



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: January 7, 2025

Where: Government Center Board Room

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

Phone: 1-415-655-0001

Access Code: 2550 804 8230

Meeting Password: 7282

9:00 a.m.

1) **J. Mark Wedel, County Board Chair**

- A) Call to Order
- B) Pledge of Allegiance
- C) Approval of the Agenda

9:00 a.m.

D) **Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those give minutes but will take the information and finds answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 8 no later than 2:30 P.M. on the Monday before the meeting.

2) **Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.

- A) **Correspondence File-**
December 23, 2024 - January 6, 2025
- B) **Approve County Board Minutes-**
December 23, 2024
- C) **Approve County Board Minutes-**
December 17, 2024 Budget Hearing

ADJOURN 2024 Board

3) **Oath of Elected Officials**

9:05 a.m.

4) **Jessica Seibert – County Administrator**

- A) Call to Order 2025 Board Meeting
- B) Nomination for Board Chair and Vice Chair

9:15 a.m.

5) **Consent Agenda**

- A) **Adopt Resolution-**
LG230 Application to Conduct Off-sight Gambling - Minnewawa Sportsmen's Club
- B) **Adopt Resolution-**
LG220 Application for Exempt Permit - Lawler Area Community Club
- C) **Approve Electronic Funds Transfers**
EFT Report thru 12.24.24
- D) **Approve Auditor Vouchers-**
Auditor Warrants 12.31.24
- E) **Approve Commissioner's Vouchers**
R&B Warrants 12.31.24
- F) **Adopt Resolution-**
Grant Agreement No. 1057541 (SAP 001-605-015)
- G) **Adopt Resolution-**
Grant Agreement No. 1057625 (SAP 001-598-016)
- H) **Approve-**
Used Pickup Truck Equipment Purchase
- I) **Approve-**
Out-of-State Travel
- J) **Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 12.31.2024
- K) **Approve Commissioner's Vouchers**
Commissioner Warrants 01.03.2025
- L) **Adopt Resolution-**
Sheriff's Office Donation - SHERP
- M) **Approve-**
Purchase Transport Vehicle
- N) **Approve-**
Purchase of 2025 Alaskan Boat
- O) **Approve Auditor Vouchers-**
HHS Auditor Warrants 01.03.2025

		9:17 a.m.
6)	John Welle – County Engineer A) Adopt Resolution - Award Contract 20256	
		9:22 a.m.
7)	Greg Payment - AIM VCET Commander/ Aitkin County SGT A) AIM VCET - 3 yr Overview - Discussion Only	
		9:37 a.m.
8)	Jessica Seibert – County Administrator A) Approve 2025 Board Meeting Schedule B) Adopt Resolution - 2025 Board of Commissioners Meeting Procedures C) Adopt Resolution - Designation of Official County Newspaper D) Adopt Resolution - 2025 Committee Appointments E) Administrator Updates	
		10:05 a.m.
9)	Board of Commissioners A) Commissioner Committee Updates	
		ADJOURN



AITKIN COUNTY BOARD OF COMMISSIONERS

December 23, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

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

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

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Michael Kearney adding item 3E and Employee Retirement Recognition

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

1.E Citizens Public Comment by:

Amelia Seybold, Aitkin County Resident, addressed AI concerns.

Sam Seybold, Aitkin County Resident, addressed AI concerns.

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

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

R&B	\$20.00	General	\$943.73			Total	\$963.73
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D) Approve Auditor Vouchers-

Auditor Warrants 12.13.24

R&B	\$41,151.46					Total	\$41,151.46
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E) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 12.13.24

General	\$802.27	State	\$84,246.41	LLCC	\$61.40	Total	\$85,110.08
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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

General	\$317,508.57	Reserves	\$1,662.45	R&B	\$115,069.13	HHS	\$19,707.78
State	\$6,793.00	Trust	\$4,622.59	Forest	\$51,600.05	Taxes	\$912.85
LLCC	\$15,151.79	Parks	\$3,937.98	COVID	\$273,851.23	Opioid	\$1,890.40
						Total	\$812,707.82

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

Regular Agenda

3A Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Making County Auditor an Appointed Position

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

3B Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Appointing Interim County Auditor

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

Recognition of Kirk Peysar's Retirement after 36 years of service with Aitkin County.

3C Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Fund Transfer - 2025 Budget

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Fund Transfer to Long Lake Conservation Center

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Fund Transfer to Support Survey/GIS

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Levy

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Budgets

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Boat & Water Safety Agreement Budget

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Laurie Westerlund

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Unorganized Townships

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2024 Ditch Fund Budgets

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2025 Non-Levy Budgets

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - County Ditch and County Development Transfers

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

Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Unorganized Road & Bridge Transfers

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska

3D Jessica Seibert – County Administrator

Informational Only

Administrator Updates

No updates

3E Jessica Seibert – County Administrator

Motion to:

Approve JPA with Libby Township

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Laurie Westerlund

4A

Board of Commissioners

Informational Only

Commissioner Committee Reports

Joint Powers Natural Resource Board

Motion to Adjourn

Motion made at 10:24 a.m.

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

Next Meeting: Tuesday, January 7, 2025

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

Jessica Seibert
County Administrator



2C

AITKIN COUNTY BOARD OF COMMISSIONERS

December 17, 2024

6:05 p.m.

Government Center Training Room

2025 Budget Hearing Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 6:05 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

2 2024 Budget Hearing

3 Public Comment - None

Motion to Adjourn

Motion made at 6:38 p.m.

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

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

 Jessica Seibert
 County Administrator



Board of County Commissioners Agenda Request

3

Agenda Item #

Requested Meeting Date:

Title of Item:

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



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Call to Order 2025 Board Meeting

<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 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:		
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>		



Board of County Commissioners Agenda Request

4B

Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Nomination for Board Chair and Vice Chair

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 min.
Summary of Issue: 375.13 CHAIR The County Board, at it's first session in each year, shall elect from it's members a Chair and Vice Chair. The Chair shall preside at it's meetings and sign all documents requiring signature on it's behalf. The Chair's signature, attested by the clerk of the County Board, shall be binding as the signature of the Board. In case of the absence or incapacity of the Chair, the Vice-chair shall perform the Chair's duties. if the Chair or Vice-chair are absent from any meeting, all documents requiring the signature of the Board shall be signed by the majority of it and attested by the clerk. History: (663) RL S 429; 1937 C 165 S 1 ; 1978 C 743 S 15; 1982 C 435 S 2; 1984 C 629 s 2; 1986 C 444		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Elect Board Chair and Vice Chair.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: LG 230 Application to Conduct Off-sight Gambling - Minnewawa Sportsmen's Club

<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's Office
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Event Date: February 1, 2025 Application for Minnesota Lawful Gambling: LG230 Off-Site - Minnewawa Sportsmen's Club - Raffle		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt attached resolution.		
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 checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

LG 230 Permit – Minnewawa Sportsmen’s Club 2025

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling – Form LG230 – of the Minnewawa Sportsmen’s Club at the following location – (Ice Fishing Contest) On Lake Minnewawa McGregor, MN 55760 – Shamrock Township. Date of Raffle: February 1, 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 7th day of January, 2025 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January, 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: LG220 Application for Exempt Permit - Lawler Area Community Club

<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's Office	
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Event Date: April 12, 2025 Gambling Permit Application for Lawler Area Community Club. Raffle to be held at Jackson's Hole 36232 Kestrel Ave McGregor, MN 55760 - Salo Township		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt attached resolution.		
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 January 7, 2025

By Commissioner: xxx

20250107-xxx

LG 220 Permit – Lawler Area Community Club

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – for the Lawler Area Community Club, at the following location Jackson’s Hole, which has an address of 36232 Kestrel Ave Aitkin, MN 56431 – Salo Township. (Note: Date of activity for Raffle – April 12, 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 7th day of January, 2025, and that the same is a true and correct copy of the whole thereof.
Witness my hand and seal this 7th day of January, 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: 1/7/2025

Title of Item: EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: EFT Report thru 12/24/2024		
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>		

ELECTRONIC FUNDS TRANSFER

Thru December 24, 2024 Board Meeting January 7, 2025

<u>Abstract Number</u>	<u>Date</u>	<u>Amount</u>	<u>Reason</u>
22203	12/20/24	\$458,176.62	Commissioner Abstract
22204	12/19/24	\$6,775.16	Manual Abstract
22205	12/20/24	\$4,852.50	Auditor Abstract
22206	12/23/24	\$21,232.80	Commissioner Abstract

\$0
Voids/No ACH
22201
22202

\$491,037.08

S:Board Report:2024 EFT Board Report Thru Date

WLB1
12/27/24

8:51AM

Aitkin County



5D

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

Aitkin County

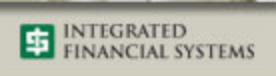


Audit List for Board **AUDITOR'S VOUCHERS ENTRIES**

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 10121			Commissioners			
	Leiviska/Travis 01-001-000-0000-6330		241.20	LEIVISKA-MILEAGE REIMBURSE. 11/06/2024 12/11/2024	12202024	Transportation/Travel/Parking	N
	10121 Leiviska/Travis		241.20	1 Transactions			
1	DEPT Total:		241.20	Commissioners	1 Vendors	1 Transactions	
12	DEPT 2810			Court Administration			
	Larson/Shari S 01-012-000-0000-6263		806.33	01-FA-11-489	01-FA-11-489	Contract Legal Services	Y
	01-012-000-0000-6263		131.25	01-FA-24-337	01-FA-24-337	Contract Legal Services	Y
	01-012-000-0000-6263		225.04	01-JV-23-341	01-JV-23-341	Contract Legal Services	Y
	01-012-000-0000-6263		1,781.31	01-JV-23-449, 450-51	01-JV-23-449, 450-51	Contract Legal Services	Y
	01-012-000-0000-6263		1,295.83	01-JV-23-496	01-JV-23-496	Contract Legal Services	Y
	01-012-000-0000-6263		972.80	01-JV-23-768	01-JV-23-768	Contract Legal Services	Y
	01-012-000-0000-6263		375.00	01-JV-23-825	01-JV-23-825	Contract Legal Services	Y
	01-012-000-0000-6263		687.50	01-JV-24-333	01-JV-24-333	Contract Legal Services	Y
	01-012-000-0000-6263		306.25	01-PR-13-718	01-PR-13-718	Contract Legal Services	Y
	2810 Larson/Shari S		6,581.31	9 Transactions			
12	DEPT Total:		6,581.31	Court Administration	1 Vendors	9 Transactions	
40	DEPT 86222			Auditor			
	Aitkin Independent Age 01-040-000-0000-6230		204.00	PROPOSED BUDGET.PROPERTY TAX 12/04/2024 12/04/2024	1435234	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		204.00	PROPOSED BUDGET.PROPERTY TAX 12/11/2024 12/11/2024	1435234	Printing, Publishing & Adv	Y
	86222 Aitkin Independent Age		408.00	2 Transactions			
	999999000 LAND TITLE, INC. 01-040-000-0000-5081		9.66	REFUND MRT DOC #485259	MRT REFUND	Mortgage Registry-3%	N
	999999000 LAND TITLE, INC.		9.66	1 Transactions			
40	DEPT Total:		417.66	Auditor	2 Vendors	3 Transactions	
42	DEPT			Treasurer			

Aitkin County



Audit List for Board **AUDITOR'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	01-042-000-0000-6405			71.48	NEW STAMP FOR PAYROLL		1149250-0		Office Supplies		N
86235	The Office Shop Inc				71.48		1 Transactions					
42	DEPT Total:				71.48	Treasurer		1 Vendors		1 Transactions		
43	DEPT					Assessor						
10396	Rono/Gabby	01-043-000-0000-6330			158.46	MILEAGE-MAAO TRAINING 1/8-1/11		9283		Transportation/Travel/Parking		N
10396	Rono/Gabby				158.46		1 Transactions					
86235	The Office Shop Inc	01-043-000-0000-6405			41.45	PENS FOR ASSESSORS OFFICE		1149631-0		Office Supplies		N
86235	The Office Shop Inc				41.45		1 Transactions					
4885	Tibbetts/Lori Ruth	01-043-000-0000-6405			10.68	BATTERIES		1878-207443		Office Supplies		N
4885	Tibbetts/Lori Ruth				10.68		1 Transactions					
43	DEPT Total:				210.59	Assessor		3 Vendors		3 Transactions		
44	DEPT					Central Services						
783	Canon Financial Services, Inc	01-044-000-0000-6342			225.51	COPIER CONTRACT DEC. 2024		36881634		Office Equipment Rental/Contracts		N
						12/01/2024	12/31/2024					
783	Canon Financial Services, Inc				225.51		1 Transactions					
13722	Quadient (Treasurer)	01-044-048-0000-6205			3,775.48	POSTAGE		17570993		Postage		N
13722	Quadient (Treasurer)				3,775.48		1 Transactions					
44	DEPT Total:				4,000.99	Central Services		2 Vendors		2 Transactions		
45	DEPT					Motor Pool						
13934	The Tire Barn	01-045-000-0000-6302			86.87	OIL,FILTER ROTATE TIRES		76454		Vehicle Maintenance		N
13934	The Tire Barn				86.87		1 Transactions					

Aitkin County



Audit List for Board **AUDITOR'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
45	DEPT Total:		86.87	Motor Pool	1 Vendors	1 Transactions	
49	DEPT			Information Technologies			
783	Canon Financial Services, Inc 01-049-000-0000-6342		47.07	IT COPIER MONTHLY	37328455	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		47.07		1 Transactions		
10231	eGoldfax 01-049-000-0000-6266		169.37	EGOLD FAX MONTHLY	EGOLD-12086414	Software Fees/License Fees	N
10231	eGoldfax		169.37		1 Transactions		
49	DEPT Total:		216.44	Information Technologies	2 Vendors	2 Transactions	
52	DEPT			Administration			
9542	Seibert/Jessica 01-052-000-0000-6330		145.92	SEIBERT-MILEAGE REIMBURSE. 12/08/2024 12/10/2024	12202024	Transportation/Travel/Parking	N
9542	Seibert/Jessica		145.92		1 Transactions		
52	DEPT Total:		145.92	Administration	1 Vendors	1 Transactions	
53	DEPT			Human Resources			
9561	Amazon Business 01-053-000-0000-6405		85.89	CABINET FOR CONF. RM 3 12/17/2024 12/23/2024	1D14-CMJD-7KYL	Office Supplies	N
	01-053-000-0000-6405		374.99	PRINTER FOR NIKKI 12/18/2024 12/18/2024	1XJ1-FP3X-QKPK	Office Supplies	N
9561	Amazon Business		460.88		2 Transactions		
53	DEPT Total:		460.88	Human Resources	1 Vendors	2 Transactions	
100	DEPT			Recorder			
10366	ArcaSearch, LLC 01-100-196-0000-6360		88,776.71	DOCUMENT PRESERVATION ARCHIVE	41003-02	Services, Labor, Contracts-Recorder's	Y
10366	ArcaSearch, LLC		88,776.71		1 Transactions		
13850	NORTHSTAR 01-100-000-0000-6405		192.82	SECURITY PAPER-NEW SEAL	VITAL CERTIFICATE	Office Supplies	N

Aitkin County



Audit List for Board **AUDITOR'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	
13850	NORTHSTAR		192.82		1 Transactions		
100	DEPT Total:		88,969.53	Recorder	2 Vendors	2 Transactions	
110	DEPT			Courthouse Maintenance			
86467	Auto Value Aitkin						
	01-110-000-0000-6422		7.95	COOLANT HOSE	40247286	Janitorial Supplies	N
	01-110-000-0000-6422		191.16	BELTS AND HOSES AHU 2	40248738	Janitorial Supplies	N
86467	Auto Value Aitkin		199.11		2 Transactions		
8287	Mn Dept Of Labor & Industry						
	01-110-000-0000-6271		30.00	YEARLY PERMITS OF BOILERS	ABR0343786X	Inspection Fees	N
8287	Mn Dept Of Labor & Industry		30.00		1 Transactions		
110	DEPT Total:		229.11	Courthouse Maintenance	2 Vendors	3 Transactions	
120	DEPT			Veterans Service			
86235	The Office Shop Inc						
	01-120-000-0000-6405		137.57	OFFICE SHOP CALENDARS	1149284-0	Office Supplies	N
86235	The Office Shop Inc		137.57		1 Transactions		
3518	Voyageur Press Of Mcgregor, Inc						
	01-120-000-0000-6360		47.00	V PRESS SUBSCRIPTION	49789	Services, Labor, Contracts	N
				01/01/2025	12/31/2025		
	01-120-000-0000-6230		125.00	V PRESS DECEMBER	49862	Printing, Publishing & Adv	N
				12/24/2024	12/24/2024		
3518	Voyageur Press Of Mcgregor, Inc		172.00		2 Transactions		
120	DEPT Total:		309.57	Veterans Service	2 Vendors	3 Transactions	
122	DEPT			Planning & Zoning			
783	Canon Financial Services, Inc						
	01-122-000-0000-6342		219.42	MONTHLY COPIER CONTRACT	36881630	Office Equipment Rental/Contracts	N
				12/01/2024	12/31/2024		
783	Canon Financial Services, Inc		219.42		1 Transactions		
15142	Christensen/Charles						
	01-122-000-0000-6278		90.00	PC MEETING	121924	Advisory Board/Committee Per Diem	Y

Aitkin County



Audit List for Board **AUDITOR'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
15142	Christensen/Charles	01-122-038-0000-6330			115.91	PC MILEAGE		121924		BOA/PC Mileage		N
					205.91		2 Transactions					
14832	Kulifaj / Stephen	01-122-000-0000-6278			110.00	PC MEETING		121924		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			129.31	PC MILEAGE		121924		BOA/PC Mileage		N
14832	Kulifaj / Stephen				239.31		2 Transactions					
11990	Lange/David	01-122-000-0000-6278			100.00	PC MEETING		121924		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			71.02	PC MILEAGE		121924		BOA/PC Mileage		N
11990	Lange/David				171.02		2 Transactions					
13424	Sonnee/Dennise J	01-122-000-0000-6278			90.00	PC MEETING		121924		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			77.05	PC MILEAGE		121924		BOA/PC Mileage		N
13424	Sonnee/Dennise J				167.05		2 Transactions					
122	DEPT Total:				1,002.71	Planning & Zoning			5 Vendors		9 Transactions	
257	DEPT					Community Corrections						
14563	Anoka County Corrections	01-257-255-0000-6269			20.25	RJC CONTRACT - RX ONLY	11/01/2024 11/30/2024	959-1000002-1		Juvenile Detention		N
		01-257-255-0000-6269			11,169.50	JUV DET NONSECURE EVAL/PROGRAM	11/01/2024 11/30/2024	960-1000002-1		Juvenile Detention		N
14563	Anoka County Corrections				11,189.75		2 Transactions					
257	DEPT Total:				11,189.75	Community Corrections			1 Vendors		2 Transactions	
500	DEPT					Library And Historical Society						
9764	Gerber/Marcia Lynn	01-500-500-0000-6278			350.00	2024 ECRL PER DIEMS	01/08/2024 12/09/2024	2024		Advisory Board/Committee Per Diem		Y
9764	Gerber/Marcia Lynn				350.00		1 Transactions					
500	DEPT Total:				350.00	Library And Historical Society			1 Vendors		1 Transactions	

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

1 General Fund

	<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>	
1	Fund Total:		114,484.01	General Fund		45 Transactions

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Audit List for Board **AUDITOR'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>	
0	DEPT			Undesignated			
	999999000 LAND TITLE, INC.						
	09-000-000-0000-2026		312.34	REFUND MRT DOC #485259	MRT REFUND	State Share Of Mortgage Registry (97%)	N
	999999000 LAND TITLE, INC.		312.34	1 Transactions			
0	DEPT Total:		312.34	Undesignated	1 Vendors	1 Transactions	
9	Fund Total:		312.34	State		1 Transactions	

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Audit List for Board AUDITOR'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			
	1735 Gelhar/Rita						
	10-900-000-0000-2300		683.50	REFUND BOND	14373	Timber Permit Bonds	N
	1735 Gelhar/Rita		683.50	1 Transactions			
900	DEPT Total:		683.50	Timber Permit Bonds	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
	86467 Auto Value Aitkin						
	10-923-000-0000-6590		51.39	POR-15 SEMI-GLOSS BL	40251972	Repair & Maintenance Supplies	N
	86467 Auto Value Aitkin		51.39	1 Transactions			
	1735 Gelhar/Rita						
	10-923-000-0000-6820		500.00	REFUND DOWNPAYMENT	14185	Refunds & Reimbursements	N
	10-923-000-0000-6820		84.40	REFUND DOWNPAYMENT	14185	Refunds & Reimbursements	N
	10-923-000-0000-6820		1,050.19	REFUND DOWNPAYMENT	14215	Refunds & Reimbursements	N
	10-923-000-0000-6820		989.46	REFUND DOWNPAYMENT	14299	Refunds & Reimbursements	N
	10-923-000-0000-6820		1,060.88	REFUND DOWNPAYMENT	14334	Refunds & Reimbursements	N
	10-923-000-0000-6820		1,178.18	REFUND DOWNPAYMENT	14341	Refunds & Reimbursements	N
	10-923-000-0000-6820		686.19	REFUND BALANCE	14373	Refunds & Reimbursements	N
	10-923-000-0000-6820		500.00	REFUND DOWNPAYMENT	14756	Refunds & Reimbursements	N
	1735 Gelhar/Rita		6,049.30	8 Transactions			
	4070 Riley Auto Supply						
	10-923-000-0000-6590		52.09	HOSE FIT 3/8" 5.585# HYD HOSE	645444	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		66.06	HOSE FIT 3/8" 5.585 HYD HO SLE	645445	Repair & Maintenance Supplies	N
	4070 Riley Auto Supply		118.15	2 Transactions			
	15229 Thompson/Dennis J						
	10-923-000-0000-6330		21.20	TO LLCC FOUNDATION MTG	122024	Transportation/Travel/Parking	N
	15229 Thompson/Dennis J		21.20	1 Transactions			
923	DEPT Total:		6,240.04	Forfeited Tax Sales	4 Vendors	12 Transactions	
926	DEPT			Law Library			
	5173 Thomson Reuters-West Publishing						
	10-926-000-0000-6455		1,750.22	ONLINE SUBSCRIPTION	851123209	Law Books	N
				11/01/2024 11/30/2024			

