



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** August 12, 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 586 1505**

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 five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-7276 option 8 no later than 2:30 P.M. on the 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-**

July 22, 2025 - August 11, 2025

**B) Approve County Board Minutes-**

July 22, 2025

**C) Approve Electronic Funds Transfers**

EFT Report thru 08.04.25

**D) Approve-**

Committee of the Whole Minutes 07.31.25

**E) Approve Auditor Vouchers-**

Auditor Warrant - HHS 07.18.25

**F) Adopt Resolution-**

2026 Unorganized Township Levies

**G) Approve Auditor Vouchers-**

Auditor Warrants 07.25.25

**H) Approve Auditor Vouchers-**

Auditor Warrant - HHS 07.25.25

**I) Approve-**

Developer Agreement approval of amended start date

**J) Approve Commissioner's Vouchers**

Commissioner Warrants 08.01.25

**K) Approve-**

Affidavit of Duplicate of Lost Warrant

**L) Approve Auditor Vouchers-**

Auditor Warrant - R&B 08.01.25

**M) Approve Manual Warrants/Voids/Corrections-**

ELAN 07.17.25

**N) Approve Auditor Vouchers-**

Auditor Warrant - HHS 08.01.25

**O) Approve-**

MnCCC Board Ratification Statement

**P) Approve-**

OJP Grant

**Q) Approve-**

Affidavit of Duplicate of Lost Warrant - Johnson

**R) Adopt Resolution-**

App for Temporary On Sale Liquor License - Jacobson Volunteer Fire Dept

**S) Adopt Resolution-**

Direct purchase of tax-forfeited land - Matt Huseby

**T) Adopt Resolution-**

Set Terms, Price, Date and Time of Land Sale

**U) Adopt Resolution-**

Application for Large Assembly - White Pine Logging & Threshing Show

**V) Approve-**

Aim VCET JPA - Vehicle Theft Initiative

**W) Approve-**

Affidavit of Duplicate of Lost Warrant - Hedlund

**X) Approve-**

Affidavit of Duplicate of Lost Warrant - Feist

**Y) Adopt Resolution-**

Reappoint Randy Quale as County Surveyor

**Z) Adopt Resolution-**

Final Contract Payment #20243

**AA) Adopt Resolution-**

Final Contract Payment #20245

**AB) Approve Auditor Vouchers-**

Auditor Warrant - Sales/Use/Diesel Tax 08.08.25

**9:05 a.m.**

- 3) Kathleen Ryan – County Auditor  
A) 2025 Confession of Judgement Update - Information Only  
B) 2026 budget for the General Government departments - Information Only  
C) Update on Appropriation requests for 2026 Budget - Information Only

**9:40 a.m.**

- 4) Mark Jeffers  
A) Approve Removing old County Purchased items through County Garage Sale  
B) County/Administration related Update

**9:50 a.m.**

- 5) Board of Commissioners  
A) Commissioner Committee Reports

**10:00 a.m.**

- 6) Bobbie Danielson – Human Resources Director  
A) Closed Session for Labor Negotiations (MN Stat. 12D.03)

**ADJOURN**





**2B**

**AITKIN COUNTY BOARD OF COMMISSIONERS**

July 22, 2025

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
	County Administrator	
April Kellerman	Administrative Assistant	Absent

**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 Laurie Westerlund  
Adding item 10C

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

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

**A) Correspondence File-**

July 8, 2025 - July 21, 2025

**B) Approve County Board Minutes-**

July 8, 2025

**C) Approve Electronic Funds Transfers**

**Total** \$1,478,700.06

**D) Approve Auditor Vouchers-**

Auditor Warrants - Sales, Use and Diesel Tax, June 2025

General	\$59.29	R&B	\$1,050.64	Trust	\$73.98	LLCC	\$70.21
Parks	\$520.97					<b>Total</b>	\$1,775.09

**E) Approve Auditor Vouchers-**

Auditor Warrants - HHS 07.03.25

General	\$30.10	HHS	\$79,758.67			<b>Total</b>	\$79,788.77
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**F) Information Only**

City of Aitkin - 2024 TIF Report

**G) Approve-**

County Administrator Employment Agreement

**H) Approve Auditor Vouchers-**

Auditor Warrants - HHS 07.11.25

HHS	\$58,119.42					<b>Total</b>	\$58,119.42
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**I) Approve Auditor Vouchers-**

Auditor Warrant 07.15.25

Townships	\$62,694.00					<b>Total</b>	\$62,694.00
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**J) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 07.11.25

General	\$5,537.89	State	\$25,963.30	LLCC	\$491.68	Parks	\$150.00
						<b>Total</b>	\$32,142.87

**K) Approve-**

AIM VCET Opioid Funding Request

**L) Approve-**

Selander Coaching and Consulting Opioid Funding Request

**M) Approve Commissioner's Vouchers**

Commissioner Warrants 07.18.25

General	\$343,806.15	Reserves	\$14,467.87	R&B	\$466,405.82	HHS	\$419.82
Debt	\$124,007.51	State	\$14,505.00	Trust	\$6,193.39	Forest	\$1,158.27
Taxes	\$128.44	LLCC	\$21,240.93	Parks	\$141,234.03	<b>Total</b>	\$1,133,567.23

**N) Approve Auditor Vouchers-**

Auditor Warrants 07.18.25

R&B	\$122,814.98					<b>Total</b>	\$122,814.98
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**O) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants - ELAN 07.03.25

General	\$3,013.75	Reserves	\$599.28	LLCC	\$489.52	HHS	\$2,884.15
						<b>Total</b>	\$6,986.70

**Regular Agenda**

3A Dennis Thompson – Land Commissioner

**Motion to:**

Adopt Resolution - Mississippi Headwaters Board Funding for Jacobson Campground

**RESULT: APPROVED (5 TO 0)****MOVER:** Commissioner Bret Sample**SECONDER:** Commissioner Michael Kearney**Resolution #** 20250722-090

4A Andrew Carlstrom – Environmental Services Director

**Motion to:**

Approve Memorandum of Understanding with Itasca County

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

5A Kathleen Ryan – County Auditor

**Motion to:**

Approve New National Opioid Settlement/Action Needed to Participate

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

5B Kathleen Ryan – County Auditor

**Informational Only**

2nd Quarter 2025 Budget Review - Information Only

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

6A Jim Bright – Facilities Coordinator

**Motion to:**

Adopt Resolution - Aitkin County Health &amp; Human Services Office Space Lease Agreement

**RESULT: APPROVED (5 TO 0)****MOVER:** Commissioner Bret Sample**SECONDER:** Commissioner Laurie Westerlund**Resolution #** 20250722-091

7A Carli Goble - Health & Human Services Fiscal Supervisor

**Discussion Item**

Q2 2025 Fiscal Report - Discussion Item

**RESULT:** DISCUSSION ITEM

**MOVER:**

**SECONDER:**

8A Sarah Pratt – Health & Human Services Director

**Discussion Item**

H&HS Mandated vs. Non-Mandated Services Presentation - Discussion Item

**RESULT:** DISCUSSION ITEM

**MOVER:**

**SECONDER:**

9A John Welle – County Engineer

**Motion to:**

Approve 2024 Annual Report

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska

10A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Data Practices Revisions

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

10B Mark Jeffers – Economic Development Coordinator

County/Administration related Updates

Committee of the Whole reminder, NACo National Achievement Award

10C Mark Jeffers – Economic Development Coordinator

**Motion to:**

Adopt Resolution - LG220 Application for Exempt Permit - Ruffed Grouse Society Aitkin Chapter

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Michael Kearney

**Resolution #** 20250722-092

11A Board of Commissioners

Commissioner Committee Reports

Northwoods ATV Alliance, Aitkin County CARE, Aitkin County Fair, East Central Regional Library Board, Historical Society, ACAT, Facilities, Big Sandy Lake, NACo Conference, Arrowhead Economic Opportunity Agency, AMC, Toward Zero Deaths, Aitkin County Water Planning Task Force

**Motion to Adjourn**

Motion made at 11:34 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

**Next Regular Meeting:** Tuesday, August 12, 2025

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

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John Welle  
County Engineer



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 8/12/2025

**Title of Item:** EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  EFT Report thru 8/4/2025		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes    <input type="checkbox"/> No</div><div><input type="checkbox"/> Yes    <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

**Thru August 4, 2025 Board Meeting August 12, 2025**

S:Board Report:2025 EFT Board Report Thru Date



**2D**

**AITKIN COUNTY BOARD OF COMMISSIONERS**

July 31, 2025

1:00 p.m.

