287332245468	Wireless Telephone Services	N
				10/26/2024 11/25/2024			
10265	AT&T Mobility (Community Correct)		362.71	4 Transactions			
9065	Daiker/Cassie						
	01-257-251-0000-6339		46.96	MEALSX3-MI TRAINING 12/3-12/4	9065CD	Meals (Overnight)	N
				12/03/2024 12/04/2024			
9065	Daiker/Cassie		46.96	1 Transactions			
9046	Loffler Companies, Inc.						
	01-257-000-0000-6220		49.57	MONTHLY TELEPHONE	4821439	Telephone	N
				10/01/2024 10/31/2024			
	01-257-000-0000-6220		49.61	MONTHLY TELEPHONE	4878338	Telephone	N
				11/01/2024 11/30/2024			
9046	Loffler Companies, Inc.		99.18	2 Transactions			
3334	MCIT						

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-257-000-0000-6171		0.98	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation Insurance	N
	01-257-000-0000-6171		1,733.20	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation Insurance	N
3334	MCIT		1,734.18	2 Transactions			
11997	Minnesota Monitoring, Inc						
	01-257-267-0000-6342		2,394.00	EHM RENTAL FEES 11/01/2024 11/30/2024	16731	Office Equipment Rental/Contracts	N
11997	Minnesota Monitoring, Inc		2,394.00	1 Transactions			
10036	OSM						
	01-257-258-0000-6342		146.00	EHM FEES (ACSC) 11/01/2024 11/30/2024	112024	Equipment Rental/Contracts-Home Moni	Y
10036	OSM		146.00	1 Transactions			
4010	Rasley Oil Company						
	01-257-251-0000-6335		67.19	TRAINING FUEL 11/01/2024 11/30/2024	AITCOPROS NOV	Gas/Vehicle Fuel Charges	N
	01-257-255-0000-6335		7.42	JUVENILE AGENT FUEL 11/01/2024 11/30/2024	AITCOPROS NOV	Gas/Vehicle Fuel Charges	N
	01-257-257-0000-6335		35.73	ADULT AGENT FUEL 11/01/2024 11/30/2024	AITCOPROS NOV	Gas/Vehicle Fuel Charges	N
	01-257-258-0000-6335		43.51	SOBRIETY COURT AGENT FUEL 11/01/2024 11/30/2024	AITCOPROS NOV	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		153.85	4 Transactions			
9489	Redwood Toxicology Laboratory, Inc						
	01-257-267-0000-6274		154.87	DRUG TESTING LAB FEES 11/01/2024 11/30/2024	022399202411	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		154.87	1 Transactions			
14598	Rickmeyer/Taylor						
	01-257-251-0000-6339		43.94	MEALSX3-MI TRAINING 12/3-12/4 12/03/2024 12/04/2024	14598TR	Meals (Overnight)	N
14598	Rickmeyer/Taylor		43.94	1 Transactions			
86235	The Office Shop Inc						
	01-257-000-0000-6360		39.36	COPIER SERVICE CONTRACT 08/01/2024 11/11/2024	334073-0	Services, Labor, Contracts	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc		39.36		1 Transactions		
14597	Walsh/Andrew 01-257-251-0000-6339		49.39	MEALS- MI TRAINING12/2-12/4	MEALSAW	Meals (Overnight)	N
14597	Walsh/Andrew		49.39		1 Transactions		
9931	WEX BANK - Community Corrections 01-257-255-0000-6335		33.24	FUEL - JUVENILE 11/01/2024	12/06/2024 101488575	Gas/Vehicle Fuel Charges	N
9931	WEX BANK - Community Corrections		33.24		1 Transactions		
257	DEPT Total:		15,278.80	Community Corrections	14 Vendors	22 Transactions	
280	DEPT 3334 MCIT 01-280-000-0000-6171		46.00	Emergency Management 2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		46.00		1 Transactions		
280	DEPT Total:		46.00	Emergency Management	1 Vendors	1 Transactions	
391	DEPT 170 Aitkin Motor Company 01-391-000-0000-6302		56.36	Solid Waste OIL CHANGE 2018 ESCAPE	51064	Vehicle Maintenance	N
170	Aitkin Motor Company		56.36		1 Transactions		
15239	AT&T Mobility (P&Z) 01-391-000-0000-6220		45.72	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
15239	AT&T Mobility (P&Z)		45.72		1 Transactions		
2763	Countryside Sanitation, LLC 01-391-060-0000-6360		4,078.80	MONTHLY RECYCLING CONTRACT 09/01/2024	11/30/2024 112724	Recycling Contract	Y
2763	Countryside Sanitation, LLC		4,078.80		1 Transactions		
9046	Loffler Companies, Inc. 01-391-000-0000-6220		11.02	MONTHLY TELEPHONE 10/01/2024	4821439 10/31/2024	Telephone	N
	01-391-000-0000-6220		11.03	MONTHLY TELEPHONE	4878338	Telephone	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9046	Loffler Companies, Inc.		22.05	11/01/2024 11/30/2024	2 Transactions		
3334	MCIT 01-391-000-0000-6171		643.92	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		643.92	1 Transactions			
10454	O'Neil/Tom 01-391-000-0000-6360		1,028.00	GRADING AT RECYCLING CENTER	265870	Services, Labor, Contracts	Y
10454	O'Neil/Tom		1,028.00	1 Transactions			
4010	Rasley Oil Company 01-391-000-0000-6335		19.50	MONTHLY FUEL CHARGES	AITCOZOS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		19.50	11/01/2024 11/30/2024	1 Transactions		
86235	The Office Shop Inc 01-391-000-0000-6405		44.38	CALENDARS	11489010	Office, Film, & Field Supplies	N
86235	The Office Shop Inc		44.38	1 Transactions			
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360		24,913.35	MONTHLY RECYCLING CONTRACT	012019428080	Recycling Contract	N
11507	Waste Management of Minnesota, Inc		24,913.35	11/01/2024 11/30/2024	1 Transactions		
391	DEPT Total:		30,852.08	Solid Waste	9 Vendors	10 Transactions	
392	DEPT			Water Wells			
2353	Idexx Laboratories, Inc 01-392-000-0000-6405		256.36	VESSELS	5083384636	Office, Film, & Field Supplies	N
	01-392-000-0000-6405		1,443.50	COLILERT	5089211293	Office, Film, & Field Supplies	N
2353	Idexx Laboratories, Inc		1,699.86	2 Transactions			
86235	The Office Shop Inc 01-392-000-0000-6405		9.73	CALENDARS	11489010	Office, Film, & Field Supplies	N
86235	The Office Shop Inc		9.73	1 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
392	DEPT Total:		1,709.59	Water Wells	2 Vendors	3 Transactions	
500	DEPT			Library And Historical Society			
89433	Larson/Renee 01-500-500-0000-6278		350.00	2024 ECRL MTGS 01/01/2024 12/31/2024	2024	Advisory Board/Committee Per Diem	Y
	89433 Larson/Renee		350.00	1 Transactions			
500	DEPT Total:		350.00	Library And Historical Society	1 Vendors	1 Transactions	
601	DEPT			Extension			
9561	Amazon Business 01-601-000-0000-6405		1,299.61	TOTES	1QFC-133C-139L	Office Supplies	N
	9561 Amazon Business		1,299.61	1 Transactions			
9046	Loffler Companies, Inc. 01-601-000-0000-6220		5.51	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-601-000-0000-6220		5.51	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
	9046 Loffler Companies, Inc.		11.02	2 Transactions			
11187	Regents Of The University of Minnesota 01-601-000-0000-6262		20,162.00	Q4 2024 MOA / LANGLOIS 10/01/2024 12/31/2024	0300036063	Univ Of Minn Contracts	N
	11187 Regents Of The University of Minnesota		20,162.00	1 Transactions			
601	DEPT Total:		21,472.63	Extension	3 Vendors	4 Transactions	
711	DEPT			Economic Development			
9046	Loffler Companies, Inc. 01-711-000-0000-6220		5.51	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	01-711-000-0000-6220		5.51	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
	9046 Loffler Companies, Inc.		11.02	2 Transactions			
3334	MCIT						

WLB1
12/17/24 4:04PM

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-711-000-0000-6171		2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT					
			1 Transactions			
711	DEPT Total:		145.98-	Economic Development	2 Vendors	3 Transactions
1	Fund Total:		317,508.57	General Fund		333 Transactions

Aitkin County



2 Reserves Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
200	DEPT			Enforcement			
9863	Brown/Todd M 02-200-020-0000-6360		83.05	SAR OIL CHANGE & TAILLIGHT	121120224SAR	Sheriff Search & Rescue Reserve Expense	
	9863 Brown/Todd M		83.05	1 Transactions			
10313	Kate-Lo Tile & Stone 02-200-011-0000-6605		1,394.40	TILE FOR SHERIFF'S LOBBY	356908	Sheriff Buildings Reserve Expense	N
	02-200-011-0000-6605		185.00	FREIGHT, LOBBY TILE	357376	Sheriff Buildings Reserve Expense	N
	10313 Kate-Lo Tile & Stone		1,579.40	2 Transactions			
200	DEPT Total:		1,662.45	Enforcement	2 Vendors	3 Transactions	
2	Fund Total:		1,662.45	Reserves Fund		3 Transactions	