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 10 Trust

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	10-926-000-0000-6455		1,259.61	LIBRARY PLAN	851200813	Law Books	N
				12/01/2024 12/31/2024			
	5173 Thomson Reuters-West Publishing		3,009.83		2 Transactions		
926	DEPT Total:		3,009.83	Law Library	1 Vendors	2 Transactions	
10	Fund Total:		9,933.37	Trust		15 Transactions	

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

11 Forest Development

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			
	10024 Bobcat of Brainerd						
	11-925-000-0000-6590		76.62	WIPER ARM AND BLADE	102457	Repair & Maintenance Supplies	N
	10024 Bobcat of Brainerd		76.62	1 Transactions			
925	DEPT Total:		76.62	Resource Management	1 Vendors	1 Transactions	
11	Fund Total:		76.62	Forest Development		1 Transactions	

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

13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943	DEPT		Taxes And Penalties			
999999000	BILDERBACK/RANDY					
	13-943-000-0000-2001		436.00	PROPERTY TAX OVERPAYMENT - P3	3090	Cur - Property Taxes
				1 Transactions		N
943	DEPT Total:		436.00	Taxes And Penalties	1 Vendors	1 Transactions
13	Fund Total:		436.00	Taxes & Penalties		1 Transactions

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Audit List for Board **AUDITOR'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
521	DEPT			LLCC Administration			
11419	Beaudry Oil & Service, Inc. 19-521-000-0000-6254		571.38	PROPANE	2788533	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.		571.38		1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		743.34	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
	19-521-000-0000-6254		752.88	DINING HALL	271300601	Utilities-Gas and Electric	N
	19-521-000-0000-6254		875.24	NORTH STAR LODGE	271300703	Utilities-Gas and Electric	N
	19-521-000-0000-6254		65.33	PARKING LOT	271300801	Utilities-Gas and Electric	N
	19-521-000-0000-6254		74.49	STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		2,511.28		5 Transactions		
521	DEPT Total:		3,082.66	LLCC Administration	2 Vendors	6 Transactions	
523	DEPT			LLCC Food			
10076	PFS Minnesota 19-523-000-0000-6418		607.27	GROCERIES	74621565	Groceries-Students	N
10076	PFS Minnesota		607.27		1 Transactions		
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		622.71	GROCERIES	558469-00	Groceries-Students	N
	19-523-000-0000-6418		53.28	GROCERIES	558970-00	Groceries-Students	N
4968	Upper Lakes Foods, Inc		675.99		2 Transactions		
523	DEPT Total:		1,283.26	LLCC Food	2 Vendors	3 Transactions	
524	DEPT			LLCC Maintenance			
10365	Antoine Electric, Inc. 19-524-000-0000-6360		548.51	FIX COMPRESSOR FIRE SUPPRESSIO	24960	Services, Labor, Contracts	N
10365	Antoine Electric, Inc.		548.51		1 Transactions		
9658	McMillan/Dave 19-524-000-0000-6268		37.99	SERVS SAFE FOR DP. PAID BY DAVE	16N9406774	Staff Training, Development	N
9658	McMillan/Dave		37.99		1 Transactions		
524	DEPT Total:		586.50	LLCC Maintenance	2 Vendors	2 Transactions	

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

19 Long Lake Conservation Cen

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
19	Fund Total:		4,952.42	Long Lake Conservation Center		11 Transactions

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 21 Parks

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Audit List for Board **AUDITOR'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
520	DEPT			Parks			
86467	Auto Value Aitkin 21-520-000-0000-6450		53.92	CUT WHEEL KNOT WIRE GRIT SANDI	40251972	Field Supplies	N
86467	Auto Value Aitkin		53.92	1 Transactions			
13725	Beartooth Hardware Inc 21-520-000-0000-6523		9.98	WINDSHIELD WASH ACE GAL	52359	Misc Bldg & Shop Supplies	N
13725	Beartooth Hardware Inc		9.98	1 Transactions			
520	DEPT Total:		63.90	Parks	2 Vendors	2 Transactions	
21	Fund Total:		63.90	Parks		2 Transactions	
	Final Total:		130,258.66	45 Vendors	76 Transactions		

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



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	114,484.01	General Fund
9	312.34	State
10	9,933.37	Trust
11	76.62	Forest Development
13	436.00	Taxes & Penalties
19	4,952.42	Long Lake Conservation Center
21	63.90	Parks
All Funds	130,258.66	Total

Approved by,

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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
14943	1ST AYD CORPORATION						
1	03-303-000-0000-6417		433.65	AITKIN SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
2	03-303-000-0000-6417		68.14	SWATARA SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
3	03-303-000-0000-6417		68.14	JACOBSON SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
4	03-303-000-0000-6417		68.14	MCGRATH SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
5	03-303-000-0000-6417		68.14	MCGREGOR SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
6	03-303-000-0000-6417		68.14	PALISADE SHOP SUPPLIES	PSI748487	Shop/Building Maintenance	N
14943	1ST AYD CORPORATION		774.35	6 Transactions			
50	Aitkin Body Shop, Inc						
7	03-303-000-0000-6417		113.25	PALISADE SHOP	2828	Shop/Building Maintenance	N
50	Aitkin Body Shop, Inc		113.25	1 Transactions			
9139	BABCOCK/DAVID						
8	03-302-000-0000-6181		168.31	WORK BOOT REIMBURSEMENT	FLEET FARM	Safety Footwear Allowance	N
9139	BABCOCK/DAVID		168.31	1 Transactions			
660	Blaszak/Florian D.						
9	03-303-000-0000-6181		134.99	WORK BOOT REIMBURSEMENT	L&M FLEET	Safety Footwear Allowance	N
660	Blaszak/Florian D.		134.99	1 Transactions			
783	Canon Financial Services, Inc						
10	03-301-000-0000-6342		192.60	CONTRACT CHARGE	36880665	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		192.60	1 Transactions			
11895	Cargill, Incorporated						
15	03-303-000-0000-6518		2,009.97	DE-ICING SALT	2910329773	De-Icing Salt	N
11	03-303-000-0000-6518		3,688.93	DE-ICING SALT	2910335833	De-Icing Salt	N
14	03-303-000-0000-6518		1,989.35	DE-ICING SALT	2910336020	De-Icing Salt	N
13	03-303-000-0000-6518		3,901.75	DE-ICING SALT	2910351263	De-Icing Salt	N
12	03-303-000-0000-6518		4,503.79	DE-ICING SALT	2910380565	De-Icing Salt	N
11895	Cargill, Incorporated		16,093.79	5 Transactions			
12787	Centra Sota Cooperative						
16	03-303-000-0000-6570		16,874.28	AITKIN DIESEL	8108595	Motor Fuel & Lubricants	N
12787	Centra Sota Cooperative		16,874.28	1 Transactions			
5893	CTC - 446126						
17	03-303-000-0000-6254		350.00	HIGH SPEED INTERNET	21451233	Utilities-Gas and Electric	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
	5893 CTC - 446126		350.00		1 Transactions		
18	8500 Diamond Mowers, Inc 03-303-000-0000-6590		5,299.71	REPAIR PARTS	277096	Repair & Maintenance Supplies	N
	8500 Diamond Mowers, Inc		5,299.71	1 Transactions			
19	1430 Dotzler Power Equipment 03-303-000-0000-6417		39.98	AITKIN SHOP SUPPLIES	42596	Shop/Building Maintenance	N
	1430 Dotzler Power Equipment		39.98	1 Transactions			
21	7060 Federated Co-Ops Inc. 03-303-000-0000-6423		1,123.95	MCGREGOR SHOP PROPANE	2559965	Fuel for Buildings	N
20	03-303-000-0000-6423		658.21	MCGRATH SHOP PROPANE	2560390	Fuel for Buildings	N
	7060 Federated Co-Ops Inc.		1,782.16	2 Transactions			
22	8521 Force America Distributing, LLC 03-303-000-0000-6590		171.94	REPAIR PARTS	IN001-2028728	Repair & Maintenance Supplies	N
	8521 Force America Distributing, LLC		171.94	1 Transactions			
23	1880 Gravelle Plumbing & Heating, Inc 03-303-000-0000-6417		192.50	AITKIN SHOP	98199	Shop/Building Maintenance	N
	1880 Gravelle Plumbing & Heating, Inc		192.50	1 Transactions			
24	2089 Heartland Tire Inc 03-303-000-0000-6590		2,239.28	TIRES	15028899	Repair & Maintenance Supplies	N
25	03-303-000-0000-6590		208.32	REPAIR PARTS	15028899	Repair & Maintenance Supplies	N
26	03-303-000-0000-6590		104.00	REPAIR LABOR	15028899	Repair & Maintenance Supplies	N
	2089 Heartland Tire Inc		2,551.60	3 Transactions			
27	11406 Innovative Office Solutions, LLC 03-301-000-0000-6405		98.27	OFFICE SUPPLIES	IN4715183	Office Supplies	N
	11406 Innovative Office Solutions, LLC		98.27	1 Transactions			
67	999999000 JEWETT/JOE 03-000-000-0000-5505		500.00	DEPOSIT REFUND	CSAH 20 JEWETT	Culverts	N
	999999000 JEWETT/JOE		500.00	1 Transactions			
28	9102 JOHNSON/BRAD & MELISSA 03-303-000-0000-6181		195.00	WORKBOOT REIMBURSEMENT	NORTHWEST OUTL	Safety Footwear Allowance	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
9102	JOHNSON/BRAD & MELISSA		195.00		1 Transactions		
29	11985 Kazmerzak/Paul 03-307-000-0000-6362		46.00	DEATH CERT & AFFIDAVIT	122333	Right Of Way	N
11985	Kazmerzak/Paul		46.00		1 Transactions		
30	2831 Little Falls Machine Inc 03-303-000-0000-6590		233.88	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
31	03-303-000-0000-6590		233.89	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
32	03-303-000-0000-6590		233.89	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
33	03-303-000-0000-6590		233.89	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
34	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
35	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
36	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
37	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
38	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
39	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
40	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
41	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
42	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
43	03-303-000-0000-6590		11.19	REPAIR PARTS	372292	Repair & Maintenance Supplies	N
2831	Little Falls Machine Inc		1,047.45		14 Transactions		
44	7899 Locators & Supplies, Inc 03-303-000-0000-6590		2,007.74	AITKIN SHOP SUPPLIES	0318446-IN	Repair & Maintenance Supplies	N
7899	Locators & Supplies, Inc		2,007.74		1 Transactions		
45	15300 MCGREGOR ACE HARDWARE 03-303-000-0000-6417		15.90	MCGREGOR SHOP	49670	Shop/Building Maintenance	N
15300	MCGREGOR ACE HARDWARE		15.90		1 Transactions		
46	12927 Midwest Machinery Co. 03-303-000-0000-6417		17.98	MCGREGOR SHOP	10323819	Shop/Building Maintenance	N
12927	Midwest Machinery Co.		17.98		1 Transactions		
47	3160 Mille Lacs Energy Coop-Albert Lea 03-303-000-0000-6254		583.56	POWER: PALISADE	185202601	Utilities-Gas and Electric	N
48	03-303-000-0000-6254		71.55	169 & CSAH 3	192301001	Utilities-Gas and Electric	N
49	03-303-000-0000-6254		71.00	CSAH 5	273501502	Utilities-Gas and Electric	N
50	03-303-000-0000-6254		147.81	POWER: MCGREGOR	295300301	Utilities-Gas and Electric	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
51	03-303-000-0000-6254		71.00	CSAH 8	300601202	Utilities-Gas and Electric	N
52	03-303-000-0000-6254		71.00	CSAH 4	323200702	Utilities-Gas and Electric	N
53	03-303-000-0000-6254		297.13	POWER: AITKIN	335200702	Utilities-Gas and Electric	N
54	03-303-000-0000-6254		71.00	CSAH 17	336503101	Utilities-Gas and Electric	N
55	03-303-000-0000-6254		78.09	169 & CSAH 28	396202201	Utilities-Gas and Electric	N
56	03-303-000-0000-6254		42.40	CSAH 12	400600001	Utilities-Gas and Electric	N
57	03-303-000-0000-6254		71.00	CSAH 12	465602302	Utilities-Gas and Electric	N
58	03-303-000-0000-6254		65.00	CSAH 11	480900902	Utilities-Gas and Electric	N
59	03-303-000-0000-6254		72.20	47 & CSAH 2	545110401	Utilities-Gas and Electric	N
	3160 Mille Lacs Energy Coop-Albert Lea		1,712.74				13 Transactions
	10948 MN Dept of Labor & Industry						
60	03-303-000-0000-6417		20.00	PRESSURE VESSELS/BOILER	ABR0342996X	Shop/Building Maintenance	N
	10948 MN Dept of Labor & Industry		20.00				1 Transactions
	9239 Mn Dept Of Natural Resources-OMB						
61	03-307-000-0000-6269		400.00	WATER PERMIT	2024-3518	Professional Services	N
	9239 Mn Dept Of Natural Resources-OMB		400.00				1 Transactions
	8446 Northern Star Coop Service						
62	03-303-000-0000-6423		868.43	LP: SWATARA SHOP	23157	Fuel for Buildings	N
	8446 Northern Star Coop Service		868.43				1 Transactions
	10720 Nuss Truck Group Inc						
63	03-303-000-0000-6590		218.68	REPAIR PARTS	PSO146484-1	Repair & Maintenance Supplies	N
	10720 Nuss Truck Group Inc		218.68				1 Transactions
	10412 O'Reilly Auto Parts						
64	03-303-000-0000-6590		20.00	REPAIR PARTS	1878-205888	Repair & Maintenance Supplies	N
65	03-303-000-0000-6417		269.99	MCGRATH SHOP TOOLS	1878-207347	Shop/Building Maintenance	N
66	03-303-000-0000-6590		21.00	REPAIR PARTS	1878-208385	Repair & Maintenance Supplies	N
	10412 O'Reilly Auto Parts		270.99				3 Transactions
	3950 Public Utilities						
68	03-303-000-0000-6254		59.38	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
69	03-303-000-0000-6254		49.90	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
70	03-303-000-0000-6254		115.03	AITKIN SHOP: WATER	63335-00	Utilities-Gas and Electric	N
71	03-303-000-0000-6254		48.85	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
	3950 Public Utilities		273.16				4 Transactions

Aitkin County



Audit List for Board **COMMISSIONER'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	
72	9362 TRUEMAN WELTERS, INC 03-303-000-0000-6590		REPAIR PARTS	IE49968	Repair & Maintenance Supplies	N
	9362 TRUEMAN WELTERS, INC	1,769.38		1 Transactions		
73	6097 Verizon Wireless 03-303-000-0000-6220		DEPT CELL PHONES	6100125975	Telephone	N
	6097 Verizon Wireless	467.57		1 Transactions		
74	9642 WEX BANK - Highway Dept 03-303-000-0000-6570		GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
75	03-303-000-0000-6570	44.90	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
76	03-303-000-0000-6570	60.84	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
77	03-303-000-0000-6570	189.34	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
78	03-303-000-0000-6570	722.89	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
79	03-303-000-0000-6570	77.75	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
80	03-303-000-0000-6570	91.06	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
81	03-303-000-0000-6570	38.34	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
82	03-303-000-0000-6570	172.77	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
83	03-303-000-0000-6570	444.49	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
84	03-303-000-0000-6570	187.13	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
85	03-303-000-0000-6570	200.81	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
86	03-303-000-0000-6570	123.68	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
87	03-303-000-0000-6570	229.71	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
88	03-303-000-0000-6570	78.81	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
89	03-303-000-0000-6570	296.77	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
90	03-303-000-0000-6570	30.44	SHOP SUPPLIES	0496-00-360070-7	Motor Fuel & Lubricants	N
	9642 WEX BANK - Highway Dept	42.10-	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
		2,947.63		17 Transactions		
91	13856 WHITE/PAUL 03-303-000-0000-6181		WORKBOOT REIMBURSEMENT	BRUNT	Safety Footwear Allowance	N
	13856 WHITE/PAUL	180.49		1 Transactions		
92	10196 Yanmar CE NA 03-303-000-0000-6590		REPAIR PARTS	719119	Repair & Maintenance Supplies	N
	10196 Yanmar CE NA	2,534.47		1 Transactions		
93	5295 Ziegler Inc 03-303-000-0000-6590		REPAIR PARTS	IN001745453	Repair & Maintenance Supplies	N
	5295 Ziegler Inc	627.29		1 Transactions		

WLB1
12/26/24 2:57PM

Aitkin County



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

3 Road & Bridge

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3 Fund Total:			60,958.63	Road & Bridge	35 Vendors	93 Transactions
Final Total:			60,958.63	35 Vendors	93 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	60,958.63	Road & Bridge
All Funds	60,958.63	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

5F

Agenda Item #

Requested Meeting Date: 1-07-25

Title of Item: Grant Agreement No. 1057541 (SAP 001-605-015)

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: <p>SAP 001-605-015 is a bridge replacement project on County Highway 5 over the Rice River near Kimberly that was awarded on 11-12-24 for a cost of \$997,321.60.</p> <p>Funding for this project is as follows: Local Bridge Replacement Program (LBRP) Grant: \$440,136.55 Aitkin CSAH Construction funds: \$557,185.05</p> <p>The grant amount was determined by state policy that allows LBRP funds to be used for 50% of eligible bridge replacement costs on bridges that are part of the county state-aid highway system.</p> <p>MnDOT Agreement No. 1057541 has been provided for the purpose of paying the LBRP grant. The grant agreement language is similar to other grant agreements that the County Attorney has approved within the last two years as to form and content.</p> <p>Authorization by the attached resolution is requested to enter into Agreement No. 1057541.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution		
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>		

**LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP)
GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.50 and pursuant to Minn. Laws 2023, Chapter 72- H.F. 669. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431

Contact: John Welle – 218-927-7469

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LBRP Funds	Amount of Required Matching Funds	Completion Date
SAP 001-605-015	\$440,136.55	\$557,185.05	December 31, 2028

3. Total Amount of LBRP Grant for all projects under this Agreement: \$440,136.55

4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

Exhibit A Completed Sources and Uses of Funds Schedule
Exhibit B Project Schedule, Workforce Certificate, and Equal Pay Certificate
Exhibit C Bond Financed Property Certification
Exhibit D Grant Application
Exhibit E Grantee Resolution Approving Grant Agreement
Exhibit F General Terms and Conditions

5. Additional requirements, if any: None

6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approval and Certifying Encumbrance as required by Minnesota Statutes § 16A.15 and 16C.05

By: _____
State Aid Programs Manager

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LBRP Grant Funds:	
2023 LBRP Funds Grant SAAS Acct 377	\$440,136.55	Bridge Construction	\$440,136.55
Other:			\$
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$440,136.55	Subtotal	\$440,136.55
Public Entity Funds:		Items paid for with Non-LBRP Grant Funds:	
Matching Funds		Bridge Construction	\$440,136.50
CSAH Funds	\$557,185.05	Approach Grading	\$68,848.55
Other:		Approach Surfacing	\$9,200.00
	\$	Bridge Removal	\$39,000.00
	\$		
	\$		
Subtotal	\$557,185.05	Subtotal	\$557,185.05
TOTAL FUNDS	\$997,321.60	TOTAL PROJECT COSTS	\$997,321.60

EXHIBIT B

PROJECT SCHEDULE, WORKFORCE CERTIFICATE, AND EQUAL PAY CERTIFICATE

Award Date: November 12, 2024
Construction Start: Date July 1, 2025, or the actual start of construction prior to July 1, 2025, as
requested by the Contractor and allowed by the Area Fisheries Manager
Construction Substantial Completion Date: Shall be within 65 working days
Contract Final Completion Date: December 31, 2028

INSERT APPARENT LOW BIDDER WORKFORCE CERTIFICATE BID FORM



WORKFORCE
CERTIFICATE OF COMPLIANCE

The Commissioner of the Minnesota Department of Human Rights by the signature below attests that **FITZGERALD EXCAVATING & TRUCKING INC** is hereby certified as a contractor under the Minnesota Human Rights Act, §363A.

Certificate start date: **4/6/2021**

Certificate expiration date: **4/5/2025**

Minnesota Department of Human Rights

FOR THE DEPARTMENT BY:

A handwritten signature in black ink, appearing to read 'Rebecca Lucero'.

Rebecca Lucero, Commissioner

AN EQUAL OPPORTUNITY EMPLOYER

Freeman Building • 625 Robert Street North • Saint Paul, MN 55155 • Tel 651.539.1100
MN Relay 711 or 1.800.627.3529 • Toll Free 1.800.657.3704 • Fax 651.296.9042 • mn.gov/mdhr

INSERT APPARENT LOW BIDDER EQUAL PAY CERTIFICATE BID FORM

EQUAL PAY
CERTIFICATE OF COMPLIANCE

The Commissioner of the Minnesota Department of Human Rights by the signature below attests that **REDSTONE CONSTRUCTION LLC** is hereby certified as a contractor under the Minnesota Human Rights Act, § 363A.44.