Government Center Board & Training Rooms

Committee of the Whole Session Minutes

**1.A CALL TO ORDER**

Chair Wedel called the meeting to order at 1:00 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
	County Administrator	
April Kellerman	Administrative Assistant	Absent

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda.

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

**2 Shoreland Ordinance Discussion with Citizens Public Comment**

**Motion to Adjourn**

Motion made at 1:54 p.m.

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

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

\_\_\_\_\_  
John Welle  
County Engineer



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

Save Report Options?: Y

# Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
86022	Aitkin Co Health & Human Service	1,080.00	3 Transactions
13599	AITKIN FARMER'S MARKET	146.04	1 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	39.90	3 Transactions
10142	Campbell/Leigh	185.00	1 Transactions
783	Canon Financial Services, Inc	757.03	9 Transactions
87691	Chenevert/Lori	16.03	1 Transactions
9085	Climate Makers Inc	2,628.00	3 Transactions
10342	DHS-Anoka Metro Rtc	500.00	1 Transactions
10188	DHS-Moose Lake RTC	591.00	1 Transactions
9220	Dhs-Msop	10,227.00	4 Transactions
89965	DHS-ST PETER-SEE LIST	3,462.00	1 Transactions
12098	DRUAR/TAWNY	185.00	1 Transactions
10652	Gilb/Zachary	178.15	3 Transactions
10688	Gleason Printing	495.95	1 Transactions
10456	King/Miranda	111.32	4 Transactions
13920	LANE/TONI	78.98	1 Transactions
11072	Lutheran Social Service MN Guardianship	1,888.05	5 Transactions
14877	NEMITZ/BILINDA	340.58	3 Transactions
10109	Quadient, Inc	6.95	3 Transactions
13876	SCHOENROCK/ADAM	248.14	2 Transactions
86177	Sheriff Aitkin County	60.00	1 Transactions
9930	SHI International Corp.	7,312.00	7 Transactions
90847	State Fire Marshall	50.00	1 Transactions
13084	WELLNESS IN THE WOODS	1,400.00	1 Transactions
10440	Young/Griffin	498.37	3 Transactions
<b>Final Total .....</b>		<b>32,485.49</b>	<b>25 Vendors      64 Transactions</b>



# Aitkin County

Audit List for Board

## AUDITOR'S VOUCHERS ENTRIES



### Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	32,485.49	Health & Human Services
All Funds	32,485.49	Total

Approved by,

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.....  
.....



# Board of County Commissioners Agenda Request

## 2F

Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** 2026 Unorganized Township Levies

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> Kathleen Ryan, County Auditor		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kathleen Ryan, County Auditor		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Set the preliminary 2026 levies for the Unorganized Townships: Cemetery Fire Protection Road and Bridge  See details in attached resolutions.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx****Unorganized Township Levies – Fire Protection**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2026 for Fire Protection purposes:

**Unorganized Township                      Budget Amount**

52-22	\$0.00
51-22	\$15,000.00
45-24	\$800.00
47-24	\$1,500.00
52-24	\$200.00
50-25	\$1,500.00
51-25	\$300.00
52-25	\$2,500.00
50-26	\$1,600.00
48-27	\$1,500.00
49-27	\$5,500.00
50-27	\$400.00
51-27	\$7,000.00
52-27	\$1,500.00
<b>Total:</b>	<b>\$39,300.00</b>

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

xxx MEMBERS PRESENTAll Members Voting xxx

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

I, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Unorganized Township Levies – Cemetery**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2026 for Cemetery purposes:

<b><u>Unorganized Township</u></b>	<b><u>Budget Amount</u></b>
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Shovel Lake Cemetery

51-27	\$600
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52-27	\$600
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Hebron Cemetery

50-25	\$1,500
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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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Unorganized Township Levies – Road and Bridge**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2026 for Road and Bridge purposes:

<b><u>Unorganized Township</u></b>	<b><u>Budget Amount</u></b>
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All Unorganized Townships	\$46,000.00
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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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12<sup>th</sup> day of August 2025

\_\_\_\_\_  
John Welle  
County Engineer

WLB1  
7/24/25

9:57AM

# Aitkin County

## Audit List for Board

### AUDITOR'S VOUCHERS ENTRIES



## 2G

Page 1

Print List in Order By:

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Vendor	<u>Name</u>	<u>Amount</u>			
<u>No.</u>					
7050	Anderson Brothers Construction	330,260.45	1	Transactions	
15335	LOT PROS INC.	5,447.78	1	Transactions	
9641	S & R REINFORCING, INC.	63,132.38	1	Transactions	
3 Fund Total:		398,840.61	Road & Bridge	3 Vendors	3 Transactions

# Aitkin County

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



Vendor	<u>Name</u>	<u>Amount</u>			
10697	Midsota Trailer Sales and Service	14,866.81	1 Transactions		
11 Fund Total:		14,866.81	Forest Development	1 Vendors	1 Transactions
Final Total:		413,707.42	4 Vendors	4 Transactions	



# Aitkin County

Audit List for Board

**AUDITOR'S VOUCHERS ENTRIES**



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	398,840.61	Road & Bridge
11	14,866.81	Forest Development
All Funds	413,707.42	Total

Approved by,

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

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:

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

Save Report Options?: Y

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
14590	ACKLEY/ISAAC	35.88	2 Transactions
9562	Advanced Business Methods, Inc.	1,138.04	4 Transactions
86222	Aitkin Independent Age	150.00	1 Transactions
86308	Aitkin Public Schools	6,311.78	1 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	61.30	3 Transactions
89185	Bethesda Lutheran Church Of Malmo	45.00	1 Transactions
10399	Cox/Lisa	132.43	1 Transactions
11051	Department of Human Services	2,754.72	3 Transactions
10580	Fossum/Jozee	236.15	3 Transactions
10605	Herrick/Richard	269.03	2 Transactions
13904	Hill City Assembly of God Church	45.00	1 Transactions
10526	Jarvela/Jennifer	94.72	2 Transactions
9847	KK Advertising Inc.	231.75	1 Transactions
6110	Lakes & Pines CAC, Inc	6,701.36	1 Transactions
11502	Methven Funeral Homes	1,700.00	1 Transactions
91025	Otter Tail County Sheriff's Office	53.00	1 Transactions
10394	Resource Training & Solutions	2,000.00	8 Transactions
8599	RRHS UCMC MESABA CLINICS	250.00	1 Transactions
13876	SCHOENROCK/ADAM	248.14	2 Transactions
86177	Sheriff Aitkin County	1,282.56	3 Transactions
86944	Sheriff Crow Wing County	80.00	1 Transactions
15347	St Louis County - PHHS	1,222.62	2 Transactions
10530	The Therapist PLC	585.00	1 Transactions
9567	THOMPSON/ANESSA	165.95	2 Transactions
10930	Tidholm Productions	265.00	3 Transactions
3518	Voyageur Press Of Mcgregor, Inc	185.00	1 Transactions
10549	Woods Psychological Services LLC	15,500.00	4 Transactions
<b>Final Total .....</b>		<b>41,744.43</b>	<b>27 Vendors      56 Transactions</b>

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	35,432.65	Health & Human Services	
	25	6,311.78	Opioid Remediation Settlement	
	All Funds	41,744.43	Total	Approved by, .....
				.....
				.....



# Board of County Commissioners Agenda Request

2I

Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Developer Agreement approval of amended start date

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> <p>INH Properties is preparing to begin construction of the workforce housing complex located on Bunker Hill Drive. To ensure alignment between the construction timeline and the Developer Agreement, an amendment is required.</p> <p>The proposed amendment updates the construction start date noted in Article III of the agreement. Specifically, the original start date of June 1, 2025, will be amended to September 1, 2025 to reflect the updated project schedule. All other terms of the agreement remain unchanged.</p> <p>The County Attorney verbally reviewed and authorized the one change in the amendment.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approval of the amended Developer Agreement.		
<b>Financial Impact:</b> <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p>		

*Modified July 24, 2025*

DEVELOPMENT AGREEMENT

BY AND BETWEEN

COUNTY OF AITKIN, MINNESOTA

AND

BUNKER HILLS HOUSING OF AITKIN, LLC

(Workforce Housing Project)

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## DEVELOPMENT AGREEMENT

THIS AGREEMENT, made as of October 24, 2023, by and among the County of Aitkin, Minnesota, a municipal corporation, and political subdivision (the "County"), and Bunker Hills Housing of Aitkin, LLC, a Minnesota limited liability company (the "Developer").