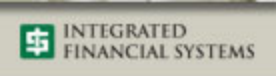
Aitkin County



3 Road & Bridge

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			
10855	Culligan Soft Water 03-301-000-0000-6342		55.00	WATER COOLER RENTAL	150-10020584-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		55.00	1 Transactions			
14071	Marco Technologies LLC 03-301-000-0000-6266		190.00	OFFICE 365 SUBSCRIPTION	INV12998861	Data Processing/Computer Services	Y
14071	Marco Technologies LLC		190.00	1 Transactions			
3334	MCIT 03-301-000-0000-6171		16.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	03-301-000-0000-6171		1,892.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		1,908.00	2 Transactions			
3963	Quale/Michael J 03-301-000-0000-6241		225.00	MCEA CONFERENCE REGISTRATION	MCEA CONFERENC	Meeting/Conference Registration Fee	N
	03-301-000-0000-6332		30.00	MCEA CONF-NO LODGING FEE	MCEA CONFERENC	Hotel/Motel Lodging	N
	03-301-000-0000-6339		67.56	MCEA CONFERENCE MEALS	MCEA CONFERENC	Meals (Overnight)	N
3963	Quale/Michael J		322.56	3 Transactions			
5097	Welle/John Thomas 03-301-000-0000-6241		225.00	MCEA REGISTRATION	MCEA CONFERENC	Meeting/Conference Registration Fee	N
	03-301-000-0000-6332		278.17	MCEA CONFERENCE LODGING	MCEA CONFERENC	Hotel/Motel Lodging	N
	03-301-000-0000-6339		129.92	MCEA CONFERENCE MEALS	MCEA CONFERENC	Meals (Overnight)	N
5097	Welle/John Thomas		633.09	3 Transactions			
301	DEPT Total:		3,108.65	R&B Administration	5 Vendors	10 Transactions	
302	DEPT			R&B Engineering/Construction			
9541	DIEDERICH/AUSTIN 03-302-000-0000-6181		159.99	BOOT REIMBURSEMENT	TRACTOR SUPPLY	Safety Footwear Allowance	N
9541	DIEDERICH/AUSTIN		159.99	1 Transactions			
3334	MCIT 03-302-000-0000-6171		898.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	03-302-000-0000-6171		533.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		365.00-	2 Transactions			

Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
302	DEPT Total:		205.01-	R&B Engineering/Construction	2 Vendors	3 Transactions	
303	DEPT			R&B Highway Maintenance			
50	Aitkin Body Shop, Inc 03-303-000-0000-6417		53.19	AITKIN SHOP SUPPLIES	2824	Shop/Building Maintenance	N
50	Aitkin Body Shop, Inc		53.19	1 Transactions			
195	Aitkin Tire Shop 03-303-000-0000-6590		82.00	REPAIR PARTS	884386	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		100.00	REPAIR LABOR	884386	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		820.00	TIRES	884386	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		800.00	TIRES	884386	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		255.00	TIRE	884386	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		2,057.00	5 Transactions			
9402	Ammala Excavating/Allen 03-303-000-0000-6521		3,906.25	GRADING	.	Maintenance Supplies	Y
	03-303-000-0000-6521		2,343.75	GRADING	.	Maintenance Supplies	Y
9402	Ammala Excavating/Allen		6,250.00	2 Transactions			
7916	AT&T Mobility (R&B) 03-303-000-0000-6220		38.23	PAUL'S IPAD SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220		38.23	MIKE'S LAPTOP SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220		38.23	CAROLS LAPTOP SVC	ACCT 287303768387	Telephone	N
7916	AT&T Mobility (R&B)		114.69	3 Transactions			
14504	Bobenmoyer/Jared 03-303-000-0000-6181		191.43	BOOT REIMBURSEMENT	BRUNT WORKWEAL	Safety Footwear Allowance	N
14504	Bobenmoyer/Jared		191.43	1 Transactions			
11895	Cargill, Incorporated 03-303-000-0000-6518		3,788.75	DE-ICING SALT	2910329693	De-icing Salt	N
11895	Cargill, Incorporated		3,788.75	1 Transactions			
14887	Cintas Corporation 03-303-000-0000-6360		16.08	SHOP LAUNDRY	4213917505	Services, Labor, Contracts	N
14887	Cintas Corporation		16.08	1 Transactions			
2763	Countryside Sanitation, LLC						

Aitkin County



3 Road & Bridge

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
2763	Countryside Sanitation, LLC	03-303-000-0000-6255			81.90	DEC 2024 PALISADE		ACCT 91		Garbage		Y
					81.90		1 Transactions					
7920	Dixon Mechanical Electric, LLP	03-303-000-0000-6590			390.00	REPAIR PARTS		9492		Repair & Maintenance Supplies		Y
		03-303-000-0000-6590			335.40	REPAIR PARTS		9492		Repair & Maintenance Supplies		Y
7920	Dixon Mechanical Electric, LLP				725.40		2 Transactions					
1754	Garrison Disposal Company, Inc	03-303-000-0000-6255			140.28	AITKIN SHOP		381905		Garbage		N
1754	Garrison Disposal Company, Inc				140.28		1 Transactions					
2340	Hyytinen Hardware Hank	03-303-000-0000-6417			1.49	AITKIN SHOP		ACCT 2054		Shop/Building Maintenance		N
		03-303-000-0000-6417			7.12	AITKIN SHOP		ACCT 2054		Shop/Building Maintenance		N
		03-303-000-0000-6417			32.95	AITKIN SHOP SUPPLIES		ACCT 2054		Shop/Building Maintenance		N
		03-303-000-0000-6417			32.98	AITKIN SHOP SUPPLIES		ACCT 2054		Shop/Building Maintenance		N
		03-303-000-0000-6417			22.99	AITKIN SHOP SUPPLIES		ACCT 2054		Shop/Building Maintenance		N
		03-303-000-0000-6516			21.99	SIGN SUPPLIES		ACCT 2054		Signs & Posts		N
2340	Hyytinen Hardware Hank				119.52		6 Transactions					
91187	Lake Country Power	03-303-000-0000-6254			49.76	NOV 24 JACOBSON		1400073000		Utilities-Gas and Electric		N
		03-303-000-0000-6254			111.87	NOV 24 SWATARA		140946401		Utilities-Gas and Electric		N
		03-303-000-0000-6254			63.90	NOV CSAH 14		141979801		Utilities-Gas and Electric		N
		03-303-000-0000-6254			62.95	NOV CSAH 6		141979901		Utilities-Gas and Electric		N
		03-303-000-0000-6254			63.00	NOV 24 CSAH 6		143093502		Utilities-Gas and Electric		N
91187	Lake Country Power				351.48		5 Transactions					
7899	Locators & Supplies, Inc	03-303-000-0000-6417			407.68	AITKIN SHOP SUPPLIES		0318176-IN		Shop/Building Maintenance		N
7899	Locators & Supplies, Inc				407.68		1 Transactions					
9046	Loffler Companies, Inc.	03-303-000-0000-6220			99.14	MONTHLY TELEPHONE	10/01/2024 10/31/2024	4821439		Telephone		N
		03-303-000-0000-6220			99.23	MONTHLY TELEPHONE	11/01/2024 11/30/2024	4878338		Telephone		N

Aitkin County



3 Road & Bridge

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.		198.37		2 Transactions		
3100	McGregor Oil 03-303-000-0000-6570		1,562.95	JACOBSON DIESEL	0-16455	Motor Fuel & Lubricants	N
3100	McGregor Oil		1,562.95		1 Transactions		
3334	MCIT 03-303-000-0000-6171		1,958.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	03-303-000-0000-6171		470.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		2,428.00		2 Transactions		
12927	Midwest Machinery Co. 03-303-000-0000-6590		486.32	REPAIR PARTS	10311344	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		486.32		1 Transactions		
9239	Mn Dept Of Natural Resources-OMB 03-303-000-0000-6519		17,995.50	GRAVEL-LEAR010068	1170537	Gravel & Royalties	N
	03-303-000-0000-6519		66,123.00	GRAVEL-LEAR010050	1170538	Gravel & Royalties	N
9239	Mn Dept Of Natural Resources-OMB		84,118.50		2 Transactions		
3555	Newman Signs Inc 03-303-000-0000-6516		887.49	RESIDENTIAL E-911 SIGNS	TRFINV058200	Signs & Posts	N
3555	Newman Signs Inc		887.49		1 Transactions		
8436	Northland Parts 03-303-000-0000-6590		54.97	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.00	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		117.86	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		9.49	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		14.99	REPAIR PARTS	ACCT 3741	Repair & Maintenance Supplies	N
8436	Northland Parts		178.31		5 Transactions		
10720	Nuss Truck Group Inc 03-303-000-0000-6590		25.99	REPAIR PARTS	PSO158015-2	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		25.99		1 Transactions		
10412	O'Reilly Auto Parts 03-303-000-0000-6590		4.49	REPAIR PARTS	1878-207244	Repair & Maintenance Supplies	N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10412	O'Reilly Auto Parts		4.49		1 Transactions		
14861	Parman Energy Group						
	03-303-000-0000-6570		97.29	REPAIR PARTS-DEF	0269411-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		97.29	REPAIR PARTS-DEF	0269411-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		97.29	REPAIR PARTS-DEF	0269411-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		97.28	REPAIR PARTS-DEF	0269411-IN	Motor Fuel & Lubricants	N
14861	Parman Energy Group		389.15		4 Transactions		
8537	Powerplan OIB						
	03-303-000-0000-6590		335.68	REPAIR PARTS	2441204	Repair & Maintenance Supplies	N
8537	Powerplan OIB		335.68		1 Transactions		
10027	PRIBYL/WYATT						
	03-303-000-0000-6181		195.00	WORK BOOT REIMBURSEMENT	JUSTIN BOOTS.	Safety Footwear Allowance	N
10027	PRIBYL/WYATT		195.00		1 Transactions		
15211	Quality Disposal Systems Inc						
	03-303-000-0000-6255		77.22	GARBAGE: MCGRATH	ACCT 1652085	Garbage	N
15211	Quality Disposal Systems Inc		77.22		1 Transactions		
13116	Rally Snares						
	03-303-000-0000-6360		200.00	BEAVER REMOVAL	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		385.00	DAM REMOVAL LABOR	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		250.00	BEAVER REMOVAL	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		70.00	DAM REMOVAL LABOR	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		100.00	BEAVER REMOVAL	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		35.00	DAM REMOVAL LABOR	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		260.55	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		22.75	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		220.94	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		70.53	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		332.74	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
	03-303-000-0000-6360		150.42	MILEAGE	9-26 TO 11-19-24	Services, Labor, Contracts	Y
13116	Rally Snares		2,097.93		12 Transactions		
4010	Rasley Oil Company						
	03-303-000-0000-6570		43.34	GASOLINE	30568	Motor Fuel & Lubricants	N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
4010	Rasley Oil Company		43.34				
				1 Transactions			
4070	Riley Auto Supply						
	03-303-000-0000-6590		115.98	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		16.99	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		37.88	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		77.96	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		338.44	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		6.98	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		107.12	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		8.98	REPAIR PARTS	ACCT 2716	Repair & Maintenance Supplies	N
4070	Riley Auto Supply		710.33				
				8 Transactions			
14812	SCI Broadband/Savage Communications						
	03-303-000-0000-6220		155.57	DEC PHONE/INTERNET	ACCT 009-038972	Telephone	N
14812	SCI Broadband/Savage Communications		155.57				
				1 Transactions			
12788	Timmer Implement of Aitkin						
	03-303-000-0000-6590		671.25	REPAIR PARTS	IA26671 ACCT 32879	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		671.25				
				1 Transactions			
303	DEPT Total:		108,863.29	R&B Highway Maintenance	31 Vendors	76 Transactions	
307	DEPT			R&B Capital Infrastructure			
86222	Aitkin Independent Age						
	03-307-000-0000-6230		127.50	AD FOR BID	1438211	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		127.50				
				1 Transactions			
8694	Department of Transportation						
	03-307-000-0000-6269		131.93	JOB COST TRANSFERS	P00019273	Professional Services	N
	03-307-000-0000-6269		2,792.77	JOB COST TRANSFERS/PAYROLL	P00019273	Professional Services	N
8694	Department of Transportation		2,924.70				
				2 Transactions			
10497	Veterans United Home Loans						
	03-307-000-0000-6362		250.00	PART RELS-LOAN 0673132056	LOAN 0673132056	Right Of Way	S
10497	Veterans United Home Loans		250.00				
				1 Transactions			