Certificate start date: **August 3, 2022**

Certificate expiration date: **August 2, 2026**

Minnesota Department of Human Rights

FOR THE DEPARTMENT BY:



Rebecca Lucero, Commissioner

AN EQUAL OPPORTUNITY EMPLOYER

540 Fairview Ave N, Suite 201 • St. Paul, MN 55104 • Tel 651.539.1100
MN Relay 711 or 1.800.627.3529 • Toll Free 1.800.657.3704 • mn.gov/mdhr

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County(ies) of **Aitkin**, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the “Restricted Property”) and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Bridge Replacement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20__; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: _____, 20__

Aitkin County, a political subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on Aitkin County State-Aid Highway No. 5 from the junction of Aitkin County State-Aid Highway 53 and Kimberly from 2,040 feet NE of the SW corner of Sec. 14, T47N, R25W to 2,565 feet NE of the SW corner of Sec. 14, T47N, R25W

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project



APPLICATION FOR BRIDGE FUNDS

State of Minnesota - Department of Transportation
State Aid for Local Transportation

Identification	Project Number	<u>SAP 001-605-015</u>	Old Bridge Number	<u>01508</u>
	New Bridge No.	<u>not yet assigned</u>	Over	<u>Rice River</u>
	County of	<u>Aitkin</u>	Road or Street No.	<u>CSAH 5</u>
	Township of	<u>Kimberly</u>	Road or Street Name	<u>Nature Avenue</u>
	Municipality of	<u>NA</u>	Proposed Const Year	<u>2023</u>
	Does the municipality have a population of 5,000 or less? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Eligibility	Local Bridge Planning Index (LPI) <u>38</u>			
	NBI Appraisal Ratings: Deck Geometry <u>4</u> Approach Roadway <u>7</u> Waterway Adequacy <u>6</u>			
	Date of Council/Board action prioritizing this bridge <u>7-13-21</u>			
	Is this a road-in-lieu of bridge project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Prioritization	How many people are affected by this deficiency? <u>unknown</u>		What is the ADT on this bridge? <u>160</u>	
	Describe the economic importance of replacing this bridge.			
	Bridge 01508 is being replaced to eliminate the transportation deficiency that exists on the CSAH 5 major collector corridor between CSAH 4 and TH 210. The bridge is currently posted to 32 tons for special hauling vehicles, which restricts the movement of freight through this corridor. The bridge is also being replaced in preparation for improvement of the 4.7 mile segment of CSAH 5 to state-aid geometric standards in 2024 to match the proposed alignment and width of the new road.			
	Is the road designated or planned to be designated as a Minimum Maintenance road?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	(Attach additional sheets for explanation if necessary)			
	Is the township net tax capacity less than \$300,000?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the bridge listed on the National Register of Historic Places or been determined to be eligible?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
National Register of Historic Places link here: http://www.nps.gov/history/nr/research/				
Cost Estimate		Eligible Amount		Ineligible Amount
	Structure Costs	\$ 375,000	\$ 375,000	
	Approach Costs	\$ 0	\$ 100,000	
	Engineering Costs	\$ 0	\$ 50,000	
	Total Costs	\$ 375,000	\$ 525,000	
	Total Project Cost		\$ 900,000	
John Welle <small>Digitally signed by John Welle Date: 2021.07.14 09:44:46 -05'00'</small> 7-14-21 County/City Engineer Date				
DSAE	DISTRICT STATE AID ENGINEER RECOMMENDATION			
	Replace <input checked="" type="checkbox"/> x	Defer <input type="checkbox"/>	Kelvin Howieson <small>Digitally signed by Kelvin Howieson Date: 2021.07.27 15:54:18 -05'00'</small> District State Aid Engineer Signature	Date
Approval	STATE AID USE ONLY		Federal-Aid	\$
			State-Aid	\$
			Local/Other	\$
			Town Bridge	\$
			Unallocated Town Bridge	\$
			State Bridge Funds	\$
		Total	\$	

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Bridge Replacement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LBRP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LBRP Grant” - means a grant from MnDOT to the Public Entity under the LBRP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LBRP” - means the Local Bridge Replacement Program pursuant to Minn. Stat. Sec. 174.50 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LBRP Grant” - means the portion of the LBRP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LBRP grant.

“Public Entity” - means the grantee of the LBRP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II

GRANT

Section 2.01 **Grant of Monies.** MnDOT shall make the LBRP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 **Public Ownership,** The Public Entity acknowledges and agrees that the LBRP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 **Use of Grant Proceeds.** The Public Entity shall use the LBRP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) constructing or reconstructing a bridge, (ii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iii) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient. The Public Entity shall not use the LBRP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement. .

Section 2.04 **Operation of the Real Property.** The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city

street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LBRP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LBRP Grant or the disbursement of the LBRP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.
- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LBRP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 **Event(s) of Default.** The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LBRP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.
- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.

- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LBRP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LBRP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 **Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LBRP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LBRP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LBRP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LBRP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LBRP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LBRP Grant shall terminate. In such event, (i) if none of the LBRP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LBRP Grant and the Agreement will terminate, and (ii) if some but not all of the LBRP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LBRP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LBRP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

Article III
COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LBRP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

- A. It will not use the Real Property or use or invest the LBRP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.
- B. It will deposit and hold the LBRP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.

- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LBRP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 **Changes to G.O. Compliance Legislation or the Commissioner’s Order.** If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 **The Advances.** MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LBRP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LBRP Grant. If the amount of LBRP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LBRP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LBRP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LBRP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LBRP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section 5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is

expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 Draw Requisitions. Whenever the Public Entity desires a disbursement of a portion of the LBRP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 Additional Funds. If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LBRP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 Condition Precedent to Any Advance. The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LBRP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the “Delegated Contract Process or State Aid Payment Request” as requested and approved by the appropriate district state aid engineer.

Section 4.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 **Condemnation.** If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the

condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the

provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 **Choice of Law and Venue.** All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 **Severability.** If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 **Matching Funds.** Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 **Sources and Uses of Funds.** The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 **Project Completion Schedule.** The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 **Third-Party Beneficiary.** The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 **Public Entity Tasks.** Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 **Data Practices.** The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 **Non-Discrimination.** The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Section 5.25 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

Section 5.26 **Title VI/Non-discrimination Assurances.** Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in Exhibit A, Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.

Section 5.27 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

Section 5.28 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

**Local Bridge Replacement Program Grant Agreement Grant Terms and Conditions MnDOT Agreement
No. 1057541 (SAP 001-605-015)**

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 01538; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$440,136.55 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The County Engineer is authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 1-07-25

Title of Item: Grant Agreement No. 1057625 (SAP 001-598-016)

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: <p>SAP 001-598-016 is a bridge replacement project on County Highway 54 over Sissabagamah Creek near Aitkin that was awarded on 11-12-24 for a cost of \$630,476.02.</p> <p>Funding for this project is as follows: Local Bridge Replacement Program (LBRP) Grant: \$457,148.52 Aitkin County Local Construction funds: \$173,327.50</p> <p>The grant amount was determined by state policy that allows LBRP funds to be used for 100% of eligible bridge replacement costs for bridges on county roads that are not on the county state-aid highway system.</p> <p>MnDOT Agreement No. 1057625 has been provided for the purpose of paying the LBRP grant. The grant agreement language is similar to other grant agreements that the County Attorney has approved within the last two years as to form and content.</p> <p>Authorization by the attached resolution is requested to enter into Agreement No. 1057625.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution		
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>		

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

**LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP)
GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.50 and pursuant to Minn. Laws 2023, Chapter 72- H.F. 669. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431

Contact: John Welle – 218-927-7469

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LBRP Funds	Amount of Required Matching Funds	Completion Date
SAP 001-598-016	\$457,148.52	\$173,327.50	December 31, 2028

3. Total Amount of LBRP Grant for all projects under this Agreement: \$ 457,148.52.

4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

- Exhibit A Completed Sources and Uses of Funds Schedule
- Exhibit B Project Schedule, Workforce Certificate, and Equal Pay Certificate
- Exhibit C Bond Financed Property Certification
- Exhibit D Grant Application
- Exhibit E Grantee Resolution Approving Grant Agreement
- Exhibit F General Terms and Conditions

5. Additional requirements, if any: None

6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approval and Certifying Encumbrance as required by Minnesota Statutes § 16A.15 and 16C.05

By: _____
State Aid Programs Manager
(with delegated authority)

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____
Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LBRP	
2023 LBRP Funds Grant (SAAS Acct 377)	\$457,148.52	Grant Funds:	
Other:		Bridge Construction	\$457,148.52
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$457,148.52	Subtotal	\$457,148.52
Public Entity Funds:		Items paid for with Non-LBRP Grant Funds:	
Matching Funds	\$173,327.50	Bridge Removal	\$16,601.00
Local County Funds		Approach Grading	\$107,428.00
Other:		Approach Surfacing	\$34,593.50
	\$	Turf Est & Erosion Cont	\$14,705.00
	\$		
Subtotal	\$173,327.50	Subtotal	\$173,327.50
TOTAL FUNDS	\$630,476.02	= TOTAL PROJECT COSTS	\$630,476.02

EXHIBIT B

PROJECT SCHEDULE, WORKFORCE CERTIFICATE, AND EQUAL PAY CERTIFICATE

Award Date: November 12, 2024
Construction Start Date: TBD
Construction Substantial Complete Date: September 19, 2025
Contract Final Completion Date: December 31, 2028

INSERT APPARENT LOW BIDDER WORKFORCE CERTIFICATE BID FORM

S&R Reinforcing Inc. has certified that it is not subject to the Workforce Certificate and Equal Pay Certificate requirements in Statute 363A.36 and 363A.44 because S&R Reinforcing Inc. employs fewer than 40 full time employees.

INSERT APPARENT LOW BIDDER EQUAL PAY CERTIFICATE BID FORM

S&R Reinforcing has certified that it is not subject to the Equal Pay Certificate requirement in Statute 363A.44 because the total contact amount is less than or equal to \$1,000,000.00.

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County(ies) of **Aitkin**, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the “Restricted Property”) and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Bridge Replacement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20__; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: _____, 20__

[Aitkin County], a political subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on County Road 54 approximately 3 miles northeast of Aitkin from approximately 702.1 feet south of the northeast corner of Section 19, Township 47N, Range 26W to approximately 897.9 feet north of the northeast corner of section 19, township 47N, Range 26W

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project



APPLICATION FOR BRIDGE FUNDS

State of Minnesota - Department of Transportation
State Aid for Local Transportation

Identification	Project Number	<u>SAP 001-598-016</u>	Old Bridge Number	<u>7375</u>
	New Bridge No.	<u>01536</u>	Over	<u>Sissabagamah Creek</u>
	County of	<u>Aitkin</u>	Road or Street No.	<u>CR 54</u>
	Township of	<u>Spencer</u>	Road or Street Name	<u>390th Avenue</u>
	Municipality of	<u>NA</u>	Proposed Const Year	<u>2023</u>
	Does the municipality have a population of 5,000 or less? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Eligibility	Local Bridge Planning Index (LPI) <u>52</u>			
	NBI Appraisal Ratings: Deck Geometry <u>5</u> Approach Roadway <u>4</u> Waterway Adequacy <u>5</u>			
	Date of Council/Board action prioritizing this bridge <u>7-13-21</u>			
Is this a road-in-lieu of bridge project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Prioritization	How many people are affected by this deficiency? <u>unknown</u> What is the ADT on this bridge? <u>60</u>			
	Describe the economic importance of replacing this bridge.			
	Bridge 7375 is being replaced to eliminate the transportation deficiency that exists on the CR 54 corridor between CSAH 1 and US Hwy 169. The bridge is currently posted to 28-40-40 tons, which restricts the movement of freight through this corridor.			
	Is the road designated or planned to be designated as a Minimum Maintenance road? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Attach additional sheets for explanation if necessary)			
	Is the township net tax capacity less than \$300,000? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Is the bridge listed on the National Register of Historic Places or been determined to be eligible? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
National Register of Historic Places link here: http://www.nps.gov/history/nr/research/				
Cost Estimate		Eligible Amount		Ineligible Amount
	Structure Costs	\$ 330,000		\$ 0
	Approach Costs	\$ 0		\$ 150,000
	Engineering Costs	\$ 0		\$ 50,000
	Total Costs	\$ 330,000		\$ 200,000
	Total Project Cost		\$ 530,000	
	John Welle		Digitally signed by John Welle Date: 2021.07.14 12:59:13 -05'00'	
County/City Engineer				Date
DSAE	DISTRICT STATE AID ENGINEER RECOMMENDATION			
	Replace <u>X</u>	Defer _____	<u>Kelvin Howieson</u>	Digitally signed by Kelvin Howieson Date: 2021.07.27 13:49:11 -05'00'
		District State Aid Engineer Signature		Date
Approval	STATE AID USE ONLY		Federal-Aid	\$
			State-Aid	\$
			Local/Other	\$
			Town Bridge	\$
			Unallocated Town Bridge	\$
			State Bridge Funds	\$
			Total	\$

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Bridge Replacement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LBRP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LBRP Grant” - means a grant from MnDOT to the Public Entity under the LBRP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LBRP” - means the Local Bridge Replacement Program pursuant to Minn. Stat. Sec. 174.50 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LBRP Grant” - means the portion of the LBRP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LBRP grant.

“Public Entity” - means the grantee of the LBRP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II

GRANT

Section 2.01 **Grant of Monies.** MnDOT shall make the LBRP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 **Public Ownership,** The Public Entity acknowledges and agrees that the LBRP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 **Use of Grant Proceeds.** The Public Entity shall use the LBRP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) constructing or reconstructing a bridge, (ii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iii) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient. The Public Entity shall not use the LBRP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement. .

Section 2.04 **Operation of the Real Property.** The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city

street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LBRP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LBRP Grant or the disbursement of the LBRP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.
- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LBRP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 Event(s) of Default. The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LBRP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.
- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.

- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LBRP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LBRP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 **Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LBRP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LBRP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LBRP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LBRP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LBRP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LBRP Grant shall terminate. In such event, (i) if none of the LBRP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LBRP Grant and the Agreement will terminate, and (ii) if some but not all of the LBRP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LBRP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LBRP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

Article III
COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LBRP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

- A. It will not use the Real Property or use or invest the LBRP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.
- B. It will deposit and hold the LBRP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.

- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LBRP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 **Changes to G.O. Compliance Legislation or the Commissioner’s Order.** If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 **The Advances.** MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LBRP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LBRP Grant. If the amount of LBRP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LBRP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LBRP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LBRP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LBRP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section 5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is

expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 **Draw Requisitions.** Whenever the Public Entity desires a disbursement of a portion of the LBRP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 **Additional Funds.** If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LBRP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LBRP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the “Delegated Contract Process or State Aid Payment Request” as requested and approved by the appropriate district state aid engineer.

Section 4.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 **Condemnation.** If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the

condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the

provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 **Choice of Law and Venue.** All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 **Severability.** If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 **Matching Funds.** Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 **Sources and Uses of Funds.** The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 **Project Completion Schedule.** The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 **Third-Party Beneficiary.** The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 **Public Entity Tasks.** Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 **Data Practices.** The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 **Non-Discrimination.** The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Section 5.25 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

Section 5.26 **Title VI/Non-discrimination Assurances.** Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in Exhibit A, Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.

Section 5.27 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

Section 5.28 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

Local Bridge Replacement Program Grant Agreement Grant Terms and Conditions MnDOT Agreement No. 1057625 (SAP 001-598-016)

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No. 01536; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$457,148.52 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The County Engineer is authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 1-07-25

Title of Item: Used Pickup Truck Equipment Purchase

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: John Welle	Department: Highway Department
Presenter (Name and Title): NA	Estimated Time Needed: NA
Summary of Issue: Replacement of Unit 459 with a used pickup truck is listed in the 2025 Capital Equipment Replacement Program for a total cost of \$32,000. The following used pickup truck is currently available from Aitkin Motors for a total cost of \$28,940, including applicable tax and fees: 2020 Ford F150 SuperCrew with 75,704 mile odometer reading.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Recommend motion to purchase 2020 Ford F150 from Aitkin Motor Company, Aitkin, MN for \$28,940.	
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> \$ 28,940 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$32,000 was budgeted in the 2025 Capital Equipment Program for this purchase.	

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



Board of County Commissioners Agenda Request

5I

Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Approve Out-of-State Travel

<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: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>Commissioner Kearney would like to represent Aitkin County at the 2025 NACo Annual Legislative Conference in Washington, DC on March 1-4, 2025. Board approval is required for any out-of-state travel.</p> <p>Costs are approximate and will be finalized when arrangements are made.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve out-of-state travel for Commissioner Kearney to attend the 2025 NACo Annual Legislative Conference.		
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> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Flights - \$473 (estimates) Conference Registration - \$530 Hotel - \$2,255		

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

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
8410	Bremer Bank						
3	01-044-904-0000-6360		200.36	MED FSA CLAIMS 2024	12/15/2024	Flex Plan Withdrawals	N
4	01-044-904-0000-6360		408.34	DEP CARE FSA CLAIMS 2024	12/16/2024	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		93.14	MED FSA CLAIMS 2024	12/17/2024	Flex Plan Withdrawals	N
2	01-042-000-0000-5106		25.00	NSF MARRIAGE FEE	12/2024	Marriage License / Cert Copies	N
7	01-044-904-0000-6360		97.63	MED FSA CLAIMS 2024	12/22/2024	Flex Plan Withdrawals	N
6	01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2024	12/23/2024	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		1.24	WEX MED FSA 2024	12/27/2024	Flex Plan Withdrawals	N
10	01-044-904-0000-6379		626.25	WEX NOVEMBER 2024 FEE	12/27/2024	Flex Services, Labor, Etc.	N
13	01-044-904-0000-6360		153.49	MED FSA CLAIMS 2024	12/29/2024	Flex Plan Withdrawals	N
11	01-044-904-0000-6360		408.18	DEP CARE FSA CLAIMS 2024	12/31/2024	Flex Plan Withdrawals	N
12	01-044-904-0000-6360		8.34	MED FSA CLAIMS 2024	12/31/2024	Flex Plan Withdrawals	N
8410	Bremer Bank		2,230.31	11 Transactions			
1 Fund Total:			2,230.31	General Fund	1 Vendors	11 Transactions	

KMR1
 12/31/24 10:41AM
 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
1	8410 Bremer Bank 09-000-000-0000-2030		90.00	NSF CHECK MARRIAGE	12/2024	State Fees, Assessments & Surcharges	N
	8410 Bremer Bank		90.00	1 Transactions			
9 Fund Total:			90.00	State	1 Vendors	1 Transactions	

KMR1
 12/31/24 10:41AM

Aitkin County



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

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
8	8410 Bremer Bank 13-943-000-0000-2001		12.28	REV PMT-UNCOLLECTED FUNDS	3091	Cur - Property Taxes	N
	8410 Bremer Bank		12.28	1 Transactions			
13 Fund Total:			12.28	Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:			2,332.59	3 Vendors	13 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	2,230.31	General Fund
	9	90.00	State
	13	12.28	Taxes & Penalties
All Funds		2,332.59	Total

Approved by,

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WLB1
12/31/24 10:44AM

Aitkin County



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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
40	DEPT			Auditor			
2966	MACO 01-040-000-0000-6240		360.00	2025 MACO DUES 01/01/2025 12/31/2025	2025 MACO DUES	Membership/Dues/Association Fees	N
2966	MACO		360.00	1 Transactions			
86290	Mn Counties Information Systems 01-040-000-0000-6266		8,335.00	CTYPAYQTR-2025 SUPPORT	2668	Data Processing/Computer Services	N
86290	Mn Counties Information Systems		8,335.00	1 Transactions			
3195	MNCCC LOCKBOX 01-040-000-0000-6266		8,523.79	2025 IFS SUPPORT 01/01/2025 12/31/2025	2501007	Data Processing/Computer Services	N
	01-040-000-0000-6266		1,000.00	2025 JIC-IFS ENH FUND 01/01/2025 12/31/2025	2501007	Data Processing/Computer Services	N
	01-040-000-0000-6266		1,250.00	2025 MNCCC DUES-JIC 01/01/2025 12/31/2025	2501007	Data Processing/Computer Services	N
3195	MNCCC LOCKBOX		10,773.79	3 Transactions			
3267	Peysar/Kirk 01-040-000-0000-6330	AP	175.67	AMC CONF MILEAGE 12/08/2024 12/11/2024	AMC CONF	Transportation/Travel/Parking	N
	01-040-000-0000-6332	AP	151.99	AMC CONF LODGING 12/08/2024 12/11/2024	AMC CONF	Hotel / Motel Lodging	N
3267	Peysar/Kirk		327.66	2 Transactions			
40	DEPT Total:		19,796.45	Auditor	4 Vendors	7 Transactions	
41	DEPT			Internal Audit			
12780	CliftonLarsonAllen LLP 01-041-000-0000-6360	AP	4,095.00	PROGRESS BILLING #1 - 2024	L241837400	Services, Labor, Contracts	Y
12780	CliftonLarsonAllen LLP		4,095.00	1 Transactions			
41	DEPT Total:		4,095.00	Internal Audit	1 Vendors	1 Transactions	
42	DEPT			Treasurer			
9562	Advanced Business Methods, Inc. 01-042-000-0000-6342		122.23	TREASURER COPIER	AR1866574	Office Equipment Rental/Contracts	N

Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
9562	Advanced Business Methods, Inc.				122.23				1 Transactions			
2966	MACO											
	01-042-000-0000-6240				360.00	2025 MACO DUES	01/01/2025 12/31/2025	2025 MACO DUES		Membership/Dues/Association Fees		N
	01-042-000-0000-6266				750.00	2025 MOMS MAINT FEE	01/01/2025 12/31/2025	2025 MOMS		Data Processing/Computer Services		N
2966	MACO				1,110.00				2 Transactions			
42	DEPT Total:				1,232.23	Treasurer			2 Vendors		3 Transactions	
45	DEPT					Motor Pool						
195	Aitkin Tire Shop											
	01-045-000-0000-6302		AP		35.00	TIRE REPAIR-#61		64051		Vehicle Maintenance		Y
195	Aitkin Tire Shop				35.00				1 Transactions			
9561	Amazon Business											
	01-045-000-0000-6480		AP		15.71	KEY FOB BATTERIES		1CRX-61PM-4YQK		Car Equipment		N
9561	Amazon Business				15.71				1 Transactions			
10087	Atwater Chevrolet Buick GMC											
	01-045-000-0000-6302		AP		376.24	CAR #7 EXHAUST REPAIR		358925		Vehicle Maintenance		N
10087	Atwater Chevrolet Buick GMC				376.24				1 Transactions			
13934	The Tire Barn											
	01-045-000-0000-6302		AP		30.00	TIRE REPAIR		76857		Vehicle Maintenance		N
	01-045-000-0000-6302		AP		61.88	LUBE, OIL, FILTER #21		76906		Vehicle Maintenance		N
13934	The Tire Barn				91.88				2 Transactions			
45	DEPT Total:				518.83	Motor Pool			4 Vendors		5 Transactions	
49	DEPT					Information Technologies						
9561	Amazon Business											
	01-049-000-0000-6485		AP		34.98	WIRELESS KEYBOARD/MOUSE		1XTK-6FVV-KVJ3		Computer/Technology Supplies		N
9561	Amazon Business				34.98				1 Transactions			
5398	CDW Government, Inc											
	01-049-000-0000-6283				9,073.01	RSA ID PLUS ANNUAL		AB8VK8P		Programming, Services, Contracts		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	
5398	CDW Government, Inc			9,073.01				
					1 Transactions			
86290	Mn Counties Information Systems							
	01-049-000-0000-6283			19,157.00	CTYTAXQTR65	2668	Programming, Services, Contracts	N
	01-049-000-0000-6283			9,319.00	CTYTAXQTR35	2668	Programming, Services, Contracts	N
	01-049-000-0000-6283			1.00	CTYTAXADJ35	2668	Programming, Services, Contracts	N
	01-049-000-0000-6283			531.00	CTYHOSTMNT-QTRLY	2692	Programming, Services, Contracts	N
	01-049-000-0000-6283			2,325.00	CTYHOSTLV2	2692	Programming, Services, Contracts	N
	01-049-000-0000-6283			1,684.00	CTYHOSTRES	2692	Programming, Services, Contracts	N
86290	Mn Counties Information Systems			33,017.00				
					6 Transactions			
86235	The Office Shop Inc							
	01-049-000-0000-6360	AP		32.57	IT COPIER MAINTANCE	334563-0	Services, Labor, Contracts	N
86235	The Office Shop Inc			32.57				
					1 Transactions			
49	DEPT Total:			42,157.56	Information Technologies	4 Vendors	9 Transactions	
100	DEPT				Recorder			
	2966 MACO							
	01-100-000-0000-6240			360.00	2025 MACO DUES	2025 MACO DUES	Membership/Dues/Association Fees	N
					01/01/2025	12/31/2025		
	2966 MACO			360.00				
					1 Transactions			
100	DEPT Total:			360.00	Recorder	1 Vendors	1 Transactions	
110	DEPT				Courthouse Maintenance			
	9561 Amazon Business							
	01-110-000-0000-6422	AP		106.05	RUST REMOVER/MAGIC ERASERS	1CRX-61PM-4YQK	Janitorial Supplies	N
	9561 Amazon Business			106.05				
					1 Transactions			
	9085 Climate Makers Inc							
	01-110-000-0000-6360	AP		2,864.18	BOILER#2 LOCKOUT-GAS VALVE	122704	Services, Labor, Contracts	N
	9085 Climate Makers Inc			2,864.18				
					1 Transactions			
	88628 Imperial Dade							
	01-110-000-0000-6360	AP		688.00	CLEANING EQUIPMENT SERVICE	4300888	Services, Labor, Contracts	N
	01-110-000-0000-6360	AP		2,297.83	PAPER, BAGS, CLEANER	4307690	Services, Labor, Contracts	N
	01-110-000-0000-6422	AP		712.51	SAO CARTRIDGES	4310147	Janitorial Supplies	N

Aitkin County

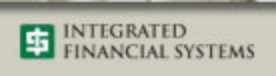


Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 General Fund

Vendor No.	Name	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
					Service Dates	Paid On Bhf #	On Behalf of Name	
88628	Imperial Dade	01-110-000-0000-6422	AP	27.36	40X46 CAN LINERS	4310434	Janitorial Supplies	N
				3,725.70	4 Transactions			
9692	Minnesota Energy Resources Corporation	01-110-000-0000-6254	AP	2,187.26	COURTHOUSE	5299632372	Utilities-Gas and Electric	N
					11/20/2024 12/19/2024			
9692	Minnesota Energy Resources Corporation			2,187.26	1 Transactions			
3950	Public Utilities	01-110-000-0000-6254	AP	3,924.76	GOV'T CENTER	1430-00	Utilities-Gas and Electric	N
					11/16/2024 12/16/2024			
		01-110-000-0000-6254	AP	90.57	GLARCO	50186-00	Utilities-Gas and Electric	N
					11/16/2024 12/16/2024			
		01-110-000-0000-6254	AP	323.34	LA TOOL	50188-00	Utilities-Gas and Electric	N
					11/16/2024 12/16/2024			
		01-110-000-0000-6254	AP	50.36	OLD COUNTY GARAGE	50202-00	Utilities-Gas and Electric	N
					11/16/2024 12/16/2024			
		01-110-000-0000-6254	AP	56.77	JUD'L CENTER	509-00	Utilities-Gas and Electric	N
					11/16/2024 12/16/2024			
3950	Public Utilities			4,445.80	5 Transactions			
110	DEPT Total:			13,328.99	Courthouse Maintenance	5 Vendors	12 Transactions	
122	DEPT				Planning & Zoning			
111	Aitkin Co Soil & Water	01-122-000-0000-5305	AP	15,000.00	2024 RIPARIAN PROTECT AID	2ND HALF 2024	Riparian Project Aid	N
		01-122-000-0000-5306	AP	114,267.50	2024 AQUATIC ISP AID	2ND HALF 2024	Invasive Species State Grant 477A.19	N
111	Aitkin Co Soil & Water			129,267.50	2 Transactions			
117	Aitkin County Sheriff	01-122-000-0000-5306	AP	20,000.00	2024 AQUATIC ISP AID (SHERIFF)	00 11267326	Invasive Species State Grant 477A.19	N
117	Aitkin County Sheriff			20,000.00	1 Transactions			
122	DEPT Total:			149,267.50	Planning & Zoning	2 Vendors	3 Transactions	
200	DEPT				Enforcement			
10253	A&B Mishaps Towing	01-200-200-0000-6265	AP	200.89	TOWING- IC 24003193	24-02440	Programs	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
10253	A&B Mishaps Towing		200.89		1 Transactions		
9561	Amazon Business						
	01-200-200-0000-6405	AP	15.53	OFFICE SUPPLIES	14W7-HN13-NXTN	VCET - AIM Office Supplies	N
	01-200-200-0000-6265	AP	37.98	BATTERIES FOR EQUIPMENT	1KY4-NQKR-4R1R	Programs	N
	01-200-200-0000-6405	AP	310.06	OFFICE SUPPLIES	1YTQ-YWMW-7TD4	VCET - AIM Office Supplies	N
9561	Amazon Business		363.57		3 Transactions		
9926	AT&T (VCET)						
	01-200-200-0000-6265	AP	1,650.00	9754	539624	Programs	N
				10/03/2024	12/01/2024		
9926	AT&T (VCET)		1,650.00		1 Transactions		
9822	Callyo 2009 Corp.						
	01-200-200-0000-6265		4,476.00	1/1/25-12/31/25	R19957	Programs	N
				01/01/2025	12/31/2025		
9822	Callyo 2009 Corp.		4,476.00		1 Transactions		
9322	LeadsOnline LLC						
	01-200-200-0000-6265		5,145.00	CELLHAWK	415870	Programs	Y
				01/01/2025	12/31/2025		
9322	LeadsOnline LLC		5,145.00		1 Transactions		
3334	MCIT						
	01-200-200-0000-6352		14,985.00	AIMVCET	20406R	Insurance-Vehicles/Equipment/Liability	N
				01/01/2025	01/31/2025		
3334	MCIT		14,985.00		1 Transactions		
3950	Public Utilities						
	01-200-000-0000-6254	AP	88.06	EMERG STORAGE	507-00	Utilities-Gas and Electric	N
				11/16/2024	12/16/2024		
3950	Public Utilities		88.06		1 Transactions		
200	DEPT Total:		26,908.52	Enforcement	7 Vendors	9 Transactions	
252	DEPT			Corrections			
	4812 JC32 Teamsters H&W Fund						
	01-252-000-0000-6101		7,014.00	EE DECEMBER HEALTH INSURANCE	12/23/2024	Salaries-Full Time	N
	01-252-000-0000-6150		26,355.00	ER DECEMBER HEALTH INSURANCE	12/23/2024	Health Insurance-Employer	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
4812	JC32 Teamsters H&W Fund				33,369.00							
								2				
9692	Minnesota Energy Resources Corporation											
	01-252-000-0000-6254			AP	445.80	JAIL	11/20/2024 12/20/2024	5298048448		Utilities-Gas and Electric		N
	01-252-000-0000-6254			AP	1,675.18	JAIL	11/20/2024 12/19/2024	5298531502		Utilities-Gas and Electric		N
	01-252-000-0000-6254			AP	162.68	STS	11/20/2024 12/19/2024	5298934246		Utilities-Gas and Electric		N
9692	Minnesota Energy Resources Corporation				2,283.66							
								3				
3950	Public Utilities											
	01-252-000-0000-6254			AP	5,207.11	NEW JAIL 2	11/16/2024 12/16/2024	1431-00		Utilities-Gas and Electric		N
	01-252-000-0000-6254			AP	143.53	STS	11/16/2024 12/16/2024	50109-00		Utilities-Gas and Electric		N
	01-252-000-0000-6254			AP	1,062.93	NEW JAIL	11/16/2024 12/16/2024	512-00		Utilities-Gas and Electric		N
3950	Public Utilities				6,413.57							
								3				
252	DEPT Total:				42,066.23	Corrections			3 Vendors		8 Transactions	
253	DEPT					Sentence to Serve						
	4812	JC32 Teamsters H&W Fund										
		01-253-000-0000-6101			334.00	EE DECEMBER HEALTH INSURANCE		12/23/2024		Salaries-Full Time		N
		01-253-000-0000-6150			1,255.00	ER DECEMBER HEALTH INSURANCE		12/23/2024		Health Insurance-Employer		N
4812	JC32 Teamsters H&W Fund				1,589.00							
								2				
253	DEPT Total:				1,589.00	Sentence to Serve			1 Vendors		2 Transactions	
257	DEPT					Community Corrections						
	14598	Rickmeyer/Taylor										
		01-257-251-0000-6339		AP	41.61	MEALS (L&D) 2 DAYS - MI (TR)		TR14598		Meals (Overnight)		N
							11/12/2024 11/13/2024					
14598	Rickmeyer/Taylor				41.61							
								1				
	14597	Walsh/Andrew										
		01-257-251-0000-6339		AP	47.28	MEALS(L&D) 2 DAYS MI (AW)		AW14597		Meals (Overnight)		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
14597	Walsh/Andrew		47.28	11/12/2024 11/13/2024	1 Transactions		
257	DEPT Total:		88.89	Community Corrections	2 Vendors	2 Transactions	
600	DEPT 3334 MCIT			Ag Society, Soil & Water, Ag Inspect			
	01-600-550-0000-6171		50.00	2025 WC RENEWAL 01/01/2025 12/31/2025	20403R	Workers Compensation	N
	01-600-550-0000-6352		3,352.00	2025 PC RENEWAL 01/01/2025 12/31/2025	20403R	Ag Society Insurance	N
	3334 MCIT		3,402.00	2 Transactions			
600	DEPT Total:		3,402.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	2 Transactions	
1	Fund Total:		304,811.20	General Fund		64 Transactions	

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
301	DEPT					R&B Administration						
3518	Voyageur Press Of Mcgregor, Inc	03-301-000-0000-6405			47.00	YEAR SUBSCRIPTION		49792		Office Supplies		N
3518	Voyageur Press Of Mcgregor, Inc				47.00		1 Transactions					
301	DEPT Total:				47.00	R&B Administration		1 Vendors		1 Transactions		
303	DEPT					R&B Highway Maintenance						
86467	Auto Value Aitkin											
		03-303-000-0000-6590	AP	P	81.00-	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	23.24	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	3.87	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	3.87	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	3.87	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	1.29	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	20.24	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	94.27	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	94.27	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	94.27	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	94.27	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	94.27	REPAIR PARTS-FILTERS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	35.29-	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	524.97	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	154.57	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	8.78	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	114.89	REPAIR PARTS		ACCT 4000300		Repair & Maintenance Supplies		N
86467	Auto Value Aitkin				1,214.65		17 Transactions					
163	Charter Communications Holdings LLC											
		03-303-000-0000-6220			143.13	PHONE: HWY OFFICE		ACCT 175592901		Telephone		N
163	Charter Communications Holdings LLC				143.13		1 Transactions					
1430	Dotzler Power Equipment											
		03-303-000-0000-6417	AP	P	80.00	AITKIN SHOP		33429		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	71.88	AITKIN SHOP SUPPLIES		36441		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	63.63	MCGREGOR SHOP SUPPLIES		36838		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	6.05	AITKIN SHOP SUPPLIES		36879		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	31.89	AITKIN SHOP SUPPLIES		41568		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	61.37	AITKIN SHOP SUPPLIES		42566		Shop/Building Maintenance		N

Aitkin County



3 Road & Bridge

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	
	03-303-000-0000-6417	AP	P	9.45	AITKIN SHOP SUPPLIES	42585	Shop/Building Maintenance	N
1430	Dotzler Power Equipment			324.27		7 Transactions		
7935	East Central Energy							
	03-303-000-0000-6254	AP	P	129.63	NOV/DEC POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	P	57.35	NOV/DEC POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
7935	East Central Energy			186.98		2 Transactions		
7899	Locators & Supplies, Inc							
	03-303-000-0000-6417	AP	P	145.31	PALISADE SHOP SUPPLIES	0318465-IN	Shop/Building Maintenance	N
7899	Locators & Supplies, Inc			145.31		1 Transactions		
10412	O'Reilly Auto Parts							
	03-303-000-0000-6590	AP	P	167.83	REPAIR PARTS	1878-208985	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts			167.83		1 Transactions		
8230	State Of Minnesota							
	03-303-000-0000-6590			60.00	2025 DECALS	DECALS	Repair & Maintenance Supplies	N
8230	State Of Minnesota			60.00		1 Transactions		
303	DEPT Total:			2,242.17	R&B Highway Maintenance	7 Vendors	30 Transactions	
307	DEPT				R&B Capital Infrastructure			
	8694 Department of Transportation							
	03-307-000-0000-6269	AP	P	98.95	JOB COST TRANSFERS	P00019381	Professional Services	N
	03-307-000-0000-6269	AP	P	386.50	JOB COST TRANSFERS	P00019381	Professional Services	N
8694	Department of Transportation			485.45		2 Transactions		
307	DEPT Total:			485.45	R&B Capital Infrastructure	1 Vendors	2 Transactions	
3	Fund Total:			2,774.62	Road & Bridge		33 Transactions	

Aitkin County



4 Unorganized Townships

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
422	DEPT		Unorganized Fire			
	7001 Town Of Ball Bluff Treasurer					
	04-422-000-0000-6801		11,646.50	UNORG FIRE 51-22 01/01/2025 12/31/2025	2025 FIRE PROT	Appropriations N
	04-422-000-0000-6801		3,523.40	UNORG FIRE 52-22 01/01/2025 12/31/2025	2025 FIRE PROT	Appropriations N
	04-422-000-0000-6801		575.53	UNORG FIRE 52-24 01/01/2025 12/31/2025	2025 FIRE PROT	Appropriations N
	7001 Town Of Ball Bluff Treasurer		15,745.43	3 Transactions		
422	DEPT Total:		15,745.43	Unorganized Fire	1 Vendors	3 Transactions
4	Fund Total:		15,745.43	Unorganized Townships		3 Transactions

WLB1
12/31/24 10:44AM

Aitkin County



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

10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
	3950 Public Utilities						
	10-923-000-0000-6254	AP	266.42	ACL D 11/16/2024	348-00	Utilities-Gas and Electric	N
				12/16/2024			
	3950 Public Utilities		266.42	1 Transactions			
923	DEPT Total:		266.42	Forfeited Tax Sales	1 Vendors	1 Transactions	
10	Fund Total:		266.42	Trust		1 Transactions	

Aitkin County



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

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
939	DEPT			County Surveyor			
	7525 Hometown Bldg Supply						
	11-939-000-0000-6450	AP	91.70	10 - 12 REBAR 1/2"X20"	2412-123354	Supplies	N
	7525 Hometown Bldg Supply		91.70	1 Transactions			
939	DEPT Total:		91.70	County Surveyor	1 Vendors	1 Transactions	
11	Fund Total:		91.70	Forest Development		1 Transactions	

Aitkin County



Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT				LLCC Administration			
	9562 Advanced Business Methods, Inc.							
	19-521-000-0000-6342			90.05	JAN. COPIER	AR1866609	Office Equipment Rental/Contracts	N
					01/01/2025 01/31/2025			
	9562 Advanced Business Methods, Inc.			90.05	1 Transactions			
	11419 Beaudry Oil & Service, Inc.							
	19-521-000-0000-6254	AP		400.42	INSTRUCTOR'S HOUSE	2812531	Utilities-Gas and Electric	N
	11419 Beaudry Oil & Service, Inc.			400.42	1 Transactions			
	14812 SCI Broadband/Savage Communications							
	19-521-000-0000-6220			653.85	JANUARY PHONE AND INTERNET	024-033167	Telephone	N
					01/01/2025 01/31/2025			
	14812 SCI Broadband/Savage Communications			653.85	1 Transactions			
521	DEPT Total:			1,144.32	LLCC Administration	3 Vendors	3 Transactions	
524	DEPT				LLCC Maintenance			
	1430 Dotzler Power Equipment							
	19-524-000-0000-6590	AP		240.44	MATERIALS TO FIX MOWER	100011	Repair & Maintenance Supplies	N
	1430 Dotzler Power Equipment			240.44	1 Transactions			
524	DEPT Total:			240.44	LLCC Maintenance	1 Vendors	1 Transactions	
19	Fund Total:			1,384.76	Long Lake Conservation Center		4 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT				Parks			
	3950 Public Utilities							
	21-520-000-0000-6254	AP	B	67.02	MISS ACCESS 11/16/2024 12/16/2024	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	AP	B	41.89	MISS SHOWER 11/16/2024 12/16/2024	1671-00	Utilities-Gas and Electric	N
	3950 Public Utilities			108.91	2 Transactions			
520	DEPT Total:			108.91	Parks	1 Vendors	2 Transactions	
21	Fund Total:			108.91	Parks		2 Transactions	
	Final Total:			325,183.04	54 Vendors	108 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	304,811.20	General Fund	
	3	2,774.62	Road & Bridge	
	4	15,745.43	Unorganized Townships	
	10	266.42	Trust	
	11	91.70	Forest Development	
	19	1,384.76	Long Lake Conservation Center	
	21	108.91	Parks	
	All Funds	325,183.04	Total	Approved by,
			
			



Board of County Commissioners Agenda Request

5L
Agenda Item #

Requested Meeting Date: 1/7/2025

Title of Item: Sheriff's Office Donation - SHERP

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue Jim Bebo and Family has graciously donated a SHERP all-terrain vehicle to the Aitkin County Sheriff's Office. This extremely versatile vehicle is able to traverse the most difficult conditions that Aitkin County has to offer. We are requesting that the Board of Commissioners accept this incredible donation!		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation of a SHERP truck all-terrain vehicle from Jim Bebo and Family.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

DANIEL G. GUIDA
AITKIN COUNTY SHERIFF

218 1st St NW

Aitkin, MN 56431

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

Emergency 911

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

December 26, 2024

Christmas comes early for Aitkin County!

The Aitkin County Sheriff's Office was recently gifted a donation of a SHERP Truck all-terrain vehicle. Jim Bebo and his family donated the extremely versatile vehicle that is able to traverse the most difficult conditions Aitkin County has to offer.

Sheriff Guida stated, "This donation will save lives. The ability to get rescue teams to places within minutes, where our teams have normally taken hours or longer, will have a significant impact. Paired with our drones the SHERP will provide the best-case scenario for dealing with lost people in the many remote areas of the county. Jim is a great example of someone that supports his community and I feel blessed that he chooses to spend time in Aitkin County."

The Bebo family wanted to give back in a way that would have a huge impact. Jim simply said, "It makes me happy to know that this vehicle will be used to save lives. Our Sheriff's Office and the Search and Rescue group does great work, and providing them with this tool is my pleasure."