WHEREAS, the Developer intends to construct an approximately 44-unit workforce housing project on the Development Property (the "Project") legally described on the attached Exhibit A (the "Development Property"); and

WHEREAS, pursuant to Minnesota Statutes, Sections 469.1812 through 469.1815, the County has established a Tax Abatement Program pursuant to which the County is authorized to grant an abatement of ad valorem property taxes imposed by the County under certain conditions; and

WHEREAS, the Developer has requested that the County provide financial assistance as a 90% tax abatement for a period of up to 20-years to reimburse Developer through the Tax Abatement (defined below); and

WHEREAS, the County believes that the development and construction of the Project and fulfillment of this Agreement are vital and are in the best interests of the County, will increase the tax base in the County, and are in accordance with the public purpose and provisions of the applicable state and local laws and requirements under which the Project has been undertaken and is being assisted; and

WHEREAS, following notice and a public hearing the County adopted Resolution No. 20230822-082 of 2023, dated August 22, 2023 (the "Abatement Resolution"), agreeing to provide, in accordance with the referenced Abatement Resolution, State law and this Agreement, abatement of County property taxes on the Development Property subject to the terms and conditions contained in the above-referenced Abatement Resolution and this Agreement (the "Tax Abatement"); and

WHEREAS, the County believes that the Project will meet the conditions of the Tax Abatement Act and Tax Abatement Program in that: (a) the County expects the benefits to the County from this Agreement to equal or exceed the costs to the County of this Agreement; and (b) the County finds that granting the Tax Abatement is in the public interest because it will increase or preserve the tax base of the County; and

WHEREAS, the County has determined that the Project: (a) will promote and carry out the objectives for which development in the County has been undertaken; (b) will be in the vital best interests of the County and the health, safety, morals and welfare of its residents; and (c) is in accord with the public purposes and provisions of the applicable state and local laws, including requirements of the County's Code, under which the Project will be undertaken and is being assisted; and

WHEREAS, the Developer and the County desire to enter into this Agreement in satisfaction of applicable requirements of the County, and to set out the undertakings and obligations of each party from this point forward with respect to the Project.

NOW, THEREFORE, in consideration of the premises and the mutual obligations of the parties hereto, each of them does hereby covenant and agree with the other as follows:

## ARTICLE I DEFINITIONS

**Section 1.1 Definitions.** All capitalized terms used and not otherwise defined herein shall have the following meanings unless a different meaning clearly appears from the context:

*"Agreement"* means this Agreement, as the same may be from time to time modified, amended or supplemented;

*"Business Day"* means any day except a Saturday, Sunday or a legal holiday or a day on which banking institutions in the County are authorized by law or executive order to close;

*"County"* means the County of Aitkin, Minnesota;

*"Code"* means the County's Code of Ordinances;

*"Completion Date"* means the date used in Section 3.3.

*"Developer"* means Bunker Hills Housing of Aitkin, LLC and its successors and assigns;

*"Development Property"* means the real property described on **Exhibit A**, attached hereto;

*"Event of Default"* means any of the events described in Section 4.1;

*"Project"* means the construction of an approximately 44-unit workforce housing project on the Development Property, pursuant to County specifications as provided in the Project Plans (as the same may be modified with County approval from time to time) and this Agreement;

*"Project Plans"* means all submissions required by the County Ordinances, or this Agreement with respect to the Project and all plans, drawings, plats and related documents for the construction of the Project, approved by the County and Developer, irrespective of whether the Developer's and/or the County's final approval of any such documents occurs before or after the execution and delivery of this Agreement;

*"State"* means the State of Minnesota;

*"Tax Abatement Act"* means Minnesota Statutes, Sections 469.1812 through 469.1815;

*"Tax Abatement Program"* means the action by the County pursuant to Minnesota Statutes, Section 469.1812 through 469.1815, as amended, and undertaken in support of the Project;

*"Tax Abatement"* means the County's reimbursement to the Developer for a portion of public infrastructure pursuant to the specific provisions of Section 3.8.

## **ARTICLE II REPRESENTATIONS AND WARRANTIES**

**Section 2.1 Representations and Warranties of the County.** The County makes the following representations and warranties:

(1) The County is a municipal corporation and political subdivision organized under the laws of the State and has the power to enter into this Agreement and can carry out its obligations hereunder.

(2) The Tax Abatement Program was created, adopted, and approved in accordance with the terms of the Tax Abatement Act.

(3) To finance the costs of the Project to be undertaken by the Developer, the County proposes, subject to the further provisions of this Agreement, to reimburse the Developer for Project costs as further provided in this Agreement.

(4) The County has made the findings required by the Tax Abatement Act for the Tax Abatement Program.

(5) This Agreement has been duly approved by the Aitkin County Board of Commissioners and the execution and delivery of this Agreement has been authorized by such County Board of Commissioners.

**Section 2.2 Representations and Warranties of the Developer.** The Developer makes the following representations and warranties:

(1) The Developer is a Minnesota limited liability company duly organized, in good standing, and validly existing under the laws of the State and is registered and in good standing with the Office of the Secretary of State of Minnesota, with full authority to transact business in this State, has the power to enter into the Agreement and to perform its obligations hereunder, and is not in violation of its charter, articles of incorporation, operating agreement or any local, state or federal laws.

(2) The Developer will cause the Project to be constructed in accordance with the terms of this Agreement, the Project Plans, and all applicable local, state, and federal laws and regulations (including, but not limited to, environmental, zoning, energy conservation, building code and public health laws and regulations, County Policy, and Code).

(3) The Developer will obtain or cause to be obtained, in a timely manner, all required permits, licenses and approvals, and will meet, in a timely manner, all requirements of all applicable local, state, and federal laws and regulations which must be obtained or met before the Project may be lawfully constructed. Without in any way limiting the foregoing, the Developer will request and seek to obtain from the County, if necessary, such approvals, variances, conditional use permits, zoning changes and other required County approvals as may be applicable.

(4) The Project will, as of the date it is completed and subject to the issuance of County approvals as herein contemplated, contain only uses permitted under the Code.

(5) The construction of the Project would not be undertaken by the Developer, and in the opinion of the Developer would not be economically feasible within the reasonably foreseeable future, without the assistance and benefit to the Developer provided for in this Agreement.

(6) Neither the execution and delivery of this Agreement, the consummation of the transactions contemplated hereby, nor the fulfillment of or compliance with the terms and conditions of this Agreement is prevented, limited by or conflicts with or results in a breach of, the terms, conditions or provision of any contractual restriction, evidence of indebtedness, agreement or instrument of whatever nature to which the Developer is now a party or by which it is bound, or constitutes a default under any of the foregoing.

(7) The Developer will cooperate fully with the County with respect to any litigation commenced with respect to the Project, but only to the extent that the County and the Developer are not adverse parties to the litigation.

### **ARTICLE III**

#### **UNDERTAKINGS BY DEVELOPER AND COUNTY**

##### **Section 3.1 Construction of Project and Reimbursement of Cost.**

(1) The Developer will construct or cause the Project to be constructed in a good and workmanlike manner in accordance with the Project Plans and at all times prior to the termination of this Agreement will operate and maintain, preserve and keep the Project or cause the Project to be maintained, preserved and kept with the appurtenances and every part and parcel thereof, in good repair and condition.

(2) The County shall partially reimburse the Developer for the costs of the Project paid by the Developer pursuant to the Abatement Program as provided in Section 3.8 and shall have no other financial obligation to the Developer with respect to the Project.

**Section 3.2 Limitations on Undertaking of the County.** Notwithstanding the provisions of Section 3.1, the County shall have no obligation to reimburse the Developer for the costs of the Project, if the County, at the time or times such payment is to be made, is entitled under Section 4.2 to exercise any of the remedies set forth therein as a result of an Event of Default which has not cured.

**Section 3.3 Commencement and Completion of Construction.** The Developer shall commence the Project by ~~June 1, 2025~~ **September 1, 2025** and complete the Project by December 31, 2026 (the "Completion Date"), unless extended to a date mutually agreeable to the County and Developer, in writing, which shall not be unreasonably denied. All work with respect to the Project to be constructed or provided by the Developer shall be in conformity with the Project Plans as submitted by the Developer and approved by the County.