WLB1
12/17/24 4:04PM

Aitkin County



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

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
307	DEPT Total:		3,302.20	R&B Capital Infrastructure	3 Vendors	4 Transactions	
3	Fund Total:		115,069.13	Road & Bridge		93 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	AMAZON CAPITAL SERVICES (HHS only)						
	05-400-400-0402-6405		599.00	RSG TECHNOLOGY 12/12/2024 12/12/2024	1FWR-9DCC-QLMJ	Office Supplies	N
	05-400-410-0413-6430		150.50	WIC SCALE CASE 12/09/2024 12/09/2024	1GYD-P117-CTWR	WIC - Medical Supplies	N
	05-400-430-0408-6435		194.25	PH BUDGET LINE-FHV SUPPLIES 12/12/2024 12/12/2024	1NML-NJ1M-PNDQ	Public Health Program Related Supplies	N
	05-400-440-0410-6405		19.74	ACCTG-TONER 12/09/2024 12/09/2024	1R4M-XYNR-7DCK	Office Supplies	N
	05-400-440-0410-6405		12.85	AGENCY-PENCILS/MARKERS/PH BATT 12/09/2024 12/09/2024	1R4M-XYNR-7DCK	Office Supplies	N
	05-400-430-0408-6435		194.25	PH BUDGET LINE-FHV SUPPLIES 12/12/2024 12/12/2024	1V3C-9XWJ-QPPR	Public Health Program Related Supplies	N
	05-400-440-0410-6405		6.98	AGENCY-MARKERS/DISH WANDS 12/02/2024 12/02/2024	1WD9-G1TD-XK7Y	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		1,177.57	7 Transactions			
248	Association of Mn Counties						
	05-400-440-0410-6241		56.00	ADMIN-CONFERENCE REGISTRATION		Meeting/Conference Registration Fee	N
248	Association of Mn Counties		56.00	1 Transactions			
783	Canon Financial Services, Inc						
	05-400-440-0410-6342		25.20	OSS COPIER CONTRACT 12/01/2024 12/31/2024	36880859	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		40.42	MAILROOM COPIER CONTRACT 12/01/2024 12/31/2024	36880861	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		288.36	PH COPIER CONTRACT 12/01/2024 12/31/2024	36881101	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		353.98	3 Transactions			
10367	Creature Works						
	05-400-450-0451-6360		489.00	PH BUDGET LINE-MAC 12/12/2024 12/12/2024	1.6421	Services, Labor, Contracts	Y
10367	Creature Works		489.00	1 Transactions			
10855	Culligan Soft Water						
	05-400-440-0410-6342		20.45	COOLER RENTAL SERVICES 12/24 12/01/2024 12/31/2024	150X01943703	Office Equipment Rental/Contracts	N

Aitkin County

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



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10855	Culligan Soft Water		20.45		1 Transactions		
9046	Loffler Companies, Inc. 05-400-440-0410-6220		56.30	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	05-400-440-0410-6220		56.35	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		112.65		2 Transactions		
14071	Marco Technologies LLC 05-400-440-0410-6266		133.00	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y
	05-400-440-0410-6266		19.76	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y
14071	Marco Technologies LLC		152.76		2 Transactions		
3334	MCIT 05-400-440-0410-6171		409.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		409.00		1 Transactions		
86391	MSSA 05-400-440-0410-6240		76.58	MSSA MEMBERSHIP DUES 2025		Membership/Dues/Association Fees	N
86391	MSSA		76.58		1 Transactions		
88859	Spee*Dee-St Cloud 05-400-430-0408-6360		152.88	FAP SERVICE -111 11/06/2024 11/30/2024	1151611	Services, Labor, Contracts	N
88859	Spee*Dee-St Cloud		152.88		1 Transactions		
86235	The Office Shop Inc 05-400-440-0410-6300		160.55	MAILRM-COPIER CONTRACT IRDXC58 11/27/2024 11/27/2024	333934-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		160.55		1 Transactions		
10930	Tidholm Productions 05-400-450-0451-6360		6,241.92	PH BUDGET LINE-THE FAMILY 12/16/2024 12/16/2024	4449 6736	Services, Labor, Contracts	Y
10930	Tidholm Productions		6,241.92		1 Transactions		
9553	Vestis 05-400-440-0410-6422		9.61	JANITORIAL TOWELS	2530332946	Janitorial Supplies	N

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9553	Vestis		9.61	10/29/2024 10/29/2024	1 Transactions		
400	DEPT Total:		9,412.95	Public Health Department	13 Vendors	23 Transactions	
420	DEPT			Income Maintenance			
88284	Aitkin Co Recorder 05-420-650-4800-6800		26.00	MA ESTATE DEATH CERTIFICATES 04/25/2024 04/25/2024	107848	Program Expenses Direct Charge Ffp	N
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 12/05/2024 12/05/2024	122039	Program Expenses Direct Charge Ffp	N
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 12/06/2024 12/06/2024	122049	Program Expenses Direct Charge Ffp	N
88284	Aitkin Co Recorder		52.00		3 Transactions		
9561	Amazon Business 05-420-600-4800-6405		41.98-	INV PAID TWICE IA010419596376	IA010419596376	Office Supplies	N
9561	Amazon Business		41.98-		1 Transactions		
9608	AMAZON CAPITAL SERVICES (HHS only) 05-420-600-4800-6405		46.53	ACCTG-TONER 12/09/2024 12/09/2024	1R4M-XYNR-7DCK	Office Supplies	N
	05-420-600-4800-6405		30.29	AGENCY-PENCILS/MARKERS/PH BATT 12/09/2024 12/09/2024	1R4M-XYNR-7DCK	Office Supplies	N
	05-420-600-4800-6405		16.45	AGENCY-MARKERS/DISH WANDS 12/02/2024 12/02/2024	1WD9-G1TD-XK7Y	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		93.27		3 Transactions		
248	Association of Mn Counties 05-420-600-4800-6241		132.00	ADMIN-CONFERENCE REGISTRATION		Meeting/Conference Registration Fee	N
248	Association of Mn Counties		132.00		1 Transactions		
783	Canon Financial Services, Inc 05-420-600-4800-6342		59.39	OSS COPIER CONTRACT 12/01/2024 12/31/2024	36880859	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		95.27	MAILROOM COPIER CONTRACT 12/01/2024 12/31/2024	36880861	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		154.66		2 Transactions		

Aitkin County

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



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10855	Culligan Soft Water 05-420-600-4800-6342		48.21	COOLER RENTAL SERVICES 12/24 12/01/2024 12/31/2024	150X01943703	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		48.21	1 Transactions			
11051	Department of Human Services 05-420-620-4400-6026		250.00	MCRE/GAMC/NONRES ESTATE 09/01/2024 09/30/2024	A300MM2G011	State Share - GAMC Estate	N
	05-420-650-4400-6025		3,958.24	MA LTC UN 65 09/01/2024 09/30/2024	A300MM2G011	State/Fed Share - MA Program	N
	05-420-650-4400-6025		422.72	G8 LTC LT65 CY20 09/01/2024 09/30/2024	A300MM2G011	State/Fed Share - MA Program	N
	05-420-650-4400-6026		222.13	MA ESTATE COLLECTIONS-FED 09/01/2024 09/30/2024	A300MM2G011	State/Fed Share - MA Estate	N
	05-420-650-4400-6026		111.06	MA ESTATE COLLECTIONS-STATE 09/01/2024 09/30/2024	A300MM2G011	State/Fed Share - MA Estate	N
11051	Department of Human Services		4,964.15	5 Transactions			
10435	LexisNexis Risk Solutions FL Inc. 05-420-640-4800-6266		180.00	LEXISNEXIS-2 USERS 11/24 11/01/2024 11/30/2024	1300053917	Software Fees/License Fees	Y
10435	LexisNexis Risk Solutions FL Inc.		180.00	1 Transactions			
9046	Loffler Companies, Inc. 05-420-600-4800-6220		132.68	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	05-420-640-4800-6220		33.09	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	05-420-600-4800-6220		132.79	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
	05-420-640-4800-6220		33.12	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		331.68	4 Transactions			
14071	Marco Technologies LLC 05-420-600-4800-6266		266.00	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y
	05-420-600-4800-6266		50.16	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y
	05-420-640-4800-6266		76.00	OFFICE 365 SUBSCRIPTION	INV12998861	Software Fees/License Fees	Y