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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

Accept Donation – SHERP

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 a SHERP all-terrain vehicle as set forth below to the county:

Jim Bebo & Family

SHERP all-terrain vehicle

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

Jim Bebo & Family

Aitkin County Sheriff's Office

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

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

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

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: January 7, 2025

Title of Item: Purchase Transport Vehicle

<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: Sheriff Dan Guida		Department: Aitkin County Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: <p>The Aitkin County Sheriffs Office is requesting approval to purchase an easier accessible transport vehicle for the transportation needs of inmates. The current transport SUV is very high mileage and is very difficult for larger inmates or those with mobility issues to get in and out of. I would like to request approval to purchase a 2025 Sienna from Kolar in the amount of \$43,620.00 and outfit a more accessible transport vehicle.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve purchase of 2025 Sienna from Kolar in the amount of \$43,620.00		
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> \$ 43,620.00 <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.

**TOYOTA****Kolar Toyota**4781 Miller Trunk Hwy.
Duluth MN 55811
218-733-0100

2025 SIENNA

Sienna LE

Model: 2025 Sienna LE 2.5L Hybrid Engine All-Wheel Drive
5403A**VIN:** 5TDKSKFCXSS50B983**Stock:** N/A**Engine:** 2.5L Hybrid Engine**Transmission:** Electronically controlled Continuously Variable
Transmission (ECVT) **EXTERIOR**
Celestial Silver Metallic **INTERIOR**
Gray Woven Fabric

PRICE

Base MSRP *	\$41,185.00
Factory Installed Packages & Accessories	\$225.00
Port Installed Packages & Accessories	\$760.00
Delivery Processing and Handling	\$1,450.00
Total Advertised Price	\$43,620.00

FUEL ECONOMY



INSTALLED PACKAGES & ACCESSORIES

50 State Emissions	FIO	\$0.00
Roof rails	FIO	\$150.00
Spare tire	FIO	\$75.00
Body Side Moldings	PIO	\$250.00
Body side moldings help protect against careless door swings, runaway shopping carts and other parking lot mishaps while adding a little extra exterior style.		
• Color-matched to the exterior paint.		
Door Sill Protectors	PIO	\$95.00
Door sill protectors help guard against interior door scuffs, scrapes and scratches.		
• Made of durable, skid-resistant materials		
• Features a Sienna logo.		
Mudguards	PIO	\$155.00
Help protect your paint finish from road debris and the damage it causes.		
• Designed to integrate with Sienna exterior styling.		
All-Weather Floor Liners	PIO	\$260.00
All-Weather floor liners are engineered to precisely fit your vehicle and made from flexible, weather-resistant material.		
• Full coverage for second and third rows		
• Skid-resistant backing and driver-side quarter-turn fasteners help keep the liners in place		
They are applicable for Sienna models without Vacuum and FridgeBox accessory.		
Total Optional Equipment		\$985.00
Vehicle Base Model		\$41,185.00

FEATURES

Mechanical & Performance

- Brakes: Ventilated 12.9-in. front disc brakes
- Drivetrain: Electronic On-Demand All-Wheel Drive (AWD) system
- Suspension: Independent MacPherson strut front suspension; multi-link rear suspension
- Electric motors: Permanent magnet synchronous motors (two front, one rear)
- Traction battery: Battery type: sealed Nickel-Metal Hydride (Ni-MH)
- Engine: 245 net combined hp
- Engine: 2.5L Hybrid Engine
- Weight Rating: 6170 lbs
- Brakes: Ventilated 12.5-in. rear disc brakes
- Transmission: Electronically controlled Continuously Variable Transmission (ECVT) with sequential shift mode
- Drive modes: Normal, Eco, EV, Sport
- Emission rating: Super Ultra Low Emission Vehicle (SULEV)
- Steering: Electric Power Steering (EPS)
- Engine: Hybrid—2.5-Liter with Double Overhead Cam (DOHC), 16-Valve, D-4S Injection and Dual VVT-i
- Electronically controlled Continuously Variable Transmission (ECVT)

Steering

- Turning circle diameter, curb to curb (ft.) 38.30

Exterior

- Color-keyed heated power outside mirrors with blind spot warning indicators
- Black rear lower bumper
- Intermittent rear window wiper
- LED headlights and LED Daytime Running Lights (DRL) with auto on/off feature
- LED taillights and stop lights
- Dual power sliding side doors
- 17-in. alloy wheels
- Color-keyed outside door handles
- Variable windshield wipers
- Privacy glass on rear windows
- Black grille
- Color-keyed rear spoiler with LED center high-mount stop light
- Black roof-mounted shark-fin antenna

Exterior Dimensions

- Wheelbase 120.5
- Coefficient of drag (Cd) 0.29
- Track (front/rear) 67.7 / 68.5
- Overall height, unloaded, with/without roof rails 69.7/68.5
- Ground clearance 6.37
- Overall length 203.7
- Overall width 78.5

Interior

- Remote keyless entry system with lock, unlock, panic, and Push Button Start
- Fixed center console, pass-through, illuminated storage compartment, and four cup holders
- One 12V DC outlet (under bridge console)
- Dual sun visors with illuminated vanity mirrors
- Front- and rear-door map pockets with bottle holders
- 7-in. Multi-Information Display (MID) with odometer, fuel economy, trip information, and warning messages
- Electric Parking Brake (EPB) with Brake Hold function
- Power windows with one-touch auto up/down, jam protection in all positions
- Power door locks with shift-activated locking feature and anti-lockout feature
- Fabric front seats with seatback pockets; 8-way power-adjustable driver's seat
- Fabric 60/40 One-Motion-Stow Split & Stow 3rd Row® seat
- Overhead console with maplights and dome lights, side-door controls and Safety Connect®
- Lockable glove compartment
- One USB media port and six USB charge ports
- Up to 18 cup and bottle holders
- Three-zone automatic climate control with air filter, individual temperature settings for driver, front passenger and rear-seat passengers, and separate rear digital control panel
- Tilt/telescopic steering wheel with audio, Bluetooth® hands-free phone and voice-command, Full-Speed Range Dynamic Radar Cruise Control (DRCC), Lane Departure Alert (LDA) and Lane Tracing Assist (LTA) controls
- Qi-compatible wireless smartphone charging
- Rear window defogger with timer
- Manual second-row sunshades
- 8-passenger seating with fabric second-row bench with stowable center seat
- Nonglare rearview mirror

Audio Multimedia

- 8-in. Toyota Audio Multimedia, six speakers, with wireless Apple CarPlay® & Android Auto™ compatibility, SiriusXM® 3-month trial. See toyota.com/connected-services for details. S

ToyotaCare

- 24-hour Roadside Assistance \$0 (No Cost)
- No cost maintenance plan \$0 (No Cost)

Safety & Convenience

- Anti-theft system with alarm and engine immobilizer
- Toyota Safety Sense™ 2.0 —Pre-Collision System with Pedestrian Detection, Lane Departure Alert with Steering Assist, Lane Tracing Assist, Automatic High Beams, Full-Speed Range Dynamic Radar Cruise Control, and Road Sign Assist
- 3-point seatbelts for all seating positions; driver-side Emergency Locking Retractor (ELR) and Automatic/Emergency Locking Retractors (ALR/ELR) on all passenger seatbelts
- Five LATCH (Lower Anchors and Tethers for Children) locations: includes lower anchors on all three second-row seats, and passenger-side and center third-row seats
- Tire Pressure Monitor System (TPMS) with direct pressure readout and individual tire location alert
- Star Safety System™—includes Enhanced Vehicle Stability Control (VSC), Traction Control (TRAC), Anti-lock Brake System (ABS), Electronic Brake-force Distribution (EBD), Brake Assist (BA) and Smart Stop Technology® (SST)
- Advanced Rear-Seat Reminder
- Integrated backup camera
- Tire repair kit
- Adjustable seatbelt anchors on front and outboard second-row seats and driver and front passenger seatbelt pretensioners with force limiters
- Child-protector rear door locks
- Hill Start Assist Control (HAC)
- Blind Spot Monitor (BSM) with Rear Cross-Traffic Alert (RCTA)
- Ten airbags —includes driver and front passenger Advanced Airbag System, driver, front passenger and second-row outboard seat-mounted side airbags, driver knee airbag, front passenger seat-cushion airbag, side curtain airbags

Connected Services

- Drive Connect — includes Cloud Navigation with Google Points of Interest (POI) data, Intelligent Assistant with Hey, Toyota, and Destination Assist. Subscription required after trial. 4G network dependent. Capable (subscription required)
- Safety Connect® —includes Emergency Assistance Button, Enhanced Roadside Assistance, Automatic Collision Notification, and Stolen Vehicle Locator. Subscription required. 1-year trial subscription. 4G network dependent. Up to 10-year trial subscription
- Service Connect —receive personalized maintenance updates and vehicle health reports. Subscription required after trial. 4G network dependent. Up to 10-year trial subscription
- Remote Connect —remotely interact with your vehicle through the Toyota app via your smartwatch. Depending on grade, allows you to lock/unlock doors, start and stop the vehicle, locate your last parked location, check vehicle status and monitor guest drivers. Subscription required after trial. 4G network dependent. Capable (subscription required)
- Wi-Fi Connect —includes AT&T Wi-Fi hotspot and Integrated Streaming (Apple Music® and Amazon Music) compatibility. Subscription required after trial. 4G network dependent. Up to 30-day/3 GB trial subscription

* Base MSRP excludes manufacturer, distributor and dealer options, taxes, title and license and dealer fees and charges. Also excludes the Delivery, Processing and Handling of \$1,135 for Cars (Corolla, Corolla HV, Corolla HB, GR Corolla, Camry, Camry HV, Prius, Prius Prime, Toyota Crown, Mirai, GR86, GR Supra), \$1,350 for Entry SUV (Corolla Cross, Corolla Cross HV), \$1,395 for Small SUV (RAV4, RAV4 HV, RAV4 Prime, bZ4X), \$1,450 for Mid SUV/Van (4Runner, Venza, Highlander, Highlander HV, Grand Highlander, Grand Highlander HV, Sienna, Land Cruiser, Toyota Crown Signia), \$1,495 for Small Pickup (Tacoma), \$1,945 for Large Pickup/Large SUV (Tundra, Tundra HV, Sequoia). (Historically, vehicle manufacturers and distributors have charged a separate fee for processing, handling and delivering vehicles to dealerships. Toyota's charge for these services is called the "Delivery, Processing and Handling" and is based on the value of the processing, handling and delivery services Toyota provides as well as Toyota's overall pricing structure and may be subject to change at any time. Toyota may make a profit on the Delivery, Processing and Handling.) The Delivery, Processing and Handling in AL, AR, FL, GA, LA, MS, NC, OK, SC and TX may vary. The published prices do not apply to Puerto Rico and the U.S. Virgin Islands. Dealer price will vary.

ToyotaCare, which covers normal factory scheduled maintenance for 2 years or 25,000 miles, whichever comes first, is included as part of the sales price of the vehicle for qualifying buyers. See participating dealer for eligibility and coverage details.

Disclaimer: This document is not meant to replace or substitute the actual window sticker on the vehicle. Toyota Motor Sales, U.S.A., Inc. is not responsible and disclaims any liability for inaccuracies. Please contact your dealer with any questions or if you require additional information.

April Kellerman

From: Jennifer Twombly
Sent: Tuesday, December 10, 2024 1:27 PM
To: April Kellerman
Subject: 2nd Quote for Transport Vehicle
Attachments: Lake Country Toyota Bid.pdf

Follow Up Flag: Follow up
Flag Status: Completed

Here is the 2nd Quote for the Transport Vehicle. The guy I talked to wasn't the most helpful person and asked that he give us the base model (LE) price and that it would be a tax exempt sale. He left the tax on the quote and also gave us a base price on the LE plus package. So, I subtracted the additional things that should not have been on the list and came up with a price of \$44,733.50 cash price. Subtracted the following:

LE Plus package	\$1,700
Alloy wheels	\$90
Paint Protection	\$439.00
Tax	\$3,151.09

Thank you!! 😊

Jen Twombly

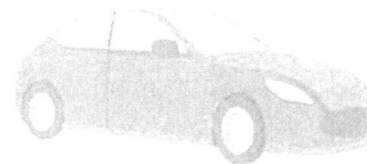
Aitkin County Sheriff's Office
218 1st Street NW
Aitkin, MN 56431
Direct: 218-927-7431
Fax: 218-927-7359

Lake Country Toyota

Lake Country Toyota
7036 Lake Forest Road
Baxter, MN USA 56225

Sales Person
Daniel DeSchane
ddeschane@walser.com

2025 Toyota SIENNA 5D WAGON HYBRID LE AWD



VIN 5TDBSKFC3SS162138

Vehicle Type New

Stock#

Odometer 150

MSRP Incl. Destination \$45,834.00

Summary

Selling Price	\$45,834.00
Fees	\$1,128.50
Doc Fee	\$275.00
Locate Fee	\$0.00
CVR Electric DMV Fee	\$49.00
Transit Tax	\$20.00
Transfer Tax	\$10.00
Title Fee	\$8.25
Title Technology Surcharge	\$2.25
Filing Fee	\$12.00
Public Safety Vehicle Fee	\$3.50
Filing Fee Surcharge	\$1.00
Registration Tax	\$732.00
Plate Fee	\$15.50
Taxes	
Tax Rate	6.875%
Total Taxes	\$3,151.09
Protection Products	\$0.00
Vehicle Service Contract	\$0.00

Term: 96 months Mileage: 100000

Payment Details

Deal Type

Cash

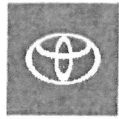
Cash Payment

\$50,113.59

Return & Exchange. Buy Worry-Free

Every Walser dealership offers a straight-forward return and exchange policy. If your vehicle isn't a perfect fit, we've got you covered. Ask for details.

Total discount includes \$0 dealer discount, \$0 factory incentive. New vehicle pricing includes all offers and incentives. Tax, Title and Tags not included. Vehicle prices shown and must be paid by the purchaser. While great effort is made to ensure the accuracy of the information on this site, errors do occur. Please verify information with a customer service rep.



TOYOTA

Lake Country Toyota

7036 Lake Forest Road
Baxter MN 56401
218-454-2200

2025 SIENNA

Sienna LE




Model: 2025 Sienna LE 2.5L Hybrid Engine All-Wheel Drive
5403A


VIN: 5TDBSKFC3SS162138

Stock: 10T1108N

Engine: 2.5L Hybrid Engine

Transmission: Electronically controlled Continuously Variable
Transmission (ECVT)

 EXTERIOR
Celestial Silver Metallic

 INTERIOR
Gray Woven Fabric

PRICE

Base MSRP *	\$41,185.00
Factory Installed Packages & Accessories	\$1,700.00
Port Installed Packages & Accessories	\$1,499.00
Delivery Processing and Handling	\$1,450.00
Total Advertised Price	\$45,834.00

FUEL ECONOMY



INSTALLED PACKAGES & ACCESSORIES

50 State Emissions	FIO	\$0.00
LE Plus Package LE Plus Package—includes auto-dimming rearview mirror and HomeLink® universal transceiver, power tilt/slide moonroof with sunshade, black roof rails, 8-in. Toyota Audio Multimedia, eight speakers + 1-year trial Remote Connect subscription.	FIO	\$1,700.00
Body Side Moldings Body side moldings help protect against careless door swings, runaway shopping carts and other parking lot mishaps while adding a little extra exterior style. •Color-matched to the exterior paint.	PIO	\$250.00
Door Sill Protectors Door sill protectors help guard against interior door scuffs, scrapes and scratches. • Made of durable, skid-resistant materials • Features a Sienna logo.	PIO	\$95.00
Mudguards Help protect your paint finish from road debris and the damage it causes. •Designed to integrate with Sienna exterior styling.	PIO	\$155.00
Alloy Wheel Locks Precisely machined, weight-balanced alloy wheel locks help secure your wheels and tires against theft. •Resistant to lock-removal tools and secured by a single unique key.	PIO	\$90.00

All-Weather Floor Liners	PIO	\$260.00
<p>All-Weather floor liners are engineered to precisely fit your vehicle and made from flexible, weather-resistant material.</p> <ul style="list-style-type: none"> • Full coverage for second and third rows • Skid-resistant backing and driver-side quarter-turn fasteners help keep the liners in place <p>They are applicable for Sienna models without Vacuum and FridgeBox accessory.</p>		
Paint Protection Film: Hood, Fenders, Mirror Backs and Door Cups	PIO	\$439.00
<p>Genuine Toyota paint protection film helps protect the paint finish from chips and scratches.</p> <ul style="list-style-type: none"> • Multiple film layers of durable, nearly invisible urethane help provide protection • Designed for specific sections of the vehicle that are most prone to chipping • Kit includes paint protection film for hood, fenders, mirror backs and door cups. 		
Cargo Cross Bars	PIO	\$210.00
<p>Provide additional secure tie-down points for a variety of roof rack accessories</p> <ul style="list-style-type: none"> • LE, XLE, and XSE models require optional Side Rails to accommodate Cross Bars. 		
Total Optional Equipment		\$3,199.00
Vehicle Base Model		\$41,185.00
Delivery Processing and Handling		\$1,450.00

FEATURES

Mechanical & Performance

- Brakes: Ventilated 12.9-in. front disc brakes
- Drivetrain: Electronic On-Demand All-Wheel Drive (AWD) system
- Suspension: Independent MacPherson strut front suspension; multi-link rear suspension
- Electric motors: Permanent magnet synchronous motors (two front, one rear)
- Traction battery: Battery type: sealed Nickel-Metal Hydride (Ni-MH)
- Engine: 245 net combined hp
- Engine: 2.5L Hybrid Engine
- Weight Rating: 6170 lbs
- Brakes: Ventilated 12.5-in. rear disc brakes
- Transmission: Electronically controlled Continuously Variable Transmission (ECVT) with sequential shift mode
- Drive modes: Normal, Eco, EV, Sport
- Emission rating: Super Ultra Low Emission Vehicle (SULEV)
- Steering: Electric Power Steering (EPS)
- Engine: Hybrid—2.5-Liter with Double Overhead Cam (DOHC), 16-Valve, D-4S Injection and Dual VVT-i
- Electronically controlled Continuously Variable Transmission (ECVT)

Steering

- Turning circle diameter, curb to curb (ft.) 38.30

Exterior

- Color-keyed heated power outside mirrors with blind spot warning indicators
- Black rear lower bumper
- Intermittent rear window wiper
- LED headlights and LED Daytime Running Lights (DRL) with auto on/off feature
- LED taillights and stop lights
- Dual power sliding side doors
- 17-in. alloy wheels
- Color-keyed outside door handles
- Variable windshield wipers
- Privacy glass on rear windows
- Black grille
- Color-keyed rear spoiler with LED center high-mount stop light
- Black roof-mounted shark-fin antenna

Exterior Dimensions

- Wheelbase 120.5
- Coefficient of drag (Cd) 0.29
- Track (front/rear) 67.7 / 68.5
- Overall height, unloaded, with/without roof rails 69.7/68.5
- Ground clearance 6.37
- Overall length 203.7
- Overall width 78.5

Interior

- Remote keyless entry system with lock, unlock, panic, and Push Button Start
- Fixed center console, pass-through, illuminated storage compartment, and four cup holders
- One 12V DC outlet (under bridge console)
- Dual sun visors with illuminated vanity mirrors
- Front- and rear-door map pockets with bottle holders
- 7-in. Multi-Information Display (MID) with odometer, fuel economy, trip information, and warning messages
- Electric Parking Brake (EPB) with Brake Hold function
- Power windows with one-touch auto up/down, jam protection in all positions
- Power door locks with shift-activated locking feature and anti-lockout feature
- Fabric front seats with seatback pockets; 8-way power-adjustable driver's seat
- Fabric 60/40 One-Motion-Stow Split & Stow 3rd Row* seat
- Overhead console with maplights and dome lights, side-door controls and Safety Connect®
- Lockable glove compartment
- One USB media port and six USB charge ports
- Up to 18 cup and bottle holders
- Three-zone automatic climate control with air filter, individual temperature settings for driver, front passenger and rear-seat passengers, and separate rear digital control panel
- Tilt/telescopic steering wheel with audio, Bluetooth® hands-free phone and voice-command, Full-Speed Range Dynamic Radar Cruise Control (DRCC), Lane Departure Alert (LDA) and Lane Tracing Assist (LTA) controls
- Qi-compatible wireless smartphone charging
- Rear window defogger with timer
- Manual second-row sunshades
- 8-passenger seating with fabric second-row bench with stowable center seat
- Nonglare rearview mirror

Audio Multimedia

- 8-in. Toyota Audio Multimedia, six speakers, with wireless Apple CarPlay® & Android Auto™ compatibility, SiriusXM® 3-month trial. See toyota.com/connected-services for details. S

ToyotaCare

- 24-hour Roadside Assistance \$0 (No Cost)
- No cost maintenance plan \$0 (No Cost)

Safety & Convenience

- Anti-theft system with alarm and engine immobilizer
- Toyota Safety Sense™ 2.0 —Pre-Collision System with Pedestrian Detection, Lane Departure Alert with Steering Assist, Lane Tracing Assist, Automatic High Beams, Full-Speed Range Dynamic Radar Cruise Control, and Road Sign Assist
- 3-point seatbelts for all seating positions; driver-side Emergency Locking Retractor (ELR) and Automatic/ Emergency Locking Retractors (ALR/ELR) on all passenger seatbelts
- Five LATCH (Lower Anchors and Tethers for CHildren) locations: includes lower anchors on all three second-row seats, and passenger-side and center third-row seats
- Tire Pressure Monitor System (TPMS) with direct pressure readout and individual tire location alert
- Star Safety System™—includes Enhanced Vehicle Stability Control (VSC), Traction Control (TRAC), Anti-lock Brake System (ABS), Electronic Brake-force Distribution (EBD), Brake Assist (BA) and Smart Stop Technology® (SST)
- Advanced Rear-Seat Reminder
- Integrated backup camera
- Tire repair kit
- Adjustable seatbelt anchors on front and outboard second-row seats and driver and front passenger seatbelt pretensioners with force limiters
- Child-protector rear door locks
- Hill Start Assist Control (HAC)
- Blind Spot Monitor (BSM) with Rear Cross-Traffic Alert (RCTA)
- Ten airbags —includes driver and front passenger Advanced Airbag System, driver, front passenger and second-row outboard seat-mounted side airbags, driver knee airbag, front passenger seat-cushion airbag, side curtain airbags