Nothing in this Agreement shall be deemed to impair or limit any of the County's rights or responsibilities under its zoning laws or construction permit processes.

**Section 3.4 Damage and Destruction.** In the event of damage or destruction of the Project the Developer shall repair or rebuild the Project.

**Section 3.5 No Change in Use of Project.** The County's obligations pursuant to this Agreement shall be subject to the continued operation of the Project by the Developer.

**Section 3.6 Assignment of Agreement.** Developer may not assign its rights or obligations under this Agreement, or any portion of them, to a third party without the written consent of the County which consent the County may grant or withhold in its sole and absolute discretion. An assignment of the Developer's rights or obligations under this Agreement, shall not relieve the Developer of liability to the County for the performance of the Developer's obligations under this Agreement unless the County expressly agrees, in writing and in its sole and absolute discretion, to so release the Developer.

**Section 3.7 Real Property Taxes.** The Developer acknowledges that it is obligated under law to pay all real property taxes payable with respect to any part of the Development Property while owned by Developer.

**Section 3.8 Tax Abatement Program.**

(1) The Tax Abatement paid to the Developer shall be in accordance with and subject to the terms and conditions contained in the Abatement Resolution and the Tax Abatement Act.

(2) Commencing with taxes payable during the year 2027, the Tax Abatement shall be for a duration of not to exceed twenty years and shall apply to the lesser of: i) 90% of the amount produced by extending the County's total local tax rate for the applicable year against the total net tax capacity of the Development Property as of January 2 in the prior year, less the total net tax capacity of the Abatement Property as of January 2, 2025; or ii) an amount not to exceed \$20,286.00 annually.

(3) On or before August 1 and February 1 each year commencing August 1, 2027, to and including February 1, 2046, the County shall pay the Developer the amount of the Tax Abatement received by the County in the previous six-month period.

(4) In order to be entitled to the Tax Abatement provided for in this Agreement, the Developer shall not be in default within the County of any of its payment obligations respecting any taxes, assessments, utility charges or other governmental impositions. Notwithstanding the other provisions of this Article, the County shall not have any obligation to the Developer with respect to the Abatement of taxes hereunder if the County, at the time or times such obligation is required, is entitled to exercise any of the remedies set forth in this Agreement as a result of an Event of Default, which has not been cured.

**ARTICLE IV  
EVENTS OF DEFAULT**

**Section 4.1 Events of Default Defined.** The following shall be "Events of Default" under this Agreement and the term "Event of Default" shall mean whenever it is used in this Agreement any one or more of the following events:

(1) Failure by the Developer to timely pay when due the payments required to be paid or secured under any provision of this Agreement or which are otherwise required, including the payment of any ad valorem real property taxes, special assessments, utility



charges or other governmental impositions with respect to the Development Property, the Project or any portion thereof owned by the Developer.

(2) Failure by the Developer to cause the construction of the Project to be completed pursuant to the terms, conditions and limitations of this Agreement.

(3) Failure by the Developer to observe or perform any other material covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement.

(4) If Developer admits in writing of its inability to pay its debts generally as they become due or shall file or be involuntarily named as a debtor in a petition in bankruptcy or shall make an assignment for the benefit of creditors, or shall consent to the appointment of a receiver of itself or of the whole or any substantial part of the Development Property.

(5) If the Developer, on a petition in bankruptcy filed against it, be adjudicated bankrupt, or a court of competent jurisdiction shall enter an order or decree appointing, without the consent of the Developer, a receiver of the Developer or of the whole or substantially all of its property, or approve a petition filed against the Developer seeking reorganization or rearrangement of the Developer under the federal bankruptcy laws, and such adjudication, order or decree shall not be vacated or set aside or stayed within sixty (60) days from the date of entry thereof.

(6) If the Developer is in default under any mortgage and has not entered into a workout agreement with its mortgagee within sixty (60) days after such default.

**Section 4.2 Remedies on Default.** Whenever any Event of Default referred to in Section 4.1 occurs and is continuing, the County, as specified below, in addition to any other remedies or rights given the County under this Agreement, after the giving of thirty (30) days' written notice to the Developer citing with specificity the item or items of default and notifying the Developer that it has thirty (30) days within which to cure said Event of Default, and provided Developer does not cure such Event of Default within such time period, may take any one or more of the following actions:

(1) The County may suspend its performance under this Agreement, including the payment of any Tax Abatement, until it receives assurances from the Developer, deemed adequate by the County, that the Developer will cure its default and continue its performance under this Agreement.

(2) The County may cancel and rescind the Agreement.

(3) The County may take any action, including legal or administrative action, in law or equity, which may appear necessary or desirable to collect any payments due under this Agreement, or to enforce performance and observance of any obligation, agreement, or covenant of the Developer under this Agreement; provided that any exercise by the County of its rights or remedies hereunder shall always be subject to and limited by, and shall not defeat, render invalid or limit in any way the lien of any mortgage authorized by this Agreement; and provided further that should any mortgagee succeed by foreclosure of the

mortgage or deed in lieu thereof in respect to the Developer's interest in the Development Property, the mortgagee shall, notwithstanding the foregoing, be obligated to perform the obligations of the Developer to complete construction of the Project described, and in the manner required hereunder, but only to the extent that the same have not theretofore been performed by the Developer.

(4) The County may withhold any certificate or permit required hereunder.

The notice of an Event of Default required in this Section shall be effective on the date mailed or hand delivered to the Developer.

**Section 4.3 No Remedy Exclusive.** No remedy herein conferred upon or reserved to the County is intended to be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. Except as expressly set forth herein, it shall not be necessary to give notice to exercise a remedy, other than such notice as may be required in this Article.

**Section 4.4 No Implied Waiver.** In the event any obligation contained in this Agreement should be breached by either party hereto and thereafter waived by the other party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder.

**Section 4.5 Agreement to Pay Attorneys' Fees and Expenses.** Whenever any Event of Default occurs and the County shall employ attorneys or incur other expenses for the collection of payments due or for the enforcement or performance or observance of any obligation or agreement on the part of the Developer herein contained, the Developer agrees that it shall, on demand therefore, pay to the County the reasonable fees of such attorneys and such other expenses so incurred by the County.

#### **Section 4.6 Release and Indemnification Covenants.**

(1) The Developer expressly releases from and covenants and agrees to indemnify and hold the County and its officers, agents, servants, employees and all members of the County Council, County planning commission and other County board or commission harmless from and against all claims, costs and liability of every kind and nature, for injury or damage received or sustained by any person or entity to the extent in connection with, or an account of the Project, the Development Property, or the performance of work at the development site and elsewhere pursuant to this Agreement, and further releases such officers employees, agents and members from any personal liability in connection with handling funds pursuant to the terms of this Agreement. The indemnification provided hereunder shall not apply to intentional acts or gross misconduct of the individual or entity so indemnified.

(2) Except for any material misrepresentation or any willful or wanton or gross misconduct of the following named parties, the Developer agree to protect and defend the County and

its officers, agents, servants and employees and all members of the County Council, County planning commission and other County board or commission, now or forever, and further agrees to hold the aforesaid harmless from any claim, demand, action or other proceeding whatsoever by any person or entity whatsoever to the extent arising or purportedly arising from a breach of the obligations of the Developer under (i) this Agreement, or (ii) the transactions contemplated hereby, or (iii) the acquisition, construction, installation, ownership, maintenance and operation of the Project.

(3) The County and its officers, agents, employees and all members of the County Council, County planning commission and other County board or commission shall not be liable for any damages or injury to the persons or property of the Developer or its officers, agents, servants or employees or any other person who may be about the Project due to any act of negligence of any person other than their own.

(4) All covenants, stipulations, promises, agreements, and obligations of the County contained herein shall be deemed to be the covenants, stipulations, promises, agreements and obligations of the County and not of any officer, agent, servant, employee or any members of the County Council, planning commission and other board or commission of the County in the individual capacity thereof.

(5) The Developer is not an agent of the County, and this Agreement shall not be construed as creating a joint venture, partnership or other joint arrangement between the Developer and the County relating to the Project.