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
14071	Marco Technologies LLC				392.16				3 Transactions			
3334	MCIT	05-420-600-4800-6171			64.00	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation		N
3334	MCIT				64.00				1 Transactions			
86391	MSSA	05-420-600-4800-6240			180.51	MSSA MEMBERSHIP DUES 2025				Membership/Dues/Association Fees		N
86391	MSSA				180.51				1 Transactions			
15347	St Louis County - PHHS	05-420-650-4400-6211			67.56	MTM ADMIN FEE NON-FFP	10/08/2024 10/08/2024	IP-00027489		Medical Assistance - MTM Admin		N
		05-420-650-4400-6211			495.44	MTM ADMIN FEE NON-FFP	10/22/2024 10/22/2024	IP00027493		Medical Assistance - MTM Admin		N
15347	St Louis County - PHHS				563.00				2 Transactions			
86235	The Office Shop Inc	05-420-600-4800-6300			378.43	MAILRM-COPIER CONTRACT IRDXC58	11/27/2024 11/27/2024	333934-0		Maintenance/Service Contracts		N
		05-420-640-4800-6300			55.49	CS-COPIER CONTRACT IRC5550III	11/27/2024 11/27/2024	333934-0		Maintenance/Service Contracts		N
86235	The Office Shop Inc				433.92				2 Transactions			
9553	Vestis	05-420-600-4800-6422			22.64	JANITORIAL TOWELS	10/29/2024 10/29/2024	2530332946		Janitorial Supplies		N
9553	Vestis				22.64				1 Transactions			
420	DEPT Total:				7,570.22	Income Maintenance			15 Vendors		31 Transactions	
430	DEPT					Social Services						
9608	AMAZON CAPITAL SERVICES (HHS only)	05-430-700-4800-6405			11.48	SS-3 MONTH CALENDAR (JH)	12/12/2024 12/12/2024	1974-HVPC-PR4T		Office Supplies		N
		05-430-700-4800-6405			74.73	ACCTG-TONER	12/09/2024 12/09/2024	1R4M-XYNR-7DCK		Office Supplies		N
		05-430-700-4800-6405			48.64	AGENCY-PENCILS/MARKERS/PH BATT	12/09/2024 12/09/2024	1R4M-XYNR-7DCK		Office Supplies		N

Aitkin County



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			26.41	AGENCY-MARKERS/DISH WANDS	12/02/2024 12/02/2024	1WD9-G1TD-XK7Y		Office Supplies		N
9608	AMAZON CAPITAL SERVICES (HHS only)				161.26		4 Transactions					
248	Association of Mn Counties	05-430-700-4800-6241			212.00	ADMIN-CONFERENCE REGISTRATION				Meeting/Conference Registration Fee		N
248	Association of Mn Counties				212.00		1 Transactions					
783	Canon Financial Services, Inc	05-430-700-4800-6342			95.38	OSS COPIER CONTRACT	12/01/2024 12/31/2024	36880859		Office Equipment Rental/Contracts		N
		05-430-700-4800-6342			153.01	MAILROOM COPIER CONTRACT	12/01/2024 12/31/2024	36880861		Office Equipment Rental/Contracts		N
783	Canon Financial Services, Inc				248.39		2 Transactions					
10855	Culligan Soft Water	05-430-700-4800-6342			77.44	COOLER RENTAL SERVICES 12/24	12/01/2024 12/31/2024	150X01943703		Office Equipment Rental/Contracts		N
10855	Culligan Soft Water				77.44		1 Transactions					
9046	Loffler Companies, Inc.	05-430-700-4800-6220			213.10	MONTHLY TELEPHONE	10/01/2024 10/31/2024	4821439		Telephone		N
		05-430-700-4800-6220			213.30	MONTHLY TELEPHONE	11/01/2024 11/30/2024	4878338		Telephone		N
9046	Loffler Companies, Inc.				426.40		2 Transactions					
14071	Marco Technologies LLC	05-430-700-4800-6266			551.00	OFFICE 365 SUBSCRIPTION		INV12998861		Software Fees/License Fees		Y
		05-430-700-4800-6266			82.08	OFFICE 365 SUBSCRIPTION		INV12998861		Software Fees/License Fees		Y
14071	Marco Technologies LLC				633.08		2 Transactions					
3334	MCIT	05-430-700-4800-6171			32.00	2023 Work Comp Audit		WCAUDIT1664		Workers Compensation		N
3334	MCIT				32.00		1 Transactions					
86391	MSSA	05-430-700-4800-6240			289.91	MSSA MEMBERSHIP DUES 2025				Membership/Dues/Association Fees		N

Aitkin County



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

5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
86391	MSSA		289.91	1 Transactions		
86235	The Office Shop Inc 05-430-700-4800-6300		607.77	MAILRM-COPIER CONTRACT IRDXC58 11/27/2024 11/27/2024 1 Transactions	333934-0	Maintenance/Service Contracts N
86235	The Office Shop Inc		607.77	1 Transactions		
9553	Vestis 05-430-700-4800-6422		36.36	JANITORIAL TOWELS 10/29/2024 10/29/2024 1 Transactions	2530332946	Janitorial Supplies N
9553	Vestis		36.36	1 Transactions		
430	DEPT Total:		2,724.61	Social Services	10 Vendors	16 Transactions
5	Fund Total:		19,707.78	Health & Human Services		70 Transactions

Aitkin County



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			
4580	Mn Dept Of Finance						
	09-000-000-0000-2030		285.00	NOV. MARRIAGE REPORT. 3 REG, 1	NOV 2024	State Fees, Assessments & Surcharges	N
	09-000-000-0000-2022		828.00	BIRTH & DEATH SURCHARGES	NOVEMBER 2024	Birth/Death Surcharges	N
	09-000-000-0000-2024		81.00	CHILDREN SURCHARGES	NOVEMBER 2024	St Share Of Birth Cert.-Children	N
	09-000-000-0000-2031		7.50	TORRENS ASSURANCE	NOVEMBER 2024	Real Estate Assurance (Was 5874 And 6	N
	09-000-000-0000-2036		4,869.00	STATE GEN FUND/LEG. SURCHARGE	NOVEMBER 2024	Recording Surcharges (Was 5871 & 6281)	N
4580	Mn Dept Of Finance		6,070.50	5 Transactions			
3375	Mn Dept Of Health						
	09-000-000-0000-2027		722.50	STATE WELL CERTIFICATE	NOVEMBER 2024	State Well Cert Fees (Was 5097 & 6203)	N
3375	Mn Dept Of Health		722.50	1 Transactions			
0	DEPT Total:		6,793.00	Undesignated	2 Vendors	6 Transactions	
9	Fund Total:		6,793.00	State		6 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
584	Blandin Paper Co 10-900-000-0000-2300		1,476.12	REFUND BOND	14477	Timber Permit Bonds	N
584	Blandin Paper Co		1,476.12	1 Transactions			
900	DEPT Total:		1,476.12	Timber Permit Bonds	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10-923-000-0000-6230		59.49	TAX FORFEITED LAND SALE	1430254	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		59.49	1 Transactions			
170	Aitkin Motor Company 10-923-000-0000-6590		59.07	2021 F150 E25173 LOF	51317	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		59.07	1 Transactions			
7628	Al's Welding & Sandblasting 10-923-000-0000-6590		329.60	REPAIR TIRE REPLA WHEEL CK BAT	10902	Repair & Maintenance Supplies	Y
7628	Al's Welding & Sandblasting		329.60	1 Transactions			
9561	Amazon Business 10-923-000-0000-6590		55.00	WORK LAMP HEADLIGHT FOR BOBCAT	1KP7-HPWV-C9HD	Repair & Maintenance Supplies	N
9561	Amazon Business		55.00	1 Transactions			
10452	AT&T Mobility 10-923-000-0000-6220		659.90	CELL PHONES 10/26/2024 11/25/2024	287302631438X120	Telephone	N
10452	AT&T Mobility		659.90	1 Transactions			
13725	Beartooth Hardware Inc 10-923-000-0000-6590		7.98	2 TUBE HEAT SHRINK	51593	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		91.90	MISC HARDWARE FOR TRAILER REPA	51695	Repair & Maintenance Supplies	N
13725	Beartooth Hardware Inc		99.88	2 Transactions			
584	Blandin Paper Co 10-923-000-0000-6820		923.13	REFUND OVERAPPRAISAL	14477	Refunds & Reimbursements	N
584	Blandin Paper Co		923.13	1 Transactions			
10024	Bobcat of Brainerd						

Aitkin County



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

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10024	Bobcat of Brainerd		412.88	COUPLER FF FEMALE, MALE & SHOE	100717	Repair & Maintenance Supplies	N
			412.88	1 Transactions			
783	Canon Financial Services, Inc		158.21	COPIER RENTAL	36881099	Office/Equipment-Rental	N
				12/01/2024 12/31/2024			
783	Canon Financial Services, Inc		158.21	1 Transactions			
5893	CTC - 446126		350.00	INTERNET	21503836	Utilities-Gas and Electric	N
				12/12/2024 01/11/2025			
5893	CTC - 446126		350.00	1 Transactions			
10855	Culligan Soft Water		15.00	WATER SHOP	150X01949700	Office/Equipment-Rental	N
				12/01/2024 12/31/2024			
10855	Culligan Soft Water		15.00	1 Transactions			
10500	Fredrickson/Kyle		167.96	2024 BOOT ALLOWANCE	122024	Safety Footwear Allowance	N
				1 Transactions			
10500	Fredrickson/Kyle		167.96	1 Transactions			
1754	Garrison Disposal Company, Inc		110.30	SHOP GARBAGE	381848	Garbage	N
				12/01/2024 12/31/2024			
1754	Garrison Disposal Company, Inc		110.30	1 Transactions			
12514	GMPT		265.00	2025 DUES	112024	Membership/Dues/Association Fees	Y
				01/01/2025 12/31/2025			
12514	GMPT		265.00	1 Transactions			
9747	Haugly/Bryan		139.63	2024 BOOT ALLOWANCE	122024	Safety Footwear Allowance	N
				1 Transactions			
9747	Haugly/Bryan		139.63	1 Transactions			
2424	Jobe/Peter N		133.70	REFUND OVERAPPRAISAL	14592	Refunds & Reimbursements	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2424	Jobe/Peter N		133.70				
				1 Transactions			
9046	Loffler Companies, Inc.						
	10-923-000-0000-6220		44.06	MONTHLY TELEPHONE	4821439	Telephone	N
				10/01/2024 10/31/2024			
	10-923-000-0000-6220		44.10	MONTHLY TELEPHONE	4878338	Telephone	N
				11/01/2024 11/30/2024			
9046	Loffler Companies, Inc.		88.16				
				2 Transactions			
14071	Marco Technologies LLC						
	10-923-000-0000-6266		285.00	OFFICE 365 SUBSCRIPTION	INV12998861	Data Processing/Computer Services	Y
14071	Marco Technologies LLC		285.00				
				1 Transactions			
3334	MCIT						
	10-923-000-0000-6171		3,217.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		3,217.00-				
				1 Transactions			
9692	Minnesota Energy Resources Corporation						
	10-923-000-0000-6254		215.19	SHOP GAS	5270605694	Utilities-Gas and Electric	N
				10/29/2024 11/27/2024			
9692	Minnesota Energy Resources Corporation		215.19				
				1 Transactions			
4070	Riley Auto Supply						
	10-923-000-0000-6590		11.99	DTC 500A CABLE CLAMPS	645309 / LAND	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		28.97	6' 4-WIRE EXT SHRINK TUBE	645342 / LAND	Repair & Maintenance Supplies	N
4070	Riley Auto Supply		40.96				
				2 Transactions			
86235	The Office Shop Inc						
	10-923-000-0000-6405		58.26	2025 APPT BOOK, LEGAL PADS	1148576-0	Office Supplies	N
86235	The Office Shop Inc		58.26				
				1 Transactions			
12788	Timmer Implement of Aitkin						
	10-923-000-0000-6590		108.52	COUPLER, FF A613	IA26667 / LAND	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		108.52				
				1 Transactions			
10180	WEX Bank - Land Dept						
	10-923-000-0000-6335		1,628.63	GAS	101524171	Gas/Vehicle Fuel Charges	N
				11/08/2024 12/07/2024			