Connected Services

- Drive Connect — includes Cloud Navigation with Google Points of Interest (POI) data, Intelligent Assistant with Hey, Toyota, and Destination Assist. Subscription required after trial. 4G network dependent. Capable (subscription required)
- Wi-Fi Connect —includes AT&T Wi-Fi hotspot and Integrated Streaming (Apple Music® and Amazon Music) compatibility. Subscription required after trial. 4G network dependent. Up to 30-day/3 GB trial subscription
- Safety Connect® —includes Emergency Assistance Button, Enhanced Roadside Assistance, Automatic Collision Notification, and Stolen Vehicle Locator. Subscription required. 1-year trial subscription. 4G network dependent. Up to 10-year trial subscription
- Remote Connect —remotely interact with your vehicle through the Toyota app via your smartwatch. Depending on grade, allows you to lock/unlock doors, start and stop the vehicle, locate your last parked location, check vehicle status and monitor guest drivers. Subscription required after trial. 4G network dependent. Capable (subscription required)
- Service Connect —receive personalized maintenance updates and vehicle health reports. Subscription required after trial. 4G network dependent. Up to 10-year trial subscription

* Base MSRP excludes manufacturer, distributor and dealer options, taxes, title and license and dealer fees and charges. Also excludes the Delivery, Processing and Handling of \$1,135 for Cars (Corolla, Corolla HV, Corolla HB, GR Corolla, Camry, Camry HV, Prius, Prius Prime, Toyota Crown, Mirai, GR86, GR Supra), \$1,350 for Entry SUV (Corolla Cross, Corolla Cross HV), \$1,395 for Small SUV (RAV4, RAV4 HV, RAV4 Prime, bZ4X), \$1,450 for Mid SUV/Van (4Runner, Venza, Highlander, Highlander HV, Grand Highlander, Grand Highlander HV, Sienna, Land Cruiser, Toyota Crown Signia), \$1,495 for Small Pickup (Tacoma), \$1,945 for Large Pickup/Large SUV (Tundra, Tundra HV, Sequoia). (Historically, vehicle manufacturers and distributors have charged a separate fee for processing, handling and delivering vehicles to dealerships. Toyota's charge for these services is called the "Delivery, Processing and Handling" and is based on the value of the processing, handling and delivery services Toyota provides as well as Toyota's overall pricing structure and may be subject to change at any time. Toyota may make a profit on the Delivery, Processing and Handling.) The Delivery, Processing and Handling in AL, AR, FL, GA, LA, MS, NC, OK, SC and TX may vary. The published prices do not apply to Puerto Rico and the U.S. Virgin Islands. Dealer price will vary.

ToyotaCare, which covers normal factory scheduled maintenance for 2 years or 25,000 miles, whichever comes first, is included as part of the sales price of the vehicle for qualifying buyers. See participating dealer for eligibility and coverage details.

Disclaimer: This document is not meant to replace or substitute the actual window sticker on the vehicle. Toyota Motor Sales, U.S.A., Inc. is not responsible and disclaims any liability for inaccuracies. Please contact your dealer with any questions or if you require additional information.



Board of County Commissioners Agenda Request



Requested Meeting Date: January 7, 2025

Title of Item: Purchase of 2025 Alaskan Boat

<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: Sheriff Dan Guida		Department: Aitkin County Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: <p>The Aitkin County Sheriffs Office is requesting to purchase a 2025 18' Alaskan boat with a 90 hp motor & Shorelander Trailer for our Boat & Water division. One of our boats was totaled out by insurance during the storm that took down the Boat & Water garage and we are needing to replace that boat. The Sheriffs Office applied for an equipment grant through the DNR to assist with this purchase, but we were not granted any funding. (Quotes are attached)</p> <p>Bid from Power Lodge was lower but they don't have all features wanted in boat purchase.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve purchase of a 2025 18' Alaskan boat, trailer & motor from Staples Sports Lincoln in the amount of \$40,805.00.		
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> \$ 40,805.00 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

STAPLES SPORTS LINCOLN
 1051 320TH STREET
 CUSHING, MN 56443
 218-575-2086

MARINE QUOTE

SOLD TO AITKIN COUNTY SHERIFF		PHONE		DATE 7/24/2024
ADDRESS		CITY	STATE	ZIP
MAKE OF BOAT LUND	YEAR 2025	MODEL & SIZE 1875 ALASKAN SPORT	SERIAL NO.	\$34,360.00
MAKE OF MOTOR #1 MERCURY	YEAR 2025	MODEL & HP 90ELPT 4ST	SERIAL NO.	
MAKE OF MOTOR #2	YEAR	MODEL & HP	SERIAL NO.	
MAKE OF TRAILER SHORELAND'R	YEAR 2025	MODEL & SIZE ROLLER GALVANIZED W/BRAKES (225EL)	SERIAL NO.	\$6,445.00
OPTIONAL EQUIPMENT/ACCESSORIES		AMOUNT	TOTAL PURCHASE ABOVE	\$40,805.00
GUNMETAL FREEBOARDS			OPTIONAL EQUIPMENT/ACCESSORIES	\$0.00
COMPLETE VINYL FLOOR				
ALUMINUM PROP				
TILT STEERING UPGRADE WITH SEAT SLIDER			DEALER PREP	
FIRE EXTINGUISHER			LABOR/INSTALL	
AUTO BILGE PUMP OPTION			DELIVERY	
LOWRANCE ELITE FS 9 CONSOLE			FREIGHT	
STARTING BATTERY				
DO NOT INSTALL GRAPHICS				
			SUB-TOTAL	\$40,805.00
			TOTAL TRADE-IN ALLOWANCE	\$0.00
			LESS BALANCE DUE ON ABOVE	
			NET ALLOWANCE	
			NET SALE	\$40,805.00
			SALES TAX 7.375%	
			TITLE-REGISTRATION	
			OFFICE FEES	
			TRAILER SALES TAX 6.875%	
TOTAL OPTIONAL EQUIPMENT/ACCESSORIES		\$0.00	CASH SALE PRICE	\$40,805.00
DESCRIPTION OF TRADE-IN			LESS TOTAL PAYMENTS	
BOAT MAKE	YEAR	SIZE	SERIAL NO.	
MOTOR #1 MAKE	YEAR	HP	SERIAL NO.	
MOTOR #2 MAKE	YEAR	HP	SERIAL NO.	
TRAILER MAKE	YEAR	SIZE	SERIAL NO.	
TOTAL TRADE-IN ALLOWANCE			UNPAID BALANCE OF CASH SALE PRICE	\$40,805.00

Power Lodge
17821 Hwy 371 N
Brainerd, Mn 56401

Quote for Aitkin County

2025 Lund 1875 Alaskan Sport (standard color)
2025 Mercury 90 4-stroke
2025 Shorelandr' 2300# Roller trailer

Standard features
Aluminum prop
Multi function gauges
Boarding ladder
1 starting battery (dealer installed)
Freight

\$48,897 MSRP (including freight and prep)

\$38,523 Power Lodge Sale Price

\$34,386 Power Lodge / Government Pricing

Kirk Loge
Power Lodge – Brainerd
218-822-3500 Office Line
218-316-7035 Direct Line
kirk@powerlodge.com

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

Explode Dist. Formulas?: 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?: Y

Aitkin County



<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>	<u>1099</u>
9608	AMAZON CAPITAL SERVICES (HHS only)						
	05-400-440-0410-6405		6.34	AGENCY-POST ITS/INK/MARKERS 01/01/2025 01/01/2025	16PM-1DQM-HKRQ	Office Supplies	N
	05-400-440-0410-6405	AP	22.19	PH-PLANNER (KC) 12/30/2024 12/30/2024	1CLR-3JL4-JKT4	Office Supplies	N
	05-400-440-0410-6405	AP	2.23	ACCT-PAY TO THE ORDER OF STAMP 11/26/2024 11/26/2024	1GWD-CHYG-DYCC	Office Supplies	N
	05-400-440-0410-6405	AP	6.34	AGENCY-POST ITS/INK/MARKERS 12/18/2024 12/18/2024	1MRG-7T9D-11HV	Office Supplies	N
	05-420-600-4800-6405		14.95	AGENCY-POST ITS/INK/MARKERS 01/01/2025 01/01/2025	16PM-1DQM-HKRQ	Office Supplies	N
	05-420-600-4800-6405	AP	5.26	ACCT-PAY TO THE ORDER OF STAMP 11/26/2024 11/26/2024	1GWD-CHYG-DYCC	Office Supplies	N
	05-420-600-4800-6405	AP	14.95	AGENCY-POST ITS/INK/MARKERS 12/18/2024 12/18/2024	1MRG-7T9D-11HV	Office Supplies	N
	05-430-710-3190-6020	AP	339.98	Court-Related Services and Act 11/21/2024 11/21/2024		Court Related Services & Activities	N
	05-430-700-4800-6405		24.02	AGENCY-POST ITS/INK/MARKERS 01/01/2025 01/01/2025	16PM-1DQM-HKRQ	Office Supplies	N
	05-430-700-4800-6405	AP	8.46	ACCT-PAY TO THE ORDER OF STAMP 11/26/2024 11/26/2024	1GWD-CHYG-DYCC	Office Supplies	N
	05-430-700-4800-6405	AP	24.02	AGENCY-POST ITS/INK/MARKERS 12/18/2024 12/18/2024	1MRG-7T9D-11HV	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		378.12	11 Transactions			
248	Association of Mn Counties						
	05-400-440-0410-6240		324.24	MACSSA ANNUAL DUES-2025 01/01/2025 12/31/2025	71084	Membership/Dues/Association Fees	N
	05-400-440-0410-6240		1,972.00	LPHA MBRSHIP DUES-2025 01/01/2025 12/31/2025	71164	Membership/Dues/Association Fees	N
	05-420-600-4800-6240		764.28	MACSSA ANNUAL DUES-2025 01/01/2025 12/31/2025	71084	Membership/Dues/Association Fees	N
	05-430-700-4800-6240		1,227.48	MACSSA ANNUAL DUES-2025 01/01/2025 12/31/2025	71084	Membership/Dues/Association Fees	N
248	Association of Mn Counties		4,288.00	4 Transactions			
13036	Cory/Michael						
	05-420-650-4400-6022	AP	12.66	CEHI DENTAL FOR 12/24	686139281	MA CEHI Reimbursement	N

Aitkin County



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						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	05-420-650-4400-6022	AP	12.66	CEHI DENTAL FOR 12/24	12/13/2024 12/13/2024	686139281	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	12.66	CEHI DENTAL FOR 12/24	12/20/2024 12/20/2024	686139281	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	154.00	CEHI MEDICAL FOR 12/24	12/27/2024 12/27/2024	769936281	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	154.00	CEHI MEDICAL FOR 12/24	12/13/2024 12/13/2024	769936281	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	154.00	CEHI MEDICAL FOR 12/24	12/20/2024 12/20/2024	769936281	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	154.00	CEHI MEDICAL FOR 12/24	12/27/2024 12/27/2024	769936281	MA CEHI Reimbursement	N
13036	Cory/Michael		499.98	6 Transactions				
10399	Cox/Lisa							
	05-420-650-4400-6022	AP	132.43	CEHI MEDICAL FOR 12/24	12/20/2024 12/20/2024	905835769	MA CEHI Reimbursement	N
10399	Cox/Lisa		132.43	1 Transactions				
10319	Cross/Idere							
	05-430-710-3810-6057	AP	1,452.35	Child Family Foster Care	12/01/2024 12/31/2024		Family Foster Care	N
	05-430-710-3810-6057	AP	1,164.05	Child Family Foster Care	12/01/2024 12/31/2024		Family Foster Care	N
10319	Cross/Idere		2,616.40	2 Transactions				
9383	Erickson/Joseph							
	05-420-650-4400-6022	AP	221.45	CEHI MEDICAL FOR 11/24	11/30/2024 11/30/2024	620372034	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	221.45	CEHI MEDICAL FOR 12/24	12/15/2024 12/15/2024	620372034	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	221.45	CEHI MEDICAL FOR 12/24	12/31/2024 12/31/2024	620372034	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	9.80	CEHI DENTAL FOR 11/24	11/30/2024 11/30/2024	858085032	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	9.80	CEHI DENTAL FOR 12/24	12/15/2024 12/15/2024	858085032	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	9.80	CEHI DENTAL FOR 12/24	12/31/2024 12/31/2024	858085032	MA CEHI Reimbursement	N

Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	05-420-650-4400-6022	AP	11.80	CEHI VISION FOR 11/24 11/30/2024 11/30/2024	905504031 MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	11.80	CEHI VISION FOR 12/24 12/15/2024 12/15/2024	905504031 MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	11.80	CEHI VISION FOR 12/24 12/31/2024 12/31/2024	905504031 MA CEHI Reimbursement	N
9383	Erickson/Joseph		729.15	9 Transactions		
2386	Information Systems Corp					
	05-400-440-0410-6266		1,118.46	APP EXTENDER LICENSE/MAINT 03/01/2025 02/28/2026	M61061R Software Fees/License Fees	N
	05-420-600-4800-6266		2,636.37	APP EXTENDER LICENSE/MAINT 03/01/2025 02/28/2026	M61061R Software Fees/License Fees	N
	05-430-700-4800-6266		4,234.17	APP EXTENDER LICENSE/MAINT 03/01/2025 02/28/2026	M61061R Software Fees/License Fees	N
2386	Information Systems Corp		7,989.00	3 Transactions		
10456	King/Miranda					
	05-420-650-4400-6022	AP	129.35	CEHI MEDICAL FOR 12/24 12/26/2024 12/26/2024	549572078 MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	32.04	CEHI DENTAL FOR 12/24 12/26/2024 12/26/2024	977125381 MA CEHI Reimbursement	N
10456	King/Miranda		161.39	2 Transactions		
9456	Meger/Shanda					
	05-420-650-4400-6022	AP	267.30	CEHI MEDICAL FOR 12/24 12/31/2024 12/31/2024	406334088 MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	20.30	CEHI DENTAL FOR 12/24 12/31/2024 12/31/2024	567435589 MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	3.68	CEHI VISION FOR 12/24 12/31/2024 12/31/2024	977626388 MA CEHI Reimbursement	N
9456	Meger/Shanda		291.28	3 Transactions		
9692	Minnesota Energy Resources Corporation					
	05-400-440-0410-6254	AP	125.58	GAS CHARGES 11/20/2024 12/20/2024	0506533565-00001 Utilities-Gas and Electric	N
	05-420-600-4800-6254	AP	296.02	GAS CHARGES 11/20/2024 12/20/2024	0506533565-00001 Utilities-Gas and Electric	N

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<u>Vendor No.</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>				<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	05-430-700-4800-6254	AP	475.42	GAS CHARGES	11/20/2024 12/20/2024	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		897.02	3 Transactions				
3195	MNCCC LOCKBOX							
	05-400-440-0410-6266		140.00	2025 JIC-IFS ENH FUND	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-400-440-0410-6266		1,193.33	2025 IFS GENERAL SUPPORT CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-400-440-0410-6266		175.00	2025 MNCCC DUES FOR JIC CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-420-600-4800-6266		330.00	2025 JIC-IFS ENH FUND	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-420-600-4800-6266		2,812.85	2025 IFS GENERAL SUPPORT CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-420-600-4800-6266		412.50	2025 MNCCC DUES FOR JIC CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-430-700-4800-6266		530.00	2025 JIC-IFS ENH FUND	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-430-700-4800-6266		4,517.61	2025 IFS GENERAL SUPPORT CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
	05-430-700-4800-6266		662.50	2025 MNCCC DUES FOR JIC CMHS	01/01/2025 12/31/2025	2501007	Software Fees/License Fees	N
3195	MNCCC LOCKBOX		10,773.79	9 Transactions				
14877	NEMITZ/BILINDA							
	05-420-650-4400-6022	AP	56.84	CEHI DENTAL FOR 12/24	12/27/2024 12/27/2024	763104070	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	11.63	CEHI VISION FOR 12/24	12/27/2024 12/27/2024	941903869	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	241.15	CEHI MEDICAL FOR 12/24	12/27/2024 12/27/2024	959254870	MA CEHI Reimbursement	N
14877	NEMITZ/BILINDA		309.62	3 Transactions				
9014	PAPER STORM							
	05-400-440-0410-6360	AP	13.61	PAPER SHREDDING	12/17/2024 12/17/2024	28001	Services, Labor, Contracts	N
	05-420-600-4800-6360	AP	32.08	PAPER SHREDDING		28001	Services, Labor, Contracts	N

Aitkin County



<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>	<u>1099</u>
	05-430-700-4800-6360	AP	51.51	PAPER SHREDDING 12/17/2024 12/17/2024	28001	Services, Labor, Contracts	N
9014	PAPER STORM		97.20	3 Transactions			
14876	PETRICK/DAVID						
	05-420-650-4400-6022	AP	56.84	CEHI DENTAL FOR 12/24 12/27/2024 12/27/2024	822030038	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	241.15	CEHI MEDICAL FOR 12/27/2024 12/27/2024	828209738	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	11.63	CEHI VISION FOR 12/24 12/27/2024 12/27/2024	965270238	MA CEHI Reimbursement	N
14876	PETRICK/DAVID		309.62	3 Transactions			
13644	QUIEL/ROBERT						
	05-420-650-4400-6022	AP	28.77	CEHI DENTAL FOR 12/24 12/05/2024 12/05/2024	466430344	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	28.77	CEHI DENTAL FOR 12/24 12/19/2024 12/19/2024	466430344	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	7.10	CEHI VISION FOR 12/24 12/05/2024 12/05/2024	561603097	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	7.10	CEHI VISION FOR 12/24 12/19/2024 12/19/2024	561603097	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	112.59	CEHI MEDICAL FOR 12/24 12/05/2024 12/05/2024	763100899	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	112.59	CEHI MEDICAL FOR 12/24 12/19/2024 12/19/2024	763100899	MA CEHI Reimbursement	N
13644	QUIEL/ROBERT		296.92	6 Transactions			
9178	Ross/Amy						
	05-420-650-4400-6022	AP	26.83	CEHI DENTAL FOR 12/24 12/06/2024 12/06/2024	513029058	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	26.83	CEHI DENTAL FOR 12/24 12/20/2024 12/20/2024	513029058	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	103.12	CEHI MEDICAL FOR 12/24 12/06/2024 12/06/2024	876128356	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	103.12	CEHI MEDICAL FOR 12/24 12/20/2024 12/20/2024	876128356	MA CEHI Reimbursement	N

Aitkin County



<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>	<u>1099</u>
9178	Ross/Amy		259.90	4 Transactions			
91311	Schultz Perlberg/Jessi 05-430-700-4800-6330	AP	112.29	EMP MILEAGE - HV 12/31/2024 12/31/2024		Mileage/Parking	N
91311	Schultz Perlberg/Jessi		112.29	1 Transactions			
13729	SIMS/MEGAN REBECCA 05-420-650-4400-6022	AP	316.98	CEHI MEDICAL FOR 12/24 12/12/2024 12/12/2024	787136578	MA CEHI Reimbursement	N
	05-420-650-4400-6022	AP	316.98	CEHI MEDICAL FOR 12/24 12/26/2024 12/26/2024	787136578	MA CEHI Reimbursement	N
13729	SIMS/MEGAN REBECCA		633.96	2 Transactions			
10698	Stericycle,Inc 01-110-000-0000-6360		30.10	STERI-SAFE 01/01/2025 01/31/2025	8009268536	Services, Labor, Contracts	6
	05-400-440-0410-6360		16.86	STERI-SAFE 01/01/2025 01/31/2025	8009268536	Services, Labor, Contracts	6
	05-420-600-4800-6360		39.73	STERI-SAFE 01/01/2025 01/31/2025	8009268536	Services, Labor, Contracts	6
	05-430-700-4800-6360		63.81	STERI-SAFE 01/01/2025 01/31/2025	8009268536	Services, Labor, Contracts	6
10698	Stericycle,Inc		150.50	4 Transactions			
86235	The Office Shop Inc 05-400-440-0410-6300	AP	113.65	PH-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N
	05-400-440-0410-6300	AP	145.79	OSS-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N
	05-420-600-4800-6300	AP	267.88	PH-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N
	05-420-600-4800-6300	AP	343.64	OSS-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N
	05-430-700-4800-6300	AP	430.23	PH-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N
	05-430-700-4800-6300	AP	551.90	OSS-COPIER CONTRACT IRDXC5850I 12/27/2024 12/27/2024		Maintenance/Service Contracts	N

SLM1

1/2/25

1:14PM

Health & Human Services

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 8

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
86235	The Office Shop Inc		1,853.09	6 Transactions		
Final Total			32,779.66	20 Vendors	85 Transactions	

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	30.10	General Fund
5	32,749.56	Health & Human Services
All Funds	32,779.66	Total

Approved by,

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



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: 1-7-25

Title of Item: Award Contract 20256

<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: John Welle		Department: Highway
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: <p>Bids were opened on Monday, December 16, 2024 for Contract No. 20256 which includes the following projects:</p> <p>1) CP 001-029-006 - grading, aggregate surface, and culvert replacements on approx. 1.4 miles of CH 29 south of Swatara</p> <p>2) CP 001-470-001 - grading and culvert replacements on approx. 1.0 mile of Unorg/Macville Township Road 470 north of Swatara</p> <p>As shown on the attached abstract of bids, five bids were received with Casper Construction, Inc. - Grand Rapids, MN submitting the low bid in the amount of \$330,000. With the cost of this contract estimated at \$481,535.40 the low bid is 31.47% below the estimated amount.</p> <p>CP 001-470-001 is a joint project between Unorganized Township 52-27 and Macville Township. A cost sharing agreement is in the process of being approved by Macville Township, with each township paying 50% of the \$120,741 cost of the project.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Award Contract 20256 to Casper Construction Inc. by attached resolution.		
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? \$ 330,000 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$250,000 was budgeted for CP 001-029-006 in 2025. \$250,000 was budgeted for CP 001-470-001 in 2023/2024.		