## **ARTICLE V ADDITIONAL PROVISIONS**

**Section 5.1 Conflicts of Interest/No Personal Liability.** No member of the governing body or other official or employee of the County shall have any personal interest, direct or indirect, in this Agreement, nor shall any such member, official or employee participate in any decision relating to the Agreement which affects his or her personal interests or the interests of any corporation, partnership or association in which he or she is directly or indirectly interested. No member, official or employee of the County shall be personally liable to the Developer in the event of any default or breach by the County or for any amount that may become due to the Developer for any obligations under the terms of this Agreement.

**Section 5.2. Non-Discrimination.** Developer shall not violate any law applicable to it with respect to civil rights and non-discrimination including, without limitation, Minnesota Statutes, Section 181.59.

**Section 5.3. No Merger.** None of the provisions of this Agreement are intended to be or shall be merged by reason of any deed transferring any interest in any part of the Development \_ Property and any such deed shall not be deemed to affect or impair the provisions of this Agreement.

**Section 5.4. Responsibility for Costs.** Developer shall be responsible for the following costs incurred with respect to this Agreement, which costs shall be paid as set forth below:



(1) The Developer shall reimburse the County for reasonable, administrative, and out-of-pocket costs, expenses and disbursements incurred in the enforcement of this Agreement, including engineering and attorney's fees.

(2) The Developer shall pay in full all bills submitted to it by the County within thirty (30) days after receipt. If the bills are not paid on time, the County may without further notice to Developer exercise any one or more of the remedies provided to the County by Article IV hereunder.

**Section 5.5 Notices and Demands.** Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

(1) in the case of the Developer is addressed to or delivered personally to:

Bunker Hills Housing of Aitkin, LLC  
Attn: James Illies  
175 7<sup>th</sup> Avenue South  
Waite Park, MN 56387

(2) in the case of the County is addressed to or delivered personally to:

County of Aitkin  
Attn: County Administrator  
307 Second Street NW  
Aitkin, MN 56431

or at such other address with respect to any such party as that party may, from time to time, designate in writing and forward to the other, as provided in this Section.

**Section 5.6 Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

**Section 5.7 Duration.** This Agreement shall remain in effect through February 1, 2046, unless earlier terminated or rescinded in accordance with its terms.

**Section 5.8 Provisions Surviving Rescission or Expiration.** Sections 4.5 and 4.6 shall survive any rescission, termination, or expiration of this Agreement with respect to or arising out of any event, occurrence or circumstance existing prior to the date thereof.

**Section 5.9 Data Practices.** The parties acknowledge that this Agreement is subject to the requirements of Minnesota's Government Data Practices Act, Minnesota Statutes, Section 13.01 et seq.

#### **Section 5.10 Rules of Interpretation.**

(1) *Governing Law.* This Agreement shall be interpreted in accordance with and governed by the laws of the State of Minnesota,

(2) *Includes Entire Agreement.* The words "herein" and "hereof" and words of similar import, without reference to any particular section or subdivision refer to this Agreement as a whole rather than any particular section or subdivision hereof.

(3) *Original Sections.* References herein to any particular article, section, or paragraph hereof are to the section or subdivision of this Agreement as originally executed.

(4) *Headings.* Any headings, captions, or titles of the several parts, articles, sections, and paragraphs of this Agreement are inserted for convenience and reference only and shall be disregarded in construing or interpreting any of its provision,

(5) *Conflict Between Agreements.* In the event of any conflict between the terms, conditions and provisions of this Agreement and the terms, conditions and provisions of any other instrument, the terms, conditions and provisions of this Agreement shall control and take precedence.

(6) *Entire Agreement.* This Agreement including any Schedules and Exhibits hereto contain the entire agreement of the parties relating to the subject matter herein, and no other prior or contemporary agreements, oral or written, shall be binding upon the parties hereto.

(7) *Binding Effect.* This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns as provided and as conditioned in this Agreement.

*(Remainder of this page left blank intentionally)*

IN WITNESS WHEREOF, the County has caused this Agreement to be duly executed in its name and on its behalf and the Developer has caused this Agreement to be duly executed in its name and on its behalf: on or as of the date first above written.

COUNTY OF AITKIN, MINNESOTA

By \_\_\_\_\_

By \_\_\_\_\_

BUNKER HILLS HOUSING OF AITKIN, LLC

\_\_\_\_\_

Exhibit A

Legal Description of Development Property

**PID NO. 56 1-179500**

WLB1  
7/28/25

3:57PM

# Aitkin County



**2J**

Audit List for Board

**COMMISSIONER'S VOUCHERS ENTRIES**

Page 1

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

WLB1

7/28/25

3:57PM

# Aitkin County



Audit List for Board

## COMMISSIONER'S VOUCHERS ENTRIES

Page 2

1 General Fund

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	1,539.14	5 Transactions
89471	Aitkin Co 4-H Council	200.00	1 Transactions
89856	Aitkin Co Agricultural Society	4,618.30	1 Transactions
111	Aitkin Co Soil & Water	129,165.50	2 Transactions
11416	Aitkin County CARE, Inc	140.00	1 Transactions
117	Aitkin County Sheriff	20,000.00	1 Transactions
86222	Aitkin Independent Age	340.00	4 Transactions
9561	Amazon Business	2,235.26	13 Transactions
5658	Amerigas	198.11	1 Transactions
14563	Anoka County Corrections	11,450.25	1 Transactions
9138	ASAP Towing	250.00	1 Transactions
7053	Bill's Sportsman's Service	100.00	1 Transactions
15151	Breitbarth/Chaplain Steve	244.30	1 Transactions
783	Canon Financial Services, Inc	662.74	4 Transactions
10083	Cedarbrook Lumber Comp	5,078.63	3 Transactions
999999000	CHRISTEN/NATHAN	300.00	1 Transactions
15142	Christensen/Charles	136.00	2 Transactions
12169	Coast to Coast Calibrations Inc.	782.50	1 Transactions
88880	Datacomm Computers & Networks Inc	69.00	1 Transactions

WLB1

7/28/25

3:57PM

# Aitkin County



Audit List for Board

## COMMISSIONER'S VOUCHERS ENTRIES

Page 3

1 General Fund

Vendor No.	Name	Amount	
11051	Department of Human Services	420.74	1 Transactions
1682	Fishers Resort	56.70	1 Transactions
10426	Grainger	159.36	1 Transactions
9184	Hunter/Katie	110.22	2 Transactions
2340	Hyytinen Hardware Hank	962.61	7 Transactions
88628	Imperial Dade	2,581.46	2 Transactions
2375	Intoximeters Inc	638.55	1 Transactions
4812	JC32 Teamsters H&W Fund	35,442.00	4 Transactions
999999000	JOHNSTON/MARK	200.00	1 Transactions
14832	Kulifaj / Stephen	233.20	2 Transactions
11990	Lange/David	179.60	2 Transactions
9686	MAAP	170.00	1 Transactions
6108	MACO	35.00	1 Transactions
999999000	MARSCHER/DONNA	250.00	1 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	453.95	1 Transactions
9692	Minnesota Energy Resources Corporation	1,265.72	4 Transactions
86290	Mn Counties Information Systems	43,208.00	8 Transactions
10412	O'Reilly Auto Parts	22.20	1 Transactions
13638	OMG National	652.28	1 Transactions
3789	Pan-O-Gold Baking Company	169.48	2 Transactions

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor No.	Name	Amount	
9808	Performance Foodservice	2,984.66	2 Transactions
9108	Pictometry International Corp	82,670.49	1 Transactions
3950	Public Utilities	6,032.11	5 Transactions
13722	Quadient (Treasurer)	3,532.76	1 Transactions
3987	Ramsey County Medical Examiner	1,711.00	1 Transactions
11538	RCB Collections Range Credit Bureau Inc	15.00	1 Transactions
9489	Redwood Toxicology Laboratory, Inc	24.96	1 Transactions
999999000	SCHADE/JASON	150.00	1 Transactions
4400	Security State Bank	33,000.00	1 Transactions
10706	Sentry Security Fasteners, Inc.	2,204.80	1 Transactions
4412	Sherburne County Sheriff's Office	80.00	1 Transactions
86944	Sheriff Crow Wing County	80.00	1 Transactions
10879	Shred-It	221.58	1 Transactions
13424	Sonnee/Dennise J	115.20	2 Transactions
999999000	STUTTGEN/CHRIS	700.00	1 Transactions
10455	Temco	575.00	1 Transactions
10707	That's Great News	314.21	1 Transactions
86235	The Office Shop Inc	324.01	6 Transactions
13934	The Tire Barn	1,307.33	5 Transactions
10930	Tidholm Productions	253.65	1 Transactions