WLB1
12/17/24 4:04PM

Aitkin County



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

10 Trust

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10180	WEX Bank - Land Dept		1,628.63		1 Transactions		
923	DEPT Total:		3,146.47	Forfeited Tax Sales	24 Vendors	27 Transactions	
10	Fund Total:		4,622.59	Trust		28 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
3334	MCIT 11-925-000-0000-6171		204.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	11-925-000-0000-6171		982.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		1,186.00	2 Transactions			
9285	Rocon Paving 11-925-000-0000-6361		50,000.00	CRUSH JEWETT PIT 7500YD CL5	122024	Road Construction Service	Y
9285	Rocon Paving		50,000.00	1 Transactions			
925	DEPT Total:		51,186.00	Resource Management	2 Vendors	3 Transactions	
939	DEPT			County Surveyor			
13725	Beartooth Hardware Inc 11-939-000-0000-6450		25.97	WINDSHEILD DEICE WASH BATTERIE	50677 / LAND	Supplies	N
13725	Beartooth Hardware Inc		25.97	1 Transactions			
15063	Chapter II MSPS 11-939-000-0000-6240		40.00	R QUALE 2025 DUES	2025 DUES	Membership/Dues/Association Fees	N
15063	Chapter II MSPS		40.00	1 Transactions			
15226	Data Activation Center 11-939-000-0000-6405		180.00	VNET ADDALINE ANN 1YR SHAR G2 12/01/2024 12/31/2024	117966	Office Supplies	N
15226	Data Activation Center		180.00	1 Transactions			
9046	Loffler Companies, Inc. 11-939-000-0000-6220		22.03	MONTHLY TELEPHONE 10/01/2024 10/31/2024	4821439	Telephone	N
	11-939-000-0000-6220		22.05	MONTHLY TELEPHONE 11/01/2024 11/30/2024	4878338	Telephone	N
9046	Loffler Companies, Inc.		44.08	2 Transactions			
3334	MCIT 11-939-000-0000-6171		24.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		24.00	1 Transactions			
14897	MN Assoc of County Surveyors 11-939-000-0000-6240		100.00	R QUALE 2025 DUES	122024	Membership/Dues/Association Fees	N

WLB1
12/17/24 4:04PM

Aitkin County



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

11 Forest Development

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
14897	MN Assoc of County Surveyors		100.00		1 Transactions		
939	DEPT Total:		414.05	County Surveyor	6 Vendors	7 Transactions	
11	Fund Total:		51,600.05	Forest Development		10 Transactions	

Aitkin County



13 Taxes & Penalties

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	AMUNDSON/SETH 13-943-000-0000-2001		25.36	PROPERTY TAX OVERPAYMENT - P3 1 Transactions	3083	Cur - Property Taxes	N
999999000	AMUNDSON/SETH		25.36				
999999000	ANDERSON/MARY ANN 13-943-000-0000-2001		104.00	PROPERTY TAX OVERPAYMENT - P3 1 Transactions	3088	Cur - Property Taxes	N
999999000	ANDERSON/MARY ANN		104.00				
999999000	CORELOGIC 13-943-000-0000-2001		628.00	PROPERTY TAX OVERPAYMENT - P3 1 Transactions	3087	Cur - Property Taxes	N
999999000	CORELOGIC		628.00				
999999000	E URQUHART/RUTHANN 13-943-000-0000-2001		29.45	PROPERTY TAX OVERPAYMENT - P3 1 Transactions	3085	Cur - Property Taxes	N
999999000	E URQUHART/RUTHANN		29.45				
999999000	PAYTON/KEITH 13-943-000-0000-2001		10.04	PROPERTY TAX OVERPAYMENT - 3 1 Transactions	3084	Cur - Property Taxes	N
999999000	PAYTON/KEITH		10.04				
999999000	SAUVAGEAU/BEVERLY 13-943-000-0000-2001		116.00	PROPERTY TAX OVERPAYMENT - P3 1 Transactions	3089	Cur - Property Taxes	N
999999000	SAUVAGEAU/BEVERLY		116.00				
943	DEPT Total:		912.85	Taxes And Penalties	6 Vendors	6 Transactions	
13	Fund Total:		912.85	Taxes & Penalties		6 Transactions	

Aitkin County



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			
2763	Countryside Sanitation, LLC 19-521-000-0000-6255		157.95	LLCC GARBAGE 12/01/2024 12/31/2024	5922	Garbage	Y
2763	Countryside Sanitation, LLC		157.95	1 Transactions			
3334	MCIT 19-521-000-0000-6171		43.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		43.00-	1 Transactions			
9754	Northern Community Radio 19-521-000-0000-6230		725.00	2024-2025 SPONSORSHIP	CC-124118741	Printing, Publishing & Adv	N
9754	Northern Community Radio		725.00	1 Transactions			
86235	The Office Shop Inc 19-521-000-0000-6342		98.70	COPIER CONTRACT 10/28/2024 10/28/2024	333550-0	Office Equipment Rental/Contracts	N
	19-521-000-0000-6342		98.70	COPIER CONTRACT 11/27/2024 11/27/2024	333951-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		197.40	2 Transactions			
9617	Timber Lakes Septic Service, Inc. 19-521-000-0000-6360		1,710.00	SEPTIC PUMP & INSPECT & JET LI	42372	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.		1,710.00	1 Transactions			
10320	Wolf Ridge Environmental Learning Center 19-521-000-0000-6360		1,000.00	REIMBURSE FOR SSG 4Q FEE	4734	Services, Labor, Contracts	N
10320	Wolf Ridge Environmental Learning Center		1,000.00	1 Transactions			
521	DEPT Total:		3,747.35	LLCC Administration	6 Vendors	7 Transactions	
522	DEPT			LLCC Education			
9561	Amazon Business 19-522-000-0000-6431		15.98	SCHOOL SUPPLIES	1GYN-QJQN-4WX6	Educational Supplies	N
	19-522-000-0000-6431		7.46	BOOK	1GYN-QJQN-4WX6	Educational Supplies	N
9561	Amazon Business		23.44	2 Transactions			
3334	MCIT 19-522-000-0000-6171		39.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N

Aitkin County



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3334	MCIT		39.00-	1 Transactions		
3810	Paulbeck's County Market					
	19-522-000-0000-6431		21.99	BIRD SEED FOR FEEDERS	7684653	Educational Supplies
3810	Paulbeck's County Market		21.99	1 Transactions		N
522	DEPT Total:		6.43	LLCC Education	3 Vendors	4 Transactions
523	DEPT			LLCC Food		
3334	MCIT					
	19-523-000-0000-6171		301.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation
3334	MCIT		301.00-	1 Transactions		N
3810	Paulbeck's County Market					
	19-523-000-0000-6418		4.89	GROCERIES	7684653	Groceries-Students
3810	Paulbeck's County Market		4.89	1 Transactions		N
10076	PFS Minnesota					
	19-523-000-0000-6418		1,554.53	GROCERIES	74453853	Groceries-Students
	19-523-000-0000-6418		3.85-	CR FROM 2022 CLEANUP SEE EMAI	74453853	Groceries-Students
	19-523-000-0000-6418		46.20-	RETURN OF CROGERIES	74453853	Groceries-Students
10076	PFS Minnesota		1,504.48	3 Transactions		N
4968	Upper Lakes Foods, Inc					
	19-523-000-0000-6418		1,252.71	FOOD	550382-00	Groceries-Students
	19-523-000-0000-6418		180.00-	RETURN OUTDATED MILK	550382-0A	Groceries-Students
	19-523-000-0000-6418		187.95	GROCERIES	551443-00	Groceries-Students
4968	Upper Lakes Foods, Inc		1,260.66	3 Transactions		N
523	DEPT Total:		2,469.03	LLCC Food	4 Vendors	8 Transactions
524	DEPT			LLCC Maintenance		
9561	Amazon Business					
	19-524-000-0000-6422		56.94	MICRO FILTER BAGS	1GYN-QJQN-4WX6	Janitorial Supplies
9561	Amazon Business		56.94	1 Transactions		N
10365	Antoine Electric, Inc.					
	19-524-000-0000-6360		1,225.01	SEPTIC STATION BETWEEN HOUSES	24897	Services, Labor, Contracts