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

**Aitkin County
Contract Bid Abstract**

Project Name: Grading, Culvert Replacement and Aggregate Surfacing
Bid Opening: December 16, 2024, at 2:00 PM

Contract No: 20256
Project No: CP 001-029-006, CP 001-470-001

		Project: CP 001-029-006 Grading, Aggregate Surfacing, & Culvert Replacement				Casper Construction, Inc. - Grand Rapids, MN		Gladen Construction Inc - Laporte, MN		Anderson Brothers Construction Company of Brainerd LLC - Brainerd, MN		KGM Contractors, Inc. - Angora, MN		Schwartz Excavating - Bovey, MN		
Line	Number	Description	Unit	Quantity	Est Price	Est Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total
1	2021.501	MOBILIZATION	LS	1	\$7,500.00	\$7,500.00	\$28,000.00	\$28,000.00	\$38,500.00	\$38,500.00	\$35,306.50	\$35,306.50	\$85,000.00	\$85,000.00	\$62,500.00	\$62,500.00
2	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	1	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$100.00	\$100.00	\$1.00	\$1.00	\$3,200.00	\$3,200.00	\$8,500.00	\$8,500.00
3	2104.503	REMOVE PIPE CULVERTS	LF	56	\$12.00	\$672.00	\$7.00	\$392.00	\$35.00	\$1,960.00	\$32.20	\$1,803.20	\$22.00	\$1,232.00	\$34.00	\$1,904.00
4	2104.503	SALVAGE PIPE CULVERT	LF	36	\$20.00	\$720.00	\$5.50	\$198.00	\$38.00	\$1,368.00	\$25.05	\$901.80	\$75.00	\$2,700.00	\$37.05	\$1,333.80
5	2106.507	EXCAVATION - COMMON (P)	CY	2,169	\$12.00	\$26,028.00	\$3.75	\$8,133.75	\$12.90	\$27,980.10	\$8.55	\$18,544.95	\$14.00	\$30,366.00	\$17.35	\$37,632.15
6	2106.507	GRANULAR EMBANKMENT (CV) (P)	CY	5,314	\$18.00	\$95,652.00	\$11.75	\$62,439.50	\$10.12	\$53,777.68	\$15.25	\$81,038.50	\$30.00	\$159,420.00	\$16.94	\$90,019.16
7	2106.507	COMMON EMBANKMENT (CV) (P)	CY	1,123	\$8.00	\$8,984.00	\$11.00	\$12,353.00	\$9.55	\$10,724.65	\$16.90	\$18,978.70	\$7.00	\$7,861.00	\$12.15	\$13,644.45
8	2118.601	HAUL AND PLACE AGGREGATE SURFACING CLASS 5 MOD (LV)	CY	2,593	\$15.00	\$38,895.00	\$8.25	\$21,392.25	\$13.68	\$35,472.24	\$16.15	\$41,876.95	\$30.00	\$77,790.00	\$18.39	\$47,685.27
9	2451.601	HAUL AND PLACE AGGREGATE BACKFILL (CV)	CY	49	\$15.00	\$735.00	\$28.00	\$1,372.00	\$25.00	\$1,225.00	\$125.70	\$6,159.30	\$62.00	\$3,038.00	\$50.00	\$2,450.00
10	2501.503	18" CS PIPE CULVERT	LF	72	\$50.00	\$3,600.00	\$48.00	\$3,456.00	\$58.50	\$4,212.00	\$111.80	\$8,049.60	\$88.00	\$6,336.00	\$135.00	\$9,720.00
11	2501.503	60" CS PIPE CULVERT	LF	60	\$250.00	\$15,000.00	\$260.00	\$15,600.00	\$270.25	\$16,215.00	\$250.95	\$15,057.00	\$300.00	\$18,000.00	\$614.00	\$36,840.00
12	2563.601	TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$2,250.00	\$2,250.00	\$2,000.00	\$2,000.00	\$2,262.65	\$2,262.65	\$3,000.00	\$3,000.00	\$4,500.00	\$4,500.00
13	2573.503	SILT FENCE, TYPE HI	LF	13,872	\$3.25	\$45,084.00	\$3.25	\$45,084.00	\$2.61	\$36,205.92	\$3.30	\$45,777.60	\$2.85	\$39,535.20	\$4.75	\$65,892.00
14	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	132	\$4.00	\$528.00	\$5.00	\$660.00	\$4.00	\$528.00	\$5.00	\$660.00	\$4.35	\$574.20	\$6.88	\$908.16
15	2574.508	FERTILIZER TYPE 3	LB	2,149	\$1.10	\$2,363.90	\$1.05	\$2,256.45	\$0.85	\$1,826.65	\$1.10	\$2,363.90	\$1.00	\$2,149.00	\$1.00	\$2,149.00
16	2575.505	SEEDING (P)	ACRE	6.14	\$750.00	\$4,605.00	\$125.00	\$767.50	\$99.00	\$607.86	\$124.45	\$764.12	\$110.00	\$675.40	\$1,275.00	\$7,828.50
17	2575.508	SEED MIXTURE 25-141	LB	363	\$5.00	\$1,815.00	\$4.75	\$1,724.25	\$3.80	\$1,379.40	\$4.80	\$1,742.40	\$4.25	\$1,542.75	\$8.50	\$3,085.50
18	2575.509	MULCH MATERIAL TYPE 3	TON	12.3	\$330.00	\$4,059.00	\$161.00	\$1,980.30	\$129.00	\$1,586.70	\$162.15	\$1,994.45	\$140.00	\$1,722.00	\$1,413.00	\$17,379.90
Totals for Project CP 001-029-006						\$259,240.90		\$209,259.00		\$235,669.20		\$283,282.62		\$444,141.55		\$413,971.89
% of Estimate for Project CP 001-029-006								-19.28%		-9.09%		9.27%		71.32%		59.69%

		Project: CP 001-470-001 Grading, Aggregate Surfacing, & Culvert Replacement				Casper Construction, Inc. - Grand Rapids, MN		Gladen Construction Inc - Laporte, MN		Anderson Brothers Construction Company of Brainerd LLC - Brainerd, MN		KGM Contractors, Inc. - Angora, MN		Schwartz Excavating - Bovey, MN		
Line	Number	Description	Unit	Quantity	Est Price	Est Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total
1	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	1	\$1,000.00	\$1,000.00	\$900.00	\$900.00	\$100.00	\$100.00	\$1.00	\$1.00	\$2,100.00	\$2,100.00	\$8,500.00	\$8,500.00
2	2101.501	CLEARING AND GRUBBING	LS	1	\$18,000.00	\$18,000.00	\$16,526.30	\$16,526.30	\$68,000.00	\$68,000.00	\$81,707.40	\$81,707.40	\$48,000.00	\$48,000.00	\$8,500.00	\$8,500.00
3	2104.503	REMOVE PIPE CULVERTS	LF	176	\$13.00	\$2,288.00	\$9.00	\$1,584.00	\$35.00	\$6,160.00	\$16.70	\$2,939.20	\$19.00	\$3,344.00	\$34.00	\$5,984.00
4	2106.507	EXCAVATION - COMMON (P)	CY	7,268	\$13.00	\$94,484.00	\$5.40	\$39,247.20	\$9.85	\$71,589.80	\$14.65	\$106,476.20	\$14.50	\$105,386.00	\$17.85	\$129,733.80
5	2106.507	COMMON EMBANKMENT (CV) (P)	CY	3,055	\$13.00	\$39,715.00	\$8.00	\$24,440.00	\$7.07	\$21,598.85	\$9.00	\$27,495.00	\$8.25	\$25,203.75	\$9.85	\$30,091.75
6	2108.504	GEOTEXTILE FABRIC TYPE 5	SY	2,457	\$3.00	\$7,371.00	\$1.80	\$4,422.60	\$3.72	\$9,140.04	\$1.45	\$3,562.65	\$4.00	\$9,828.00	\$3.18	\$7,813.26
7	2501.503	15" CS PIPE CULVERT	LF	290	\$66.00	\$19,140.00	\$38.00	\$11,020.00	\$57.40	\$16,646.00	\$59.20	\$17,168.00	\$80.00	\$23,200.00	\$122.00	\$35,380.00
8	2501.503	18" CS PIPE CULVERT	LF	32	\$75.00	\$2,400.00	\$45.00	\$1,440.00	\$72.00	\$2,304.00	\$64.95	\$2,078.40	\$110.00	\$3,520.00	\$132.00	\$4,224.00
9	2511.507	RANDOM RIPRAP CLASS II	CY	5	\$100.00	\$500.00	\$94.00	\$470.00	\$165.00	\$825.00	\$454.00	\$2,270.00	\$210.00	\$1,050.00	\$120.00	\$600.00
10	2563.601	TRAFFIC CONTROL	LS	1	\$4,000.00	\$4,000.00	\$500.00	\$500.00	\$500.00	\$500.00	\$1,005.65	\$1,005.65	\$2,000.00	\$2,000.00	\$4,500.00	\$4,500.00
11	2573.503	SILT FENCE, TYPE HI	LF	1,700	\$4.50	\$7,650.00	\$3.25	\$5,525.00	\$2.61	\$4,437.00	\$3.30	\$5,610.00	\$2.85	\$4,845.00	\$4.75	\$8,075.00
12	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	500	\$5.50	\$2,750.00	\$5.00	\$2,500.00	\$4.00	\$2,000.00	\$5.00	\$2,500.00	\$4.50	\$2,250.00	\$6.88	\$3,440.00

		Project: CP 001-470-001 Grading, Aggregate Surfacing, & Culvert Replacement				Engineer's Estimate		Casper Construction, Inc. - Grand Rapids, MN		Gladen Construction Inc - Laporte, MN		Anderson Brothers Construction Company of Brainerd LLC - Brainerd, MN		KGM Contractors, Inc. - Angora, MN		Schwartz Excavating - Bovey, MN	
Line	Number	Description	Unit	Quantity	Est Price	Est Total	Price	Total	Price	Total	Price	Total	Price	Total	Price	Total	
13	2574.508	FERTILIZER TYPE 3	LB	1,855	\$1.10	\$2,040.50	\$1.05	\$1,947.75	\$0.85	\$1,576.75	\$1.10	\$2,040.50	\$1.00	\$1,855.00	\$1.00	\$1,855.00	
14	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	SY	3,070	\$3.50	\$10,745.00	\$1.85	\$5,679.50	\$1.49	\$4,574.30	\$1.85	\$5,679.50	\$1.70	\$5,219.00	\$2.96	\$9,087.20	
15	2575.505	SEEDING (P)	ACRE	5.3	\$800.00	\$4,240.00	\$125.00	\$662.50	\$99.00	\$524.70	\$124.45	\$659.59	\$110.00	\$583.00	\$1,275.00	\$6,757.50	
16	2575.508	SEED MIXTURE 25-141	LB	313	\$7.00	\$2,191.00	\$4.75	\$1,486.75	\$3.80	\$1,189.40	\$4.75	\$1,486.75	\$4.25	\$1,330.25	\$8.50	\$2,660.50	
17	2575.509	MULCH MATERIAL TYPE 3	TON	10.4	\$300.00	\$3,120.00	\$161.00	\$1,674.40	\$129.00	\$1,341.60	\$162.15	\$1,686.36	\$140.00	\$1,456.00	\$1,413.00	\$14,695.20	
18	2575.523	RAPID STABILIZATION METHOD 3	MGAL	1.1	\$600.00	\$660.00	\$650.00	\$715.00	\$525.00	\$577.50	\$660.00	\$726.00	\$575.00	\$632.50	\$1,500.00	\$1,650.00	
Totals for Project CP 001-470-001						\$222,294.50		\$120,741.00		\$213,084.94		\$265,092.20		\$241,802.50		\$283,547.21	
% of Estimate for Project CP 001-470-001								-45.68%		-4.14%		19.25%		8.78%		27.55%	
Totals for Contract 20256						\$481,535.40		\$330,000.00		\$448,754.14		\$548,374.82		\$685,944.05		\$697,519.10	
% of Estimate for Contract 20256								-31.47%		-6.81%		13.88%		42.45%		44.85%	

I hereby certify that this is an exact reproduction of bids received.

Certified By: John Welle Digitally signed by John Welle
Date: 2024.12.18 06:01:56
-0500 License No. 24340

Date: 12-18-24

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

Award Contract 20256

WHEREAS, Contract No. 20256 is for construction of CP 001-029-006 and CP 001-470-001, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, December 16, 2024 with a total of five bids received, and

WHEREAS, Casper Construction Inc. – Grand Rapids, MN - was the lowest responsible bidder in the amount of \$330,000.00.

NOW THEREFORE, BE IT RESOLVED, that Casper Construction Inc. be awarded Contract 20256.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents

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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

7A

Agenda Item #

Requested Meeting Date: 1/7/2025

Title of Item: AIM VCET - 3 yr Overview

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office/ AIM VCET
Presenter (Name and Title): AIM VCET Commander/ SGT Greg Payment		Estimated Time Needed: 15 minutes
Summary of Issue: Overview of the past 3 years of dedicated work from AIM VCET agents to include results within the time frame. (Press Release attached)		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



AITKIN-ITASCA-MILLELACS VIOLENT CRIMES ENFORCEMENT TEAM

218 1st St NW Aitkin, MN 56431

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

Emergency 911

Date: December 4th, 2024

As a result of nearly 3 years of dedicated work from AIM VCET Agents, local partnering law enforcement agencies, neighboring task forces, the State of Minnesota and Federal partners, the seizure of over **\$2,000,000** worth of controlled substances has been removed from our local communities.

(Seizures)

AIM VCET Agents have seized over 59 pounds of Methamphetamine, \$30,000 worth of Fentanyl, 20 pounds of illegal Marijuana and THC concentrates, along with numerous other controlled substances. Additional seizures of 110 firearms and the removal of 12 children from dangerous circumstances have occurred

(Results)

AIM VCET Agents have executed 263 search warrants resulting in the arrest of 160 people for controlled substance related crimes, of those arrests 46 are for 1st Degree level sales and possession crimes. Additionally our Agents have made 132 arrests for persons on warrant status or for committing violent crimes.

With a combined population of less than 90,000 in the VCET coverage area these numbers demonstrate the important need for law enforcement to have the ability to focus on disrupting these forms of violent crime.

AIM VCET Commander Greg Payment would like to thank our communities for their assistance in reporting drug activity and cooperating with our Agents in taking necessary steps toward reducing the ability of those who wish to infect our communities with dangerous substances.

The AIM VCET requests that if any citizens in the three county coverage area have concerns or information regarding ongoing criminal activity involving drugs or violent crimes to please contact their local dispatch centers or the AIM VCET office at 218-927-7449.



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Approve 2025 Board Meeting Schedule

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: Each year the County Board sets the year's scheduled meeting dates. Since 2013 the Board has primarily been meeting on the second and fourth Tuesdays of each month. Based on past practices, staff have proposed the 2025 County Board Calendar. The dates proposed are again the second and fourth Tuesdays of each month, with the exception of November and December as noted on the Board Calendar.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 2025 County Board meeting schedule		
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>		

2025

Aitkin County Board Calendar

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				


October						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

 Board Meetings

 Holidays

 Board of Appeal
& Equalization



Board of County Commissioners Agenda Request

8B
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: 2025 Board of Commissioners Meeting Procedures

<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: 5 minutes
Summary of Issue: Each year the County Board adopts a resolution approving the Board of Commissioners Meeting Procedures & Rules of Business. The meeting schedule for 2025 (Page 3) is proposed to be the same as it has been since 2013, with the County Board meeting on the 2nd and 4th Tuesdays of each month, with the exception of November and December.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolution approving the 2025 Board of Commissioners Meeting Procedures.		
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.

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

2025 Board of Commissioner Meeting Procedures & Rules of Business

WHEREAS, the Aitkin County Board of Commissioners sees it prudent and necessary to review and adopt rules of procedure governing the conduct of County Board Meetings; and

WHEREAS, the Aitkin County Board has adopted and utilized rules of business, Board procedures, norms of the Board, and Robert’s Rules of Order; and

WHEREAS, the Aitkin County Board of Commissioners believes it is important to annually reaffirm the rules;

NOW THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners Meeting Procedures and Rules of Business is hereby amended and reaffirmed.

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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



**BOARD OF COMMISSIONERS
MEETING PROCEDURES and
RULES OF BUSINESS**

Revised January 7, 2025

Welcome to this meeting of the Aitkin County Board of Commissioners. We are extremely pleased that you have shown your interest in Aitkin County affairs by attending this meeting. It is the wish of the Board of Commissioners that interested citizens participate in the deliberations of its meetings and that residents of the county become aware of the procedures to be followed.

This pamphlet has been prepared to familiarize you with the function and the organization of the Aitkin County Board of Commissioners and to outline for you the procedures that must be followed if you wish to actively participate in the meeting. We are pleased that you have decided to attend a meeting and we wish to invite you to attend our future meetings.

The Aitkin County Board of Commissioners

Board Members

Your Board of Commissioners is composed of five members elected to serve over-lapping terms. The County Administrator serves as the recording clerk to the Board and prepares the agendas for consideration. The election of the Board members takes place on the first Tuesday in November of even numbered years and all members are elected by district. New Board members take office on the first Monday in January.

Your Board members this year are:

District I	J. Mark Wedel, Chair	(218) 927-6500
District II	Laurie Westerlund	(320) 684-2652
District III	Travis Leiviska	(218)-513-8613
District IV	Bret Sample, Vice Chair	(218)-839-1376
District V	Michael Kearney	(218)-839-1329

Board Meeting

The Aitkin County Board of Commissioners meets the 2nd and 4th Meeting dates, places and times are subject to change. Changes will be posted at least three business days prior to the Board meeting, as required by statute.

Each Tuesday meeting begins at 9:00 a.m., at the Government Center Board Room. The Health & Human Services Board meets the fourth Tuesday each month. On the fourth Tuesday of each month, the Health & Human Services Board meeting will convene following approval of the regular agenda.

The Chair or three members of the County Board may call special meetings. Such meetings shall be called with a twelve-hour advance notice to all available County Board members and members of the news media. If time will allow, published notice in the official newspaper shall also be given to the public. Notwithstanding any other requirements, notice shall be posted next to the County Boardroom on the third floor of the Government Center, along with the County's website, www.co.aitkin.mn.us. Notices shall specify 1) the specific item or items to be considered at the special meeting, and (2) the date, times, and places of the meeting. Special meetings of the County Board shall be held in the Government Center Board Room unless the County Board has determined that other facilities are to be used. All special meetings of the County Board shall be limited to the specific item or items set forth in the notice.

In the event that an emergency meeting is needed, the Board will make a good faith effort to provide notice of the meeting to the media, as required by M.S. 13D.04, Subd. 3.

All meetings of the full Board, including Committee of the Whole Meetings (regular, special, emergency and adjourned) are open to the public. In fact, the public is urged to attend.

Meetings may periodically be closed to the public in accordance with MN Statute 13D.05 without liability or penalty if it relates to a matter within the scope of the Board's authority and is reasonably necessary to conduct the business or agenda item before the Board. Before holding a closed meeting under this statute, the Board must identify the reason for the closed meeting.

Board Actions

A majority of the members of the County Board shall constitute a quorum for the transaction of business. The Chair shall be a member of the County Board and shall have the right to vote on all matters coming before it, but shall have no veto power. If the vote of the Chair creates a tie, the motion shall fail.

The Board of Commissioners has complete and final control over County matters subject only to the limitation imposed by law, and of course, ultimately the will of the local residents.

Public Participation at Board Meetings

Meetings of the Board of Commissioners will follow a standard agenda. Items not placed on the agenda may be considered at the meeting upon agreement of the members of the Board present. To place an item on the agenda, the following procedures should be used:

The applicant should file a written request with the County Administrator's Office at least seven days prior to the scheduled meeting. The request should include the name, address and telephone number of the person or persons making the request; a

statement describing the action the applicant wishes the Board to take and background information outlining the reasons for the request. The County Administrator shall enter the item on the County Board agenda in a work summary adequate to alert the public as to the nature of the matter to be discussed. If the County Administrator is unable to prepare a summary from the information received, the County Administrator may refuse to place the matter on the agenda.

The Board of Commissioners desires public participation at its meetings but at the same time has the responsibility for conducting its business in an orderly fashion. The Board Chair will provide the audience with an opportunity to provide their comments or propose an agenda item for future consideration. This will be done at the beginning of the meeting.

After presentation of the comments, the Board may discuss the comments. After Board discussion, members of the audience shall have an opportunity to be heard prior to Board action.