Vendor No.	Name	Amount			
10693	Wagner/Erika	259.72	2 Transactions		
10005	Watson/Linda	10.00	1 Transactions		
10895	Westerlund/Laurie Ann	405.16	1 Transactions		
5056	Western Lake Superior Sanitary	6,285.09	1 Transactions		
9302	WEX Bank	10,812.94	2 Transactions		
5128	Widseth Smith & Nolting Inc	3,430.00	1 Transactions		
1 Fund Total:		422,220.47	General Fund	65 Vendors	132 Transactions



Vendor No.	Name	Amount			
9561	Amazon Business	149.97	1 Transactions		
9344	Foremost Promotions	1,600.00	1 Transactions		
88703	Positive Promotions	755.85	1 Transactions		
2 Fund Total:		2,505.82	Reserves Fund	3 Vendors	3 Transactions

WLB1

7/28/25

3:57PM

# Aitkin County



3 Road &amp; Bridge

Audit List for Board

## COMMISSIONER'S VOUCHERS ENTRIES

Page 7

Vendor No.	Name	Amount	
14943	1ST AYD CORPORATION	869.72	6 Transactions
195	Aitkin Tire Shop	1,382.00	4 Transactions
9561	Amazon Business	101.67	5 Transactions
7916	AT&T Mobility (R&B)	38.23	1 Transactions
13911	BERT'S TRUCK EQUIPMENT OF MOORHEAD	304,228.00	2 Transactions
9659	Brinks Wetland Services LLC	7,000.00	1 Transactions
783	Canon Financial Services, Inc	192.60	1 Transactions
12003	Carlson/Matt	2,434.30	10 Transactions
163	Charter Communications Holdings (R&B)	143.13	1 Transactions
14887	Cintas Corporation	33.72	3 Transactions
5893	CTC - 446126	350.00	1 Transactions
13086	DSC Communications	769.00	6 Transactions
10285	Duluth Archaeology Center LLC	2,243.11	1 Transactions
7935	East Central Energy	155.34	2 Transactions
12181	Fleet Pride, Inc.	2,205.88	2 Transactions
999999000	FRINK/LEIGH	500.00	1 Transactions
2089	Heartland Tire Inc	1,216.12	3 Transactions
10704	HOOVER/CHASE TYLER	1,000.00	2 Transactions
10705	HOOVER/COLE DILLON	1,000.00	2 Transactions

WLB1

7/28/25

3:57PM

# Aitkin County



3 Road &amp; Bridge

Audit List for Board

## COMMISSIONER'S VOUCHERS ENTRIES

Page 8

Vendor No.	Name	Amount	
2340	Hyytinen Hardware Hank	194.08	6 Transactions
10295	Knife River Corporation	278,954.76	33 Transactions
91187	Lake Country Power	383.34	5 Transactions
9486	Larson Plumbing & Heating of Aitkin Inc.	184.80	1 Transactions
2941	M R Sign Co Inc	3,362.00	2 Transactions
15300	MCGREGOR ACE HARDWARE	29.80	2 Transactions
3100	McGregor Oil	1,462.73	1 Transactions
10708	MEISTER ENVIRONMENTAL, LLC	7,000.00	1 Transactions
12927	Midwest Machinery Co.	919.96	4 Transactions
3160	Mille Lacs Energy Coop-Albert Lea	1,755.29	13 Transactions
9692	Minnesota Energy Resources Corporation	60.56	1 Transactions
8436	Northland Parts	13.28	1 Transactions
10720	Nuss Truck Group Inc	1,226.46	3 Transactions
10412	O'Reilly Auto Parts	21.08	2 Transactions
14861	Parman Energy Group	3,171.70	15 Transactions
15211	Quality Disposal Systems Inc	77.22	1 Transactions
4070	Riley Auto Supply	585.85	4 Transactions
14812	SCI Broadband/Savage Communications	155.63	1 Transactions
86235	The Office Shop Inc	220.54	1 Transactions
9617	Timber Lakes Septic Service, Inc.	235.00	1 Transactions

**3** Road & Bridge

Audit List for Board

**COMMISSIONER'S VOUCHERS ENTRIES**

Vendor No.	Name	Amount	
12788	Timmer Implement of Aitkin	3,460.08	8 Transactions
8364	Towmaster	1,461.00	2 Transactions
6097	Verizon Wireless	451.57	1 Transactions
9642	WEX BANK - Highway Dept	3,984.38	29 Transactions
5128	Widseth Smith & Nolting Inc	3,205.00	1 Transactions
999999000	WILL/GREG	500.00	1 Transactions
999999000	WROBEL/LAWRENCE	500.00	1 Transactions
5295	Ziegler Inc	581.87	3 Transactions
<b>3 Fund Total:</b>		<b>640,020.80</b>	<b>Road &amp; Bridge 47 Vendors 198 Transactions</b>



Vendor No.	Name	Amount			
9562	Advanced Business Methods, Inc.	273.76	2 Transactions		
9985	METAL CULVERTS, INC	15,242.60	1 Transactions		
12927	Midwest Machinery Co.	1,435.45	1 Transactions		
10412	O'Reilly Auto Parts	22.20	1 Transactions		
3950	Public Utilities	296.03	1 Transactions		
12788	Timmer Implement of Aitkin	41.61	1 Transactions		
10 Fund Total:		17,311.65	Trust	6 Vendors	7 Transactions

Vendor No.	Name	Amount			
2099	Harmon/Elizabeth	32.88	1 Transactions		
15370	Sullivan Jr/Barry D	5,000.00	1 Transactions		
86235	The Office Shop Inc	4.10	2 Transactions		
11 Fund Total:		5,036.98	Forest Development	3 Vendors	4 Transactions

# Aitkin County



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

Vendor No.	Name	Amount			
999999000	BRUESS/TYLER	38.00	1 Transactions		
999999000	JUTTING/TODD	1,853.00	1 Transactions		
999999000	LINDSTROM/KAREN	50.20	1 Transactions		
13 Fund Total:		1,941.20	Taxes & Penalties	3 Vendors	3 Transactions

Vendor No.	Name	Amount			
9562	Advanced Business Methods, Inc.	188.75	2 Transactions		
9561	Amazon Business	221.69	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc	177.00	1 Transactions		
10702	Osprey Wilds Environmental Learning Ctr	2,500.00	1 Transactions		
3810	Paulbeck's County Market	24.24	1 Transactions		
10076	PFS Minnesota	1,505.87	1 Transactions		
14812	SCI Broadband/Savage Communications	653.85	1 Transactions		
9287	The Teehive LLC	1,106.00	3 Transactions		
4968	Upper Lakes Foods, Inc	596.23	1 Transactions		
19 Fund Total:		6,973.63	Long Lake Conservation Center	9 Vendors	12 Transactions



Vendor No.	Name	Amount			
13725	Beartooth Hardware Inc	246.65	11 Transactions		
2763	Countryside Sanitation, LLC	422.37	1 Transactions		
1430	Dotzler Power Equipment	63.94	2 Transactions		
10479	Eagle Country Snowmobile & ATV Club	1,192.00	1 Transactions		
1818	Glen's Sign Design	360.00	3 Transactions		
9354	Kangas Enterprise, Inc	285.00	1 Transactions		
12927	Midwest Machinery Co.	25.95	2 Transactions		
9109	Nelson Sanitation & Rental, Inc.	84.00	1 Transactions		
9491	Nistler/Tony	3,510.00	1 Transactions		
10412	O'Reilly Auto Parts	9.99	1 Transactions		
3950	Public Utilities	555.23	2 Transactions		
10455	Temco	37.04	1 Transactions		
9617	Timber Lakes Septic Service, Inc.	525.00	3 Transactions		
21 Fund Total:		7,317.17	Parks	13 Vendors	30 Transactions
Final Total:		1,103,327.72	149 Vendors	389 Transactions	

# Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	422,220.47	General Fund
2	2,505.82	Reserves Fund
3	640,020.80	Road & Bridge
10	17,311.65	Trust
11	5,036.98	Forest Development
13	1,941.20	Taxes & Penalties
19	6,973.63	Long Lake Conservation Center
21	7,317.17	Parks
All Funds	1,103,327.72	Total

Approved by,

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# Board of County Commissioners Agenda Request