Aitkin County

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



Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	19-524-000-0000-6360		174.79	PROOFING OVEN	24899	Services, Labor, Contracts	N
	19-524-000-0000-6360		878.29	AIR COMP FOR FIRE SUPPRESS SYS	24900	Services, Labor, Contracts	N
	19-524-000-0000-6360		962.31	FIRE SUPPRESS AIR COMP ELEC MO	24901	Services, Labor, Contracts	N
	19-524-000-0000-6590		99.46	HIGH TEMP GASKET MATERIAL GARN	24947	Repair & Maintenance Supplies	N
10365	Antoine Electric, Inc.		3,339.86	5 Transactions			
13725	Beartooth Hardware Inc						
	19-524-000-0000-6590		29.06	BULK TUBING & TORCH TRIGGER	47560	Repair & Maintenance Supplies	N
13725	Beartooth Hardware Inc		29.06	1 Transactions			
9085	Climate Makers Inc						
	19-524-000-0000-6360		1,534.32	DINING HALL HEAT	122360	Services, Labor, Contracts	N
	19-524-000-0000-6360		1,053.84	REP THERMOCOUPLES ON UNIT HEAT	122453	Services, Labor, Contracts	N
9085	Climate Makers Inc		2,588.16	2 Transactions			
2340	Hyytinen Hardware Hank						
	19-524-000-0000-6590		4.50	HARDWARE	22199/1	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank		4.50	1 Transactions			
88628	Imperial Dade						
	19-524-000-0000-6360		479.50	ZAMBONI MAINTENANCE - YIPPEE!	4274127	Services, Labor, Contracts	N
	19-524-000-0000-6590		1,169.28	SOFTENER SALT	4296895	Repair & Maintenance Supplies	N
88628	Imperial Dade		1,648.78	2 Transactions			
15300	MCGREGOR ACE HARDWARE						
	19-524-000-0000-6590		74.29	REPAIR ITEMS	310021 / LLCC	Repair & Maintenance Supplies	N
15300	MCGREGOR ACE HARDWARE		74.29	1 Transactions			
3334	MCIT						
	19-524-000-0000-6171		1,104.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		1,104.00	1 Transactions			
3776	Palisade One Stop						
	19-524-000-0000-6335		48.75	OFFROAD DIESEL	001-00458671	Gas/Vehicle Fuel Charges	N
	19-524-000-0000-6335		34.64	SUPER GAS	001-00458671	Gas/Vehicle Fuel Charges	N
3776	Palisade One Stop		83.39	2 Transactions			
524	DEPT Total:		8,928.98	LLCC Maintenance	9 Vendors	16 Transactions	

WLB1
12/17/24 4:04PM

Aitkin County



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

19 Long Lake Conservation Cen

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
19	Fund Total:		15,151.79	Long Lake Conservation Center		35 Transactions

Aitkin County



Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT			Parks			
13725	Beartooth Hardware Inc						
	21-520-000-0000-6523		4.59	SFTY PN CSTL 1/4"DX2.75	51570	Misc Bldg & Shop Supplies	N
13725	Beartooth Hardware Inc		4.59	1 Transactions			
1430	Dotzler Power Equipment						
	21-520-000-0000-6523		251.52	24"CHAIN X-LITE 24" 1 GL 50:1M	31938	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		81.36	18" .058" 68 DI X CUT SWRENCH	32138	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		50.18	7/32 FILE DOZ XP+ 2.5 GAL MIX	40758	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6450		50.00	SHARPEN CHAINS	42321	Field Supplies	N
1430	Dotzler Power Equipment		433.06	4 Transactions			
2340	Hyytinen Hardware Hank						
	21-520-000-0000-6523		10.98	2 DEGREASER CLEANER	22841/1	Misc Bldg & Shop Supplies	N
2340	Hyytinen Hardware Hank		10.98	1 Transactions			
9972	KB Companies LLC						
	21-520-000-0000-6360	B	130.00	JACOBSON CAMPGROUND MOWING	122024	Services, Labor, Contracts	Y
	21-520-000-0000-6360	B	60.00	JACOBSON WAYSIDE REST MOWING	122024	Services, Labor, Contracts	Y
9972	KB Companies LLC		190.00	2 Transactions			
7062	Kern Excavating LLC						
	21-520-000-0000-6804	Q	2,400.00	CLASS 5 SOO GRADE	11324LD	State Grant - Northwoods ATV-Expense	Y
	21-520-000-0000-6804	Q	1,350.00	CLAY SOO GRADE	11324LD	State Grant - Northwoods ATV-Expense	Y
7062	Kern Excavating LLC		3,750.00	2 Transactions			
3334	MCIT						
	21-520-000-0000-6171		2.10	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	21-520-000-0000-6171		875.00	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
	21-520-000-0000-6171		1,416.00-	2023 Work Comp Audit	WCAUDIT1664	Workers Compensation	N
3334	MCIT		538.90-	3 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	21-520-000-0000-6254	B	78.25	BERGLUND PARK	185110602	Utilities-Gas and Electric	N
				11/01/2024	12/01/2024		
3160	Mille Lacs Energy Coop-Albert Lea		78.25	1 Transactions			
10948	MN Dept of Labor & Industry						
	21-520-000-0000-6523		10.00	PRESSURE VESSEL	ABR0342898X	Misc Bldg & Shop Supplies	N

WLB1
12/17/24 4:04PM

Aitkin County



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

21 Parks

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10948	MN Dept of Labor & Industry		10.00		1 Transactions		
520	DEPT Total:		3,937.98	Parks	8 Vendors		15 Transactions
21	Fund Total:		3,937.98	Parks			15 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT			American Rescue Plan - COVID			
9085	Climate Makers Inc						
	22-716-000-0000-6818		4,382.65	JAIL - BOILER REPLACEMENT	122356	Category: Revenue Replacement	N
	22-716-000-0000-6818		4,800.00	JAIL- CONTROLS PROJECT #2	12423	Category: Revenue Replacement	N
	22-716-000-0000-6818		39,800.00	JAIL - BOILER/CHILLER AUTO	12424	Category: Revenue Replacement	N
	22-716-000-0000-6818		32,500.00	JAIL - HVAC AUTOMATION	12483	Category: Revenue Replacement	N
	22-716-000-0000-6818		65,393.25	JAIL - BOILER REPLACE	12487	Category: Revenue Replacement	N
	22-716-000-0000-6818		18,521.00	JAIL CONTROLS, #2 PROJECT	12524	Category: Revenue Replacement	N
	22-716-000-0000-6818		27,229.00	JAIL- BOILER AUTOMATION	12525	Category: Revenue Replacement	N
	22-716-000-0000-6818		72,744.57	JAIL- BOILERCHILLER REPLACE	12544	Category: Revenue Replacement	N
9085	Climate Makers Inc		265,370.47	8 Transactions			
14071	Marco Technologies LLC						
	22-716-000-0000-6818		2,435.76	JAIL AUDIO/VISUAL ZOOM	INV12962498	Category: Revenue Replacement	Y
	22-716-000-0000-6818		6,045.00	JAIL AUDIO/VISUAL ZOOM	INV12962499	Category: Revenue Replacement	Y
14071	Marco Technologies LLC		8,480.76	2 Transactions			
716	DEPT Total:		273,851.23	American Rescue Plan - COVID	2 Vendors	10 Transactions	
22	Fund Total:		273,851.23	Coronavirus Relief Fund		10 Transactions	

Aitkin County



25 Opioid Remediation Settlement

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
0	DEPT			Undesignated			
	9785 Parkman & Wilken LLC		1,890.40	NALOX BOX PROJECT-ISD#1 BOXES	1841	Public Health Program Related Supplies	Y
	25-000-000-0000-6435			12/02/2024 12/02/2024			
	9785 Parkman & Wilken LLC		1,890.40	1 Transactions			
0	DEPT Total:		1,890.40	Undesignated	1 Vendors	1 Transactions	
25	Fund Total:		1,890.40	Opioid Remediation Settlement		1 Transactions	
	Final Total:		812,707.82	357 Vendors	610 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	317,508.57	General Fund
2	1,662.45	Reserves Fund
3	115,069.13	Road & Bridge
5	19,707.78	Health & Human Services
9	6,793.00	State
10	4,622.59	Trust
11	51,600.05	Forest Development
13	912.85	Taxes & Penalties
19	15,151.79	Long Lake Conservation Center
21	3,937.98	Parks
22	273,851.23	Coronavirus Relief Fund
25	1,890.40	Opioid Remediation Settlement
All Funds	812,707.82	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2J

Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Set Date and Time of 2025 Timber Auctions

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>The attached resolution sets the date and time for the three (3) Aitkin County Land Department timber auctions in 2025.</p> <p>The May and December oral bid auctions will be held at Long Lake Conservation Center. The venue will be offered to the Aitkin Area DNR to use for their timber auctions for logger convenience. The August auction is a sealed bid auction.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution setting the date and time of the 2025 timber auctions.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Date and Time of 2025 Aitkin County Land Department Timber Auctions

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 10:00 a.m. on May 12, 2025.

BE IT ALSO RESOLVED, that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on a sealed bid auction, without the sale of land at 2:00 p.m. on August 13, 2025.

AND BE IT ALSO RESOLVED, that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 9:00 a.m. on December 15, 2025.

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2K

Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: 2025 Natural Resources Advisory Committee Appointments

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: See attached memorandum.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to appoint Doug Thoms and Glenn Elvecrog to the Natural Resources Advisory Committee as at-large committee members and to re-appoint Bob Marcum, Jim Bixby, and Russ Hoppe as at-large committee members.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> All Committee members receive a meeting per diem of \$35 plus mileage reimbursement to and from meetings.		

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

AITKIN COUNTY COMMISSIONER DISTRICT 3

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

EDUCATION UNIVERSITY MINNESOTA ST PAUL CAMPUS (FORESTRY)
EMPLOYED BY U.S. FOREST SERVICE BOZEMAN MONTANA
GALLATIN DISTRICT ALSO BEARTOOTH RANGER DISTRICT.
(VOLUNTEER) GOODWILL INDUSTRIES - BIG BROTHERS -
BOY SCOUTS.