Each speaker will be allowed 5 minutes for his/her presentation unless the time limit is waived by a majority of the Board members present. When there are a large number of speakers to be heard, the Board of Commissioners may shorten this time. Interruption or other interference with the orderly conduct of Board of Commissioners' business will not be allowed. Defamatory or abusive remarks are always out of order. The presiding officer (Chair) may terminate the speaker's privilege of address, if after being called to order, he/she persists in improper conduct or remarks.

At a public meeting of the Board, no person shall orally initiate charges or complaints against individual employees of the County (due to laws governing data practices) or debate any subjects under jurisdiction of the courts. All such charges, if presented to the Board directly, shall be referred to the County Administrator's Office for investigation and report.

No action will be taken on any item not considered a part of the agenda on the same day it is presented unless action is considered necessary by a majority of the Board.

AITKIN COUNTY BOARD RULES OF BUSINESS

Rule 1. Presiding Officer. Roll Call.

The Chair, or in the Chair's absence, the Vice Chair of the County Board shall take the chair at the time appointed for the meeting and call the County Board to order.

Rule 2. Quorum.

A majority of the members of the County Board shall constitute a quorum for the transaction of business.

Rule 3. Minutes.

The County Administrator shall prepare written copies of the minutes of the preceding session or sessions of the County Board and distribute them to its members no later than the start of its current session, unless otherwise notified. One or more copies of the minutes shall be available in the Office of the County Administrator for examination by members of the public. Upon the appearance of a quorum at a County Board meeting, the Chair shall inquire of the County Board whether they wish to approve, disapprove, or amend the minutes of the previous session or sessions of the County Board as prepared by the County Administrator. Any mistake or omission in the minutes may then be corrected by the County Board. Meetings may be recorded, and if so, recordings will be kept securely by the office of the County Administrator.

Rule 4. Order of Business.

The Chair or presiding officer of the County Board shall preserve order and decorum. Upon the appearance of a quorum at a County Board meeting, the Chair shall inquire of the County Board whether they wish to approve, disapprove, or amend the agenda as prepared by the County Administrator.

Agenda Preparation: The County Administrator shall prepare a written agenda in advance of all regular County Board meetings in consultation with the Board Chair and shall place Call to Order, Pledge of Allegiance, Approval of Agenda, and Citizens' Public Comment as the first four items; thereafter, other items of business shall be presented in the order deemed best by the County Administrator or as directed by the County Board.

Rule 5. Recognition by Chair.

Every County Board member or member of the public shall respectfully address the Chair by the appellation of "Chair" followed by the Chair's surname, and shall not speak further until recognized by the Chair. Once a member of the audience has been recognized by the Chair as requesting to address the County Board, the Chair shall require the individual to identify themselves by stating their name and address.

Rule 6. Designation by Chair.

When two or more members request to speak, the Chair or presiding officer shall designate who is first to speak, but in all cases the member who shall first address the Chair shall speak first.

Rule 7. Presentment of Petitions and Communication.

Petitions and communications on the agenda may be presented by a member of the County Board or by either the Secretary or County Administrator.

Rule 8. Voting. Excuse. Failure.

When a question is put by the Chair, every member present shall vote; unless the County Board, for special reason, shall excuse a member prior to the calling of the roll or a legal conflict of interest prohibits a member from voting. Any member, who being present when his or her name is called, fails to vote upon any then pending proposition, unless previously excused by the County Board, shall be counted as having voted in the positive. The Chair will conduct a roll call vote at the request of any member of the Board.

Rule 9. Calling Vote.

The ayes and nays shall be called upon the passage of ordinances. Unless a member requests, or is designated by Statute, other items will be by voice vote. When a vote is called for and a County Board member is silent, the County Board will be recorded as voting in the affirmative on the question. A member may demand a roll call vote at any time prior to the assumption of other business.

Rule 10. Public Hearing Procedure.

Prior to any public hearing, the Chair or presiding officer shall establish the following rules as part of their introduction to the hearing:

- 1) The Chair will remind all parties of the County Board Rules of Business.
- 2) The presenter of the issue/item/proposal will present the entire issue/item/proposal and any proposed

amendments prior to taking any testimony by the citizens or the County Board.

- 3) The County Board shall have the opportunity to discuss the issue/item/proposal and ask any questions they may have of the presenter immediately after the presentation of the issue/item/proposal.
- 4) There will be a public comment period where the audience will have the opportunity to provide comments or questions on the issue/item/proposal after the County Board has discussed the issue/item/proposal. Time limits may be set as to allow for appropriate public comment. Repetitive comments will be discouraged.
- 5) After the public comment period the County Board will discuss the issue/item/proposal and select the appropriate action for the issue/item/proposal.

Rule 11. Ordinances. Procedure.

Every proposed ordinance shall be considered at two separate regular sessions of the County Board. Amendments may be offered at either meeting when the ordinance is under consideration. Amendment to any section may be made and acted upon at any time up to the final passage. If amendments are made, the sections of the ordinance amended shall be read as amended before the question of its passage is taken. Approval of the second reading of the ordinance shall constitute final adoption of said ordinance. When a proposed ordinance fails to pass, a motion to reconsider the same may be made, but such motion must be made at the session at

which the same failed to pass and action thereupon shall be postponed to the next regular session.

Rule 12. Absent Member.

Every member of the County Board who anticipates being absent during a County Board meeting shall notify the County Administrator.

Rule 13. Journal.

It shall be the duty of the County Administrator to serve as Clerk to the County Board, and as such keep the journal of the proceedings of the County Board and perform such duties as may be required by Minnesota Statutes. The County Administrator shall not allow the official journal of the County to be taken from the custody of the County Administrator without the knowledge and consent of the County Board. The approved minutes will be the official record of the County Board meetings. In addition, any recorded copies of the proceeding will be securely kept by the Office of the County Administrator for a period of four years.

Rule 14. Robert's Rules of Order.

The rules of parliamentary practice, embraced in Robert's Rules of Order and Norms of the Board shall govern the County Board in all cases in which they are applicable, and in which they are not inconsistent with the Standing Rules of the County Board.

Rule 15. Conduct.

Any County Board member, employee, or citizen may be asked to cease their comments, sit down, leave the premises, leave by law enforcement escort, or get arrested

for not following the County's policies of mutual respect, harassment, and violence in the workplace. The Chair, or presiding officer shall enforce the conduct policy. Any member of the County Board, or the County Administrator can ask for the enforcement of this policy or recess in the meeting when it becomes apparent that the policies are not being followed. Some general things for which the policy may be enforced include, but are not limited to:

- 1) Being in attendance under the influence of intoxicant or non-prescription illegal drugs, or using such substances while on County property.
- 2) Conduct which violated the common decency or morality of individuals.
- 3) Commission of a felony or gross misdemeanor.
- 4) Violating safety rules and regulations.
- 5) Speaking or making derogatory or false accusations so as to discredit other individuals.
- 6) The use of profanity or abusive language towards any individual.
- 7) Harassment or discrimination.
- 8) Speaking without being recognized by the Chair.

Rule 16. Suspension or Amendment of Rules.

No rule of the County Board shall be suspended, altered, or rescinded except upon the affirmation vote of a 2/3 majority of the County Board, unless notice of such change shall

have been given at a previous meeting in which case only a majority shall be required.

Rule 17. Notice of Agenda.

The regular County Board meeting agendas shall be provided to the official County newspaper, posted outside the Government Center Board Room, and posted on the County’s website www.co.aitkin.mn.us to provide the public with timely and accurate notice of regular County Board meetings.

THESE RULES SHALL TAKE EFFECT and be in force from and after their adoption by the County Board, and any and all prior rules are hereby rescinded.

Aitkin County Department Heads

Administrator	Jessica Seibert	927-7276
Assessor	Mike Dangers	927-7327
Attorney	Jim Ratz	927-7347
Auditor		927-7354
Community Corrections	Kami Genz	927-7281
Engineer	John Welle	927-3741
Environmental Services	Andrew Carlstrom	927-7342
Health & Human Services	Sarah Pratt	927-7200
Human Resources	Bobbie Danielson	927-7306
Land Commissioner	Dennis Thompson	927-7364
Information Technology	Chris Sutch	927-7345
Recorder	Tara Snyder	927-7336
Sheriff	Dan Guida	927-7400
Treasurer	Lori Grams	927-7325

Send Inquiries to: Aitkin County Administrator’s Office
Attn: County Administrator – Jessica Seibert
307 2nd St. NW – Room 310
Aitkin, MN 56431



Board of County Commissioners Agenda Request

8C
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Designation of Official County Newspaper

<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: 5 minutes
Summary of Issue: <p>At the first meeting of the year, the County Board must designate an official newspaper. The County Board authorized the bid forms and procedures at the November 12, 2024 County Board Meeting. Attached for your review are the following:</p> <ol style="list-style-type: none"> 1. The Bid Specifications that were sent to the Aitkin Independent Age, Voyageur Press, and the NewsHopper. 2. The submitted bids. 3. The 2025 Bid Comparison Form. 4. A proposed resolution. <p>The County Auditor has also reviewed the bids and supports the proposed resolution.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt Resolution designation of Official County Newspaper		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CALENDAR YEAR 2025 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2025 will be received in the **Aitkin County Administrator's Office**, 307 2nd Street NW - Room 310, Aitkin, MN 56431, until **Noon on Thursday, December 12, 2024** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2025 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on **January 7, 2025**.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Thursday, December 12, 2024.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-7276 option 8.

II. SPECIFIC REQUIREMENTS FOR BIDDERS

- A. Separate bids are required for each type of publication notice, no joint bids will be accepted.
- B. Bids must be submitted using the attached form.
- C. Bidders are required to provide circulation statistics by zip code.
- D. Types of legal notices to which bids are requested.
 - (1) **PUBLICATION OF OFFICIAL PROCEEDINGS IN SUMMARY FORM:** (Minnesota Statute 375.12 refers.) The County will provide all official proceedings in digital format and may specify font, point size and leading.
 - (2) **PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS:** (Minnesota Statute 331A.01 subd. 7 and 331A.05 - .07 refer.) The County will provide all legal notices and miscellaneous advertisements in digital format and may specify font, point size and leading.

**CALENDAR YEAR 2025 BID SPECIFICATIONS
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2025 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

(4) **FIRST PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication to be done in a newspaper located in a different municipality. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit, and first publisher may be asked to provide copies of Financial Statement **insert** for second publication. The County will provide the Financial Statement in camera ready format.

(5) **SECOND PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication of the financial statement to be done in one other newspaper, if one of general circulation is located in a different municipality in the county than the official newspaper. Per MN statute the county board shall call for separate bids for each publication. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit. To be considered for award of the bid for second publication of the financial statement, bidders must include a specific bid for the second publication of the Financial Statement. The County will provide the Financial Statement in camera ready format.

III. BID AWARD CRITERIA

- A. A successful bidder will be designated by the County Board as the “Official County Newspaper” for calendar year 2025 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the “Second Publication of the County Financial Statement.” That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statute 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as “Official Newspaper” (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

**AITKIN COUNTY - BID FORM
PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2025**

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ _____ per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ _____ per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ _____ per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch

Size in inches of newspaper single page sheet = _____ by _____

Maximum number of columns per page in legal notice section = _____

Newspaper circulation within the boundaries of Aitkin County = _____

Weekly newspaper circulation by zip code within the boundaries of Aitkin County =

56431 _____ 56469 _____ 55748 _____ 55760 _____ 55787 _____ 56350 _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: _____

Official Address: _____

Printed Name of Submitter _____ Title _____

Phone: _____

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.

Signature in Ink of Submitter

Date

AITKIN COUNTY - BID FORM
PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2025

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ 900 per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ 900 per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ 900 per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 900 per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 900 per column inch

Size in inches of newspaper single page sheet = 9.88" by 13"

Maximum number of columns per page in legal notice section = 6

Newspaper circulation within the boundaries of Aitkin County = 1534

Weekly newspaper circulation by zip code within the boundaries of Aitkin County =

56431 1124 56469 112 55748 19 55760 260 55787 19 56350 _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: Aitkin Independent Age

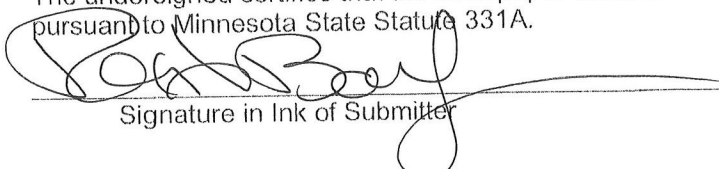
Official Address: 213 Minnesota Avenue N.

Aitkin, Mn. 56431

Printed Name of Submitter: RoxAnne Bouley Title GM/Ad Director

Phone: 218-429-4450

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.


Signature in Ink of Submitter

11/22/24
Date

AITKIN COUNTY - BID FORM PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2025

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ 7.50 per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ 7.50 per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ 7.50 per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 7.50 per column inch
- (5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 6.50 per column inch

Size in inches of newspaper single page sheet = 10.3 by 16.0
Maximum number of columns per page in legal notice section = 8
Newspaper circulation within the boundaries of Aitkin County = 550
Weekly newspaper circulation by zip code within the boundaries of Aitkin County =
56431 20 56469 15 55748 0 55760 425 55787 53 56350 4
Subscription cost per individual customer within Aitkin County for 1 year = \$40/47

(Please Print Clearly)
Name of Bidding Newspaper: Voyageur Press of McGregor
Official Address: 15 Country House Lane
McGregor MN 55760
Printed Name of Submitter: JOHN GRONES Title: PUBLISHER
Phone: 218-409-4096

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.

Signature in Ink of Submitter:  Date: November 14, 2024

AITKIN COUNTY - BID FORM
PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2025

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ 9.00 per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ 9.00 per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ 9.00 per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 9.00 per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ 9.00 per column inch

Size in inches of newspaper single page sheet = 10.5 by 21.25

Maximum number of columns per page in legal notice section = 6

Newspaper circulation within the boundaries of Aitkin County = 4967

Weekly newspaper circulation by zip code within the boundaries of Aitkin County =

56431 4967 56469 _____ 55748 _____ 55760 _____ 55787 _____ 56350 _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: NewsHopper

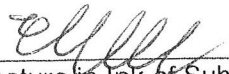
Official Address: PO Box 562

Ironton, MN 56455

Printed Name of Submitter Eric Heglund Title Owner

Phone: 218-821-1393

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.



Signature in Ink of Submitter

11-26-24

Date

AITKIN COUNTY - BID COMPARISON FORM PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2025

(1) PUBLICATION OF OFFICIAL PROCEEDINGS

Aitkin Age	NewsHopper	Voyageur Press
\$ <u>9.00</u> per column inch	\$ <u>9.00</u> per column inch	\$ <u>7.50</u> per column inch

(2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS

Aitkin Age	NewsHopper	Voyageur Press
\$ <u>9.00</u> per column inch	\$ <u>9.00</u> per column inch	\$ <u>7.50</u> per column inch

(3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST

Aitkin Age	NewsHopper	Voyageur Press
\$ <u>9.00</u> per column inch	\$ <u>9.00</u> per column inch	\$ <u>7.50</u> per column inch

(4) FIRST PUBLICATION OF FINANCIAL STATEMENT

Aitkin Age	NewsHopper	Voyageur Press
\$ <u>9.00</u> per column inch	\$ <u>9.00</u> per column inch	\$ <u>7.50</u> per column inch

(5) SECOND PUBLICATION OF FINANCIAL STATEMENT

Aitkin Age	NewsHopper	Voyageur Press
\$ <u>9.00</u> per column inch	\$ <u>9.00</u> per column inch	\$ <u>6.50</u> per column inch

Size in inches of newspaper single page sheet = 9.88" by 13" Aitkin Age
10.5" by 21.25" NewsHopper 10.3" by 16" Voyageur Press

Maximum number of columns per page in legal notice section = 6 Aitkin Age
6 NewsHopper 8 Voyageur Press

Newspaper circulation within the boundaries of Aitkin County = 1534 Aitkin Age
4967 NewsHopper 550 Voyageur Press

Weekly circulation within the boundaries of Aitkin County by zip code **Aitkin Age:**

56431: 1124 56469: 112 55748: 19 55760: 260 55787: 19 56350: 0

Weekly circulation within the boundaries of Aitkin County by zip code **NewsHopper:**

56431: 4967 56469: 0 55748: 0 55760: 0 55787: 0 56350: 0

Weekly circulation within the boundaries of Aitkin County by zip code **Voyageur Press:**

56431: 20 56469: 15 55748: 0 55760: 425 55787: 53 56350: 4

Subscription cost per individual customer within Aitkin County for 1 year = \$73.60 **Aitkin Age**
NewsHopper \$40.00/\$47.00 **Voyageur Press**

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

ADOPTED January 7, 2025

By Commissioner: xxx

20250107-xxx

2025 Official County Newspaper

BE IT RESOLVED, That the Aitkin Independent Age is hereby designated by the Aitkin County Board of Commissioners as the official county newspaper in which all official business shall be published. Voyageur Press is named second publication of Financial Statement.

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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

8D
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: 2025 Committee Appointments

<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: 5 min.
Summary of Issue: Each year the County Board updates committee appointments. The following items are attached: 1. A draft proposed resolution. Known changes are indicated. Once the committee appointments have been made, the resolution will be updated accordingly.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt 2025 Committee Appointments Resolution.		
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>		

By Commissioner: xxx

20250107-xxx

2025 Committee Appointments

BE IT HEREBY RESOLVED, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2025:

Aitkin Airport Commission (2)	J. Mark Wedel John Welle
Aitkin County Care Board	Laurie Westerlund
Aitkin County Community Corrections Advisory Board (2)	J. Mark Wedel Laurie Westerlund
Anoka County JPA Advisory Board	Laurie Westerlund
Aitkin County Opioid Settlement Subcommittee	Bret Sample
Aitkin County Water Planning Task Force	J. Mark Wedel
Aitkin Economic Development Administration (AEDA)	J. Mark Wedel
AMC Delegates (8)	Commissioner District 2 Commissioner District 3 Commissioner District 5 County Administrator County Engineer Environmental Services Director HHS Director
Aquatic Invasive Species (AIS)	J. Mark Wedel Bret Sample
Arrowhead Counties Association (1)	Michael Kearney Laurie Westerlund, Alt.
Arrowhead Economic Opportunity Agency	Michael Kearney Travis Leiviska, Alt.
Arrowhead Regional Development Center (ARDC)	Michael Kearney Travis Leiviska, Alt.
Assessor for Unorganized Townships	Mike Dangers
ATV Committee (2)	Travis Leiviska Laurie Westerlund
Big Sandy Lake Management Plan (1+Alternate)	Bret Sample Michael Kearney, Alt.
Brainerd 1 Watershed 1 Plan	J. Mark Wedel

Budget Committee 2020 (2)	Travis Leiviska J. Mark Wedel
East Central Regional Library Board	Travis Leiviska Bret Sample, Alt.
Economic Development (2)	J. Mark Wedel Bret Sample
Emergency Management	J. Mark Wedel
Environmental Assessment Worksheet (2)	Michael Kearney Bret Sample
Extension Committee (1 + Alternate)	Michael Kearney Laurie Westerlund, Alt
Facilities/Technology Committee (2)	J. Mark Wedel Bret Sample
Fairgrounds Liaison	Jim Bright
H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Michael Kearney
Historical Society (Liaison)	Travis Leiviska
Joint Powers Natural Resources Board (2)	Bret Sample Dennis Thompson Michael Kearney, Alt.
Lakes & Pines (1+Alternate)	Travis Leiviska Michael Kearney, Alt.
Law Library	Travis Leiviska Michael Kearney, Alt.
McGregor Airport Commission	Bret Sample
MCIT Representative (1 + Alternate)	Laurie Westerlund Jessica Seibert, Alt.
Mille Lacs Fisheries Input Group	Laurie Westerlund
Mille Lacs Watershed (1 + Alternate)	Travis Leiviska Laurie Westerlund, Alt.
Mississippi Headwaters Board (1+Alternate)	Michael Kearney Bret Sample, Alt.
MN Rural Counties (1+Alternate)	Laurie Westerlund Travis Leiviska, Alt.
Natural Resources Advisory Committee (2)	Michael Kearney Bret Sample
NE MN Office Job Training	Travis Leiviska
Northeast MN ATP (2)	Michael Kearney John Welle Travis Leiviska, Alt.

Northeast MN Emergency Communications Board (ECB)	Travis Leiviska Dan Guida, Alt.
Northeast MN Regional Advisory Committee (RAC)	Patrice Erickson Dan Guida, Alt.
Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Bret Sample Laurie Westerlund, Alt.
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Laurie Westerlund Michael Kearney, Alt.
Northwoods Regional Trail Alliance	Land Dept Staff, Alt.
Ordinance Committee (2)	Travis Leiviska Bret Sample
Personnel/Insurance Committee (2)	Michael Kearney J. Mark Wedel
Planning Commission	Michael Kearney Laurie Westerlund, Alt.
Rum 1W1P Policy Committee	Laurie Westerlund Travis Leiviska, Alt.
Snake River Watershed Management Board/1W1P Policy Committee	Travis Leiviska Bret Sample, Alt.
Sobriety Court	J. Mark Wedel
Solid Waste Task Force (2)	J. Mark Wedel Bret Sample
Toward Zero Deaths	J. Mark Wedel
Tri-County Community Health Services Board	Laurie Westerlund

Commissioner xx 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 7th day of January 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 7th day of January 2025

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

8E
Agenda Item #

Requested Meeting Date: January 7, 2025

Title of Item: Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" 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: Administrator Updates.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



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	Leiviska 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 Sample
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthlv	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	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	Kearney 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