## 2K

Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Approve affidavit of Duplicate of Lost Warrant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sara Math		<b>Department:</b> ACHHS Accounting
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Approve affidavit of Duplicate of Lost Municipal Order or Warrant: Arrows Family Services, warrant number 114498 dated May 16, 2025, in the amount of \$280.00		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Arrows Family Services, warrant number 114498 dated May 16, 2025, in the amount of \$280.00		
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div>Is there a cost associated with this request?</div><div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div></div> <div style="display: flex; justify-content: space-between;"><div>What is the total cost, with tax and shipping? \$</div><div></div></div> <div style="display: flex; justify-content: space-between;"><div>Is this budgeted?</div><div><input type="checkbox"/> Yes <input type="checkbox"/> No</div><div>Please Explain:</div></div>		

AITKIN COUNTY

AFFIDAVIT OF FAILURE TO RECEIVE WARRANT

Made Pursuant to Minnesota Statutes, Section 16A.46



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

State of Minnesota County of Aitkin

Name: Arrows Family Services  
(AFFIANTS NAME: INDIVIDUAL OR NAME OF BUSINESS)

Officer's Name: Shannon Wegner Officer Title: Executive Director  
(IF NOT BUSINESS, LEAVE BLANK)

Address: 160 3rd Ave NW, Milaca, MN 56343  
(CURRENT ADDRESS - THE ADDRESS THE NEW PAYMENT WILL BE MAILED TO)

Aitkin County Warrant Number: 114498 for supervised visitaton  
(INSERT INVOICE OR VOUCHER INFORMATION)

Issued 05/16/25, to Arrow Family Services  
(INSERT DATE OF WARRANT) (INSERT NAME ON THE ORIGINAL WARRANT)

160 3rd Ave NW, Milaca, MN 56343  
(INSERT MAILING ADDRESS ON THE ORIGINAL WARRANT)

In the amount of Two hundred eighty dollars (\$ 280.00 ) Dollars,

☒ was never received by claimant  
☐ was received by claimant in the usual course of business; that \*

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

If the original warrant ever comes into claimant's possession, said warrant will be promptly returned, in the same condition as when received, to AITKIN COUNTY HEALTH & HUMAN SERVICES, Attn: Accounting Department, 204 1st Street NW, Aitkin MN 56431, and that claimant will reimburse the County for any loss which may be sustained by reason of any false statement, fault, or act on claimant's part concerning the aforesaid matter; and, that this affidavit is made for the purpose of securing the issuance of a duplicate warrant in the aforesaid amount.

Notary Public:  
Subscribed and sworn to before me this  
day of July, 29 2025

Patricia A. Ludwig  
NOTARY PUBLIC SIGNATURE

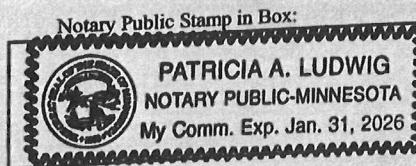
My commission expires Jan 31 2026

STATE OF: MN  
COUNTY OF: Sherburne

You must sign this affidavit before a Notary Public:

Shannon Wegner Executive Director  
(Signature and Title of Affiant)

(Signature and Title of Affiant)



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

Aitkin County Health & Human Services - Attn: Accounting Department  
204 1st Street NW, Aitkin MN 56431  
Email: [accounting@aitkincountymn.gov](mailto:accounting@aitkincountymn.gov)

Save Report Options?: N

# Aitkin County



Vendor	<u>Name</u>	<u>Amount</u>			
10553	ACM, LLC	8,452.63	1	Transactions	
10316	CASPER CONSTRUCTION INC	114,075.29	2	Transactions	
9741	REDSTONE CONSTRUCTION, LLC	165,848.15	1	Transactions	
3 Fund Total:		288,376.07	Road & Bridge		3 Vendors
Final Total:		288,376.07	3 Vendors		4 Transactions

# Aitkin County

Audit List for Board

**AUDITOR'S VOUCHERS ENTRIES**



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	288,376.07	Road & Bridge
All Funds	288,376.07	Total

Approved by,

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WLB1  
7/30/25 3:40PM

1 General Fund

# Aitkin County



2M

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

Vendor		<u>Name</u>	<u>Amount</u>	
		<u>No.</u>		
5462		Bremer Bank (Elan ACH)	3,319.49	14 Transactions
1 Fund Total:			3,319.49	General Fund    1 Vendors    14 Transactions



WLB1  
7/30/25 3:40PM

# Aitkin County



Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	509.64	2 Transactions		
<b>2 Fund Total:</b>		<b>509.64</b>	<b>Reserves Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

WLB1  
7/30/25 3:40PM  
10 Trust

# Aitkin County



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

Vendor		<u>Name</u>	<u>Amount</u>			
		<u>No.</u>				
5462		Bremer Bank (Elan ACH)		85.00	1 Transactions	
10 Fund Total:			85.00	Trust	1 Vendors	1 Transactions

WLB1  
7/30/25 3:40PM  
19 Long Lake Conservation Cen

# Aitkin County



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

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	1,165.76	2 Transactions		
<b>19 Fund Total:</b>		<b>1,165.76</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>		<b>5,079.89</b>	<b>4 Vendors</b>	<b>19 Transactions</b>	

WLB1  
7/30/25 3:39PM  
5 Health & Human Services

# Aitkin County



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

Page 2

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	97.50		4 Transactions	
<b>5 Fund Total:</b>		<b>97.50</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>4 Transactions</b>
<b>Final Total:</b>		<b>97.50</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,319.49	General Fund
2	509.64	Reserves Fund
10	85.00	Trust
19	1,165.76	Long Lake Conservation Center
<b>All Funds</b>	<b>5,079.89</b>	<b>Total</b>

Approved by,

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# Aitkin County

Audit List for Board

**MANUAL WARRANTS/VOIDS/CORRECTIONS**



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	97.50	Health & Human Services
All Funds	97.50	Total

Approved by,

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Total Elan pd 7.17.25 = \$5177.39

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

Save Report Options?: Y

## Opioid Remediation Settlement

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
10709	AIM VCET	32,900.00	1 Transactions
88284	Aitkin Co Recorder	13.00	1 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	110.68	6 Transactions
9177	BAYLISS/KELLI	185.00	1 Transactions
9593	Boser/Alissa	1,805.54	7 Transactions
10142	Campbell/Leigh	185.00	1 Transactions
11051	Department of Human Services	7,372.74	10 Transactions
9682	DREWES/VICKI	185.00	1 Transactions
12098	DRUAR/TAWNY	185.00	1 Transactions
6111	Ekelund/Gordon	185.00	1 Transactions
11908	FIXSEN/FRED	185.00	1 Transactions
12094	FLIER/AMANDA	86.52	1 Transactions
10580	Fossum/Jozee	64.42	3 Transactions
10652	Gilb/Zachary	178.15	3 Transactions
10710	Heinecke/Pamela K. G.	2,500.00	3 Transactions
10415	Heins/Darla	185.00	1 Transactions
10539	Henderson/Amy	161.00	1 Transactions
12695	HENKE/JENNIFER	20.51	1 Transactions
14437	Hinsz/Kimberly	60.24	2 Transactions
10456	King/Miranda	79.27	2 Transactions
10515	Kliber/Kurt	185.00	1 Transactions
10641	Lewis/Evan	185.00	1 Transactions
10182	Loeffelholz/Keith	185.00	1 Transactions
9804	MAYER/PAT	174.00	1 Transactions
9182	MCPMAHON/ANNE K	185.00	1 Transactions
15291	Members Cooperative Credit Union	47.50	1 Transactions
9692	Minnesota Energy Resources Corporation	46.35	3 Transactions
14877	NEMITZ/BILINDA	340.58	3 Transactions
13296	NORDQUIST/JOHN	185.00	1 Transactions
87101	North Homes-Standard	17,216.70	1 Transactions
10401	Olson/Shelley	185.00	1 Transactions
9135	Peysar/Lois	460.34	4 Transactions
3950	Public Utilities	2,457.77	3 Transactions
10657	Quadient (HHS)	45.60	3 Transactions
12010	RADUENZ/ RODNEY	185.00	1 Transactions
9489	Redwood Toxicology Laboratory, Inc	264.57	11 Transactions



crs1

7/31/25

11:25AM

Health & Human Services

# Aitkin County

Audit List for Board

**AUDITOR'S VOUCHERS ENTRIES**



Page 3

Vendor   Name

<u>No.</u>		<u>Amount</u>	
9178	Ross/Amy	253.72	2 Transactions
9127	RUSCHMEIER/JEFF A	185.00	1 Transactions
10538	Schwagel/Mary	185.00	1 Transactions
14811	Seguin/Cathy	185.00	1 Transactions
10671	Selander Coaching and Consulting	4,465.00	1 Transactions
10698	Stericycle,Inc	150.50	4 Transactions
11728	Tuil/Jennifer	183.00	1 Transactions
10601	Ukutegebe/Zachariah	370.00	2 Transactions
9268	VFW Post 1727, Roberts-Glad Post 1727	2,650.00	3 Transactions
5128	Widseth Smith & Nolting Inc	10,858.05	3 Transactions
10659	Zapf/Joan	185.00	1 Transactions