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

James Binkley NOV 27, 2024
Signature of Applicant

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

Is this application submitted by appointing authority? Yes No

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

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

NAME OF APPLICANT: James Binkley

STREET ADDRESS OF APPLICANT:
34584-298TH STREET
AITKIN, MN 56431

PHONE NUMBERS:
DAYS 952-432-8479
EVENINGS 218-927-1457

For Office Use Only

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 3

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

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

Glenn Elvecrog
Signature of Applicant

10/21/2024
Date

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

Is this application submitted by appointing authority? Yes No

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

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

NAME OF APPLICANT: Glenn Elvecrog

STREET ADDRESS OF APPLICANT:
29097 DAM Lake ST
Aitkin MN 56431

PHONE NUMBERS:
DAYS 218 513 9487
EVENINGS 218 549 3614

For Office Use Only

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 2

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

As a Landowner in Aitkin county with a Woodland Stewardship Plan and an interest in wise management of Aitkin Counties Natural Resources, I would like to be consider to be nominated to the Natural Resources Advisory Committee

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

Signature of Applicant

Russell P. Hoppe

Date

10-14-2024

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

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

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

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

NAME OF APPLICANT:

Russell Hoppe

STREET ADDRESS OF APPLICANT:

28901 442nd PL.

Aitkin, MN

PHONE NUMBERS:

DAYS 218-838-7881

EVENINGS _____

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 3

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

I would like to continue serving on the Natural Resources Advisory Committee. It's a good match for my work as current President of the Long Lake Conservation Foundation Board.

I have had a lifelong committment to good stewardship of Aitkin County Lands and resources, as well as a 61plus year background with our conservation center. I know the needs and wants of county residents as well as anyone, and look forward to continued work with the committee. Thank You!



Signature of Applicant Date 11/08/24

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

Is this application submitted by appointing authority? Yes _____ No

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

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

NAME OF APPLICANT: Robert J. Marcum

STREET ADDRESS OF APPLICANT:

36136 Kestrel Ave.

McGregor, Mn 55760

PHONE NUMBERS:

DAYS 218-768-2337

EVENINGS 218-565-2449 cell

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT At Large

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

- Owner/Operator of Doulin Arabians (trainer, raised horses, gave riding lessons)
- Owner of Doulin Video Productions (videotaped weddings, legal depositions, school events, family events)
- Church Board / Board member LACC / Township Board Road Supervisor
- Owner/Operator of Doug Thoms Construction
- Owner of AHS Pools (maintenance of pools + pool equipment)
- Owner w/father running D + G Apple Orchard
- DNR Gun Training Instructor

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

Douglas W. Thoms
Signature of Applicant

12-13-24
Date

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

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

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

Please return application to the Land Department office, located at
502 Minnesota Ave N. Aitkin, MN 56431

NAME OF APPLICANT: Douglas Thoms

STREET ADDRESS OF APPLICANT:
32399 Kestrel Ave
McGregor, MN 55760

PHONE NUMBERS:
DAYS 218-392-0521
EVENINGS 218-768-4680

For Office Use Only

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



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acd@co.aitkin.mn.us
phone: 218-927-7364

MEMORANDUM

DATE: December 18, 2024
TO: Aitkin County Board of Commissioners
Jessica Seibert, County Administrator
FROM: Dennis Thompson, Land Commissioner
RE: Natural Resources Advisory Committee Appointments

I have reviewed the applications for the five at-large openings on the Natural Resources Advisory Committee. I recommend that Doug Thoms and Glenn Elvecrog be appointed to the committee as at-large representatives and Bob Marcum, Russ Hoppe, and Jim Bixby be re-appointed as at-large representatives.

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



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Personnel Committee Recommendation - Promotion to AC Attorney III

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Bobbie Danielson		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: N/A Consent Agenda
Summary of Issue: The personnel committee unanimously recommends promotion of Sarah Winge from Assistant County Attorney II to Assistant County Attorney III, effective January 2, 2025. The job description is attached, including minimum qualifications, which she meets. Per the personnel policy, she will be eligible for \$1.00 per hour or 5% within range movement upon promotion, whichever is greater. This is included in the 2025 budget.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to approve the promotion of Sarah Winge to Assistant County Attorney III, effective January 2, 2025.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ A 5% salary increase will apply. <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



ASSISTANT COUNTY ATTORNEY III

Department Attorney's Office
DBM/Grade Grade 16
Reports to County Attorney and Senior Assistant County Attorney
FLSA Status Exempt
Union Status Non-union

Final Appointing Authority

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

Job Summary

To assist the County Attorney in the evaluation, preparation and presentation of cases brought before the District Court for civil or criminal prosecution, and to provide legal advice and assistance to various County officials and agencies.

Supervision Received

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

Supervision Exercised

Directly supervises assigned support staff.

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include planning, assigning, and directing work; appraising performance; addressing complaints; training and rewarding employees. Responsibilities also include, in collaboration with the Human Resources Department, interviewing, hiring, implementing performance improvement plans, disciplining employees, and resolving grievances.

Essential Functions

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

1. Evaluates and exercises discretion in criminal investigations, child protection matters, civil commitment screenings, forfeitures, child support, and other matters, identifies appropriate charging or other decisions, recommends appropriate disposition of those matters in accordance with established policies and standards; refers investigations to appropriate agencies as may be required; refers, notifies, consults, advocates, and informs crime victims in accordance with the Victim's Rights Act.



Position Description

2. Prepares cases for judicial and administrative proceedings or appeals by, including but not limited to, reviewing evidence presented by county agencies, investigating facts, researching law, drafting and editing correspondence, pleadings and other documents, analyzing the opposing position(s), document and record case proceedings for future reference, and writing legal memoranda and briefs
3. Represents the County in assigned criminal or civil cases in court or at other hearings by presenting facts, analyzing and introducing evidence, interpreting information and law as it is conveyed during the proceedings, and revising and adapt the County's legal arguments as necessary. Recommends the disposition of cases to judges, referees, arbitrators and administrative law judges.
4. Confers with other staff attorneys and plans trial strategy, analyzes and presents evidence, engages in negotiation of case settlements or other matters of law, and monitors, modifies, and verifies the work of clerical staff in the preparation of legal documents. Supervises the issuance of subpoenas for trial preparation, manages and coordinates the trial process, maintains communication with trial witnesses and victims through pretrial witness interviews, correspondence, and phone calls to convey case status updates and schedule court appearances.
5. Coordinates the flow of information between defense attorneys, law enforcement, social services, and other agencies.
6. Analyzes legislation, case law, legal publications and other relevant literature in order to maintain accurate, current information on legal developments in all areas of law.
7. Counsels, represents and advises law enforcement officers; county officials, departments or agencies; attorneys; corrections workers; and other relevant parties in areas of investigation, trial techniques, criminal and civil law, strategy, and legal issues pertinent to the area of assignment; includes on-call availability after hours or on weekends as assigned to authorize continued detention of suspects, creation of search warrants, and other legal matters as presented.
8. Trains law enforcement officers, other agencies, and public organizations regarding legal issues.
9. Researches and identifies appellate issues on assigned cases by analyzing the facts and proceedings, reviewing court transcripts, and performing legal research, and drafting legal briefs and presenting oral arguments to the appellate court.
10. Composes correspondence and distributes relevant information to law enforcement, defense attorneys, the Court, guardian ad litem, county agencies, victims and other individuals and organizations relating to the status of the case.
11. Adheres to collective bargaining agreements, county policies and procedures, and applicable laws, including timely/accurate reporting and consistent/uniform administration of EEO, FLSA, FMLA, ADA, Workers' Compensation and Return to Work programs, in close collaboration with the Human Resources Department. Completes departmental new hire orientations promptly and staff performance appraisals in accordance with county policy.
12. Attend conferences and continuing education courses as needed.
13. Performs other related duties as assigned or apparent.

Minimum Qualifications

Requires a Juris Doctorate (J.D.) degree and Minnesota Attorney License issued by the Minnesota Supreme Court, plus fifteen (15) years work experience as an Assistant County Attorney I with successful performance reviews OR fifteen (15) years work experience as an attorney working as full-



time prosecution, public defender or other full-time employment as an attorney at a governmental entity in civil or public law.

Valid Minnesota driver's license required. Employment reference checks and a criminal background check will be performed as part of the pre-employment process.

All attorneys in the County Attorney's Office rotate weekend and holiday on-call duties. Such on-call duties include twenty-four (24) hour availability to law enforcement officers for authorization for continued detention of suspects, assistance in the creation of search warrants, and advice or consultation as needed. There is currently no additional compensation, remuneration, or consideration for said additional on-call duties.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. Duties, powers, limitations, and authority of the office of the County Attorney.
2. Criminal and civil law, rules of procedure, rules of evidence, and their application.
3. Principle methods, materials and practices of legal research, investigation, and writing.
4. Appraisal, interpretation, and application of legal principles and precedents to difficult legal problems.
5. Preparation and presentation necessary to try complex civil or criminal cases and solve complex legal issues.
6. County and departmental policies, procedures, and practices.

Skill in:

1. Effective communication, which will allow for presentation of statements of fact, law and argument clearly, logically, and forcefully, both in written and oral form.
2. Effective legal research, analysis, and application of the law.
3. Communicating with and relating calmly, logically and sensitively to crime victims, law enforcement, other attorneys, court personnel, and county departments.
4. Typing skill sufficient to complete 30 net words per minute without errors.
5. Reading, writing, and speaking English proficiently.

Ability to:

1. Work both independently and cooperatively.
2. Communicate effectively, both orally and in writing, in a variety of forums.
3. Analyze, appraise and organize facts, evidence, case law, statutes and rules and to effectively present legal opinions to other county officials, attorneys, judges and juries.
4. Present and argue cases in court, including the ability to deal with unanticipated situations when they arise.
5. Negotiate with adverse parties to settle cases in a manner which promotes the interests of justice.
6. Work effectively with others and manage time and workload effectively.
7. Travel and work in excess of standard hours when necessary.



6. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat co-workers, supervisors, and subordinates with respect, honesty, and consideration.
7. Maintain confidentiality.

Language Skills

Highest Skills – Ability to read, analyze, and interpret the most complex documents. Ability to respond effectively to the most sensitive inquiries or complaints. Ability to write speeches and articles using original or innovative techniques or style. Ability to make effective and persuasive speeches and presentations on controversial or complex topics to top management, public groups, and/or governing boards.

Mathematical Skills

High Skills – Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

Reasoning Skills

Very High Skills - Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

Computer Skills

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

County Payroll Software/E-time, Microsoft Word, Outlook, PowerPoint, Jail and/or Dispatch Software, Minnesota County Attorney Practice System (MCAPS), Minnesota Court Information System (MNCIS), Westlaw, Windows media system, and Internet.

Ability to Travel

Periodic travel required for court hearings, trainings, and meetings in and out of Aitkin County.