**Final Total .....**

**88,665.75**

**47 Vendors**

**105 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	51,270.65	Health & Human Services
25	37,365.00	Opioid Remediation Settlement
All Funds	88,665.75	Total

Approved by,

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# Board of County Commissioners Agenda Request

**20**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** MnCCC Board Ratification Statement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> James P. Ratz		<b>Department:</b> Attorney's Office
<b>Presenter (Name and Title):</b> James P. Ratz		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> <p>Requesting a resolution authorizing the Aitkin County Attorney to enter a three year agreement from January 1, 2026 through December 31, 2028 with Strategic Technologies Inc. (STI), to receive support and other services for the Minnesota County Attorney Practice System (MCAPS) program.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve authorizing Aitkin County Attorney to enter a three year agreement and Board Chair signature on MnCCC Board Ratification Statement.		
<b>Financial Impact:</b> <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 18,250</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p>		



## BOARD RATIFICATION STATEMENT

The Board of \_\_\_\_\_ has ratified the RENEWAL OF THE PROFESSIONAL SERVICES AGREEMENT BETWEEN MINNESOTA COUNTIES COMPUTER COOPERATIVE and STRATEGIC TECHNOLOGIES INCORPORATED for the maintenance and support of MCAPS.

The Agreement will be effective January 1, 2026 through December 31, 2028. This Agreement commits the participating members for the term of the contract and the financial obligations associated with this contract.

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

*Please sign and return to [Lisa@mnccc.gov](mailto:Lisa@mnccc.gov). Thank you.*



## Renewal Agreement

Pursuant to Article VII.A.2, the parties hereby enter into this Agreement to Renew with the following terms. Except for the terms stated herein, all terms of the original agreement and its attachments shall remain in effect.

- A. Term of Agreement.** The term of this Agreement shall be 3 years, from January 1, 2026, through December 31, 2028.
- B. Development Hours.** Enhancements and Modernization activities shall be accomplished through the use of Development Hours, with priority given to Modernization of software infrastructure projects. The Executive Committee shall authorize the use of Development Hours for projects, unless they otherwise delegate that authority.
- C. Support Hours.** If the total support hours in any quarter exceeds one-quarter of the total support hours, STI will be compensated for the additional hours on a time and materials basis in quarter-hour increments computed at the hourly rate for billable work for that year. At the discretion of the MCAPS Executive Committee, support overages may also be charged against the Development Hours. If the total support hours in any quarter is less than one-quarter of the total support hours, MnCCC will receive an hour-for-hour credit up to 20% of the quarterly support hours, rounded up to the next whole hour. These hours will be banked and may be used toward future support overages, converted to Development Hours, or the value at the hourly rate for billable work for the year in which they were accumulated may be applied to reduce the first quarter support payment in the following year.
- D. Attorney Count.** The attorney count for each year shall be based on the survey count from the preceding year.
- E. Fee Schedule.** The parties agree to the following fee schedule during the term of this Agreement, which may be further modified by mutual written agreement of the parties at any time during the term of the agreement: .

**2026 - Hourly Rate for Billable Work: \$207.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$487,625.00	\$121,906.25	2,350	1,600	400	750
<b>140-189</b>	\$498,000.00	\$124,500.00	2,400	1,600	400	800
<b>190-239</b>	\$512,110.00	\$128,027.50	2,468	1,648	412	820
<b>240-289</b>	\$563,155.00	\$140,788.75	2,714	1,808	452	906
<b>300-339</b>	\$598,845.00	\$149,711.25	2,886	1,924	481	962

**2027 - Hourly Rate for Billable Work: \$212.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$499,375.00	\$124,843.75	2,350	1,600	400	750
<b>140-189</b>	\$510,000.00	\$127,500.00	2,400	1,600	400	800
<b>190-239</b>	\$524,450.00	\$131,112.50	2,468	1,648	412	820
<b>240-289</b>	\$576,724.00	\$144,181.00	2,714	1,808	452	906
<b>300-339</b>	\$613,275.00	\$153,318.75	2,886	1,924	481	962

**2028 - Hourly Rate for Billable Work: \$217.50**

Attorney Count	FEES		HOURS			
	Annual Support	Quarterly Support	Total	Annual Support	Quarterly Support	Annual Development
<b>100-139</b>	\$511,125.00	\$127,781.25	2,350	1,600	400	750
<b>140-189</b>	\$522,000.00	\$130,500.00	2,400	1,600	400	800
<b>190-239</b>	\$536,790.00	\$134,197.50	2,468	1,648	412	820
<b>240-289</b>	\$590,295.00	\$147,573.75	2,714	1,808	452	906
<b>300-339</b>	\$624,705.00	\$156,176.25	2,886	1,924	481	962

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate or counterpart originals, all of which when taken together shall constitute a single original agreement, entered into by their respective undersigned duly authorized representatives, and intending to be bound thereby.

STRATEGIC TECHNOLOGIES INC.

By: Carl J. Thelen  
 Title: President  
 Date: 5/7/2025

MnCCC

By: [Signature]  
 Title: Board Chair  
 Date: \_\_\_\_\_

By: [Signature]  
 Title: Executive Director  
 Date: June 4, 2025

By: [Signature]  
 Title: User Group Chair  
 Date: 6/19/25



# Board of County Commissioners Agenda Request

2P

Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** OJP Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> James P. Ratz		<b>Department:</b> Attorney's Office
<b>Presenter (Name and Title):</b> James P. Ratz		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Signature for fiscal year 2026 grant that funds the majority of the Crime Victim Coordinator salary/program. The OJP grant monies help fund the Aitkin County Crime Victim Services Program.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Board Chair signature on Resolution Authorizing execution of Agreement.		
<b>Financial Impact:</b> <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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

## RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that Aitkin County will enter into a  
(Name of your organization)  
cooperative agreement with the Office of Justice Programs in the  
Minnesota Department of Public Safety.

James Ratz is hereby authorized to execute  
(Title of authorized official)  
such agreements and amendments, as are necessary to implement  
the project on behalf of Aitkin County.  
(Name of your organization)

I certify that the above resolution was adopted by the \_\_\_ Board of  
Commissioners of Aitkin County on  
(Executive Body) (Name of your organization)  
\_\_\_\_\_.  
(Date)

SIGNED:

WITNESSETH:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)





# Board of County Commissioners Agenda Request

**2Q**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Affidavit of Duplicate of Lost Warrant - Johnson

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Chris Springer		<b>Department:</b> ACHHS Accounting
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Approve affidavit for Duplicate of Lost Municipal Order of Warrant: Melissa Johnson, warrant number 113699 dated March 8, 2024, in the amount of \$450.00.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Melissa Johnson, warrant number 113699 dated March 8, 2024, in the amount of \$450.00.		
<b>Financial Impact:</b> 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>		

AITKIN COUNTY

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



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

State of Minnesota County of Aitkin  
Name: Missy Johnson  
(AFFIANT'S NAME: INDIVIDUAL OR NAME OF BUSINESS)

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

Address: 64291 100th Ave Jacobson MN 55752  
(CURRENT ADDRESS - THE ADDRESS THE NEW PAYMENT WILL BE MAILED TO)

Aitkin County Warrant Number: 113699 for Rept Care 3-8-2024  
(INSERT INVOICE OR VOUCHER INFORMATION)

Issued 3/8/2024, to \_\_\_\_\_  
(INSERT DATE OF WARRANT) (INSERT NAME ON THE ORIGINAL WARRANT)

(INSERT MAILING ADDRESS ON THE ORIGINAL WARRANT)

In the amount of Four hundred fifty dollars (\$ 450.00) Dollars,

☒ was never received by claimant

☐ was received by claimant in