Competencies

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

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



Work Environment

The noise level in the work environment is usually moderate. Employees working in this position are exposed to evidence of trauma, violence, and disturbing crimes.

Equipment and Tools

Computer, copier, fax, telephone, printer, scanner, emergency weather-alert system, county-owned vehicles, personal vehicle (requires proof of insurance on file), and other job-related equipment.

Physical Activities/Requirements

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

While performing the duties of this job, the employee performs light work, exerting up to 50 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work and the worker sits most of the time, the job is rated for Light Work.

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

Disclaimer

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

Reasonable Accommodation Notice

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

01/4/2023 – update and board approved 5/14/2024

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

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

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



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Adopt Resolution Making County Auditor an Appointed Position

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

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

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

Summary of Issue:

As a result of the retirement of the current County Auditor, the Aitkin County Board of Commissioners has followed all processes laid out in MN Statute Section 375A.1205 to make the County Auditor an appointed position. A resolution was passed on November 26, 2024 setting a public hearing for December 17, 2024. This hearing was noticed in the official county newspaper on December 4 and December 10, 2024. Public comment was received on December 17, 2024.

Please see attached resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution making County Auditor an appointed position.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

RESOLUTION MAKING COUNTY AUDITOR AN APPOINTED POSITION

WHEREAS, the current elected Auditor has submitted his notice of retirement effective December 31, 2024 creating a vacancy in the office; and

WHEREAS, Minnesota Statute section 375A.1205 provides a process for making certain county offices appointed; and

WHEREAS, the Aitkin County Board acknowledges the complex duties required of the position of County Auditor and the experience required to fulfill statutory requirements; and

WHEREAS, the Aitkin County Board of Commissioners notified the public of its intent to make the office of County Auditor appointed in the official newspaper of Aitkin County on December 4, and December 11, 2024 and held a public hearing providing an opportunity for comment on December 17, 2024;

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby change the Aitkin County Auditor position to an appointed position.

BE IT FURTHER RESOLVED, the County Administrator is directed to work with staff to develop a job description, position grade, and resolution for appointment of personnel to fill the position.

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Adopt Resolution Appointing Interim County Auditor

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: As a result of the retirement of the current County Auditor, an interim County Auditor is needed to fulfill the statutory requirements of the position until the effective date of the permanent appointment. Please see attached resolution.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution appointing Interim County Auditor.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

RESOLUTION APPOINTING INTERIM COUNTY AUDITOR

WHEREAS, the current elected Auditor has submitted his notice of retirement effective December 31, 2024 creating a vacancy in the office; and

WHEREAS, the Aitkin County Board of Commissioners recognizes the statutory requirements of the position and the need to maintain current operations in the Auditor's Office and;

WHEREAS, the Aitkin County Chief Financial Officer possesses the necessary skills and qualifications to carry out the duties of the office;

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby appoint Chief Financial Officer, Kathleen Ryan, to the position of Interim County Auditor effective January 1, 2025 until the position is filled permanently.

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3C
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: 2025 Budget Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 min
Summary of Issue: Approve/Adopt Resolutions - 2025 Budget Resolutions		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt 2025 Budget Resolutions		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Budget Resolutions		

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Fund Transfers – 2025 Budget

BE IT RESOLVED, that the County Auditor is hereby anticipated at year-end 2025 to transfer the following sums of money from the ConCon Trust, to the County Road and Bridge fund. Monies to be transferred from the Trust are given below. Purpose of these claims are to cover the expense of maintenance within ConCon Trust areas with county equipment.

ConCon Trust \$150,000 Aggregate Surfacing (exact amount based on R&B Claim)

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Fund Transfers to Long Lake Conservation Center

WHEREAS, the projected balance of the LLCC fund effective December 31, 2025, is anticipated to be lower than desirable;

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

\$26,000 from Fund 18 Environmental Trust Fund to Fund 19 Long Lake Conservation Center

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Fund Transfers to Support Survey/GIS

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

\$219,607 from Fund 10 ConCon Trust to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)
\$219,608 from Fund 11 Resource Development to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2025 Levy

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2025 for the following funds:

<u>FUND</u>	<u>LEVY</u>
General Fund	\$ 10,155,383
Solid Waste	\$ 357,047
Road and Bridge	\$ 3,256,740
Health and Human Services	\$ 3,631,246
Debt Service	\$ 620,525
Parks	\$ 15,000
Resource Management	\$ -

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2025 Budgets

BE IT RESOLVED, that the following 2025 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$ 18,028,476	\$ 1,000,578	\$ 19,029,054
Solid Waste	\$ 434,847	\$ 45,000	\$ 479,847
Road and Bridge	\$ 12,265,760	\$ 793,240	\$ 13,059,000
Health and Human Services	\$ 8,319,281	\$ -	\$ 8,319,281
Debt Service	\$ 620,525	\$ 78,490	\$ 699,015
Parks	\$ 779,925	\$ (10,998)	\$ 768,927
Resource Management	\$ 460,100	\$ 152,237	\$ 612,337

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2025 Boat & Water Safety Agreement Budget

BE IT RESOLVED, the Aitkin County Board of Commissioners approves the 2025 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$134,980 for a term January 1, 2025 to December 31, 2025.

	REVENUE	Co. SHARE	EXPENDITURES
Misc. Revenue	\$ 100		
Boat & Water Grant	\$ 41,540		
Co. Share		\$ 189,461	
Total			\$ 231,101

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2025 Unorganized Townships

BE IT RESOLVED, that the following 2025 budgets be set for Unorganized Townships:

	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$45,750		\$45,750
Unorganized Cemetery	\$2,700		\$2,700

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2024 Ditch Fund Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2024:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Judicial Ditch 2	7-350	\$	\$	\$821.13
Co Ditch 5	7-353	\$0		
Co Ditch 21		\$0		
Co Ditch 24		\$0		
Co Ditch 28		\$0		
Co Ditch 30	7-352	\$		
Co Ditch 34		\$0		
Co Ditch 36	7-358	\$0		
Co Ditch 37	7-359	\$0		
St Ditch 63	7-362	\$0		
St Ditch 66	7-363	\$0		
Co Ditch 2	7-367	\$0		
Diversion Channel		\$0		
Co Ditch 23		\$0		
Co Ditch 25	7-355	\$0		
Co Ditch 42		\$0		
Co Ditch 58	7-361	\$0		
Co Ditch 20		\$0		
Co Ditch 43	7-366	\$0		
Co Ditch 29	7-371	\$0	\$	\$80.12
Co Ditch 38		\$0		
Co Ditch 14	7-369	\$0		
Co Ditch 63	7-362	\$0		
St Ditch 88		\$0		
Co Ditch 13		\$0		

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

2025 Non-Levy Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2025.

<u>Fund/Account</u>	<u>Revenue</u>	<u>Reserves</u>	<u>Expenditures</u>
Law Library	\$30,000		\$30,000
TRUST (include FTS)	\$1,830,668		\$1,830,668
County Surveyor	\$439,965		\$439,965
Missing Heirs	\$0		\$0
MCIT	\$0		\$0
Collaborative Grant	\$62,588	-\$500	\$62,088
Environmental Trust	\$25,000		\$25,000
LLCC	\$918,500	-\$4,284	\$914,216

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

County Ditch and County Development Transfers

BE IT RESOLVED, that the County Auditor was ordered and did transfer the following sums of money from the ditch accounts to the County Road and Bridge fund per 2024 Resolution. Monies were transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

Judicial Ditch 2	\$821.13
County Ditch 29	\$80.12

BE IT FURTHER RESOLVED, that the County Auditor was ordered and did transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund per 2024 Resolution to cover maintenance of the following County Ditches:

County Ditch 13	\$1,100.50
County Ditch 14	\$382.50
County Ditch 20	\$240.00
County Ditch 21	\$660.00
County Ditch 23	\$120.00
County Ditch 24	\$742.82
County Ditch 25	\$240.00
County Ditch 28	\$184.27
County Ditch 29	\$24.88
County Ditch 30	\$1,324.73
County Ditch 34	\$508.01
County Ditch 38	\$1,110.00
County Ditch 42	\$172.50
Judicial Ditch 2	\$86.37
State Ditch 58	\$180.00
State Ditch 63	\$525.63
State Ditch 66	\$2,235.00
State Ditch 88	\$360.00

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

Unorganized Road & Bridge Transfers

BE IT RESOLVED, that the County Auditor was ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund per 2024 Resolution. Monies were transferred from the individual accounts of the Unorganized Townships as given below. The purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

<u>Unorganized Township</u>	
45-24	\$ 22,890.00
47-24	\$ 11,083.38
48-27	\$ 14,899.53
49-27	\$ 14,078.10
50-25	\$ 24,659.48
50-26	\$ 997.50
50-27	\$ 358.75
51-25	\$ 2,555.00
51-27	\$ 2,450.00
52-22	\$ 4,004.67
52-24	\$ 9,006.11
52-25	\$ 31,726.46
52-27	\$ 10,243.84

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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: December 23, 2024

Title of Item: Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Information Only
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 min
Summary of Issue: Administrator Updates		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin County Board of Commissioners Committee Reports Forms



Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Age-Friendly Changemakers			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Westerlund
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Opioid Settlement Sub-committee	TBD	TBD	Sample
Aitkin County Water Planning Task Force	Bi-monthly	3rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly Sept. to May	1x a month, 3rd Wed.	Kearney, Alt. Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly (begin Feb.)	3rd Wednesday	Kearney, ALT. Leiviska
Arrowhead Regional Development Comm.	Quarterly	3rd Thursday	Kearney, ALT. Leiviska
ATV Committee	Monthly		Leiviska and Westerlund
Big Sandy Lake Management Plan	Monthly	2nd Wednesday	Sample Alt. Kearney
Brainerd 1 Watershed 1 Plan	Monthly	4th Tuesday	Wedel
Budget Committee	Monthly	1st Tuesday	Sample and Wedel
East Central Regional Library Board	Monthly	2nd Monday	Leiviska Alt. Sample
Economic Development	Monthly	4th Wednesday	Wedel and Sample
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Kearney and Sample
Extension	4x year	Monday	Kearney Alt. Westerlund
Facilities	As needed		Wedel and Kearney
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Sample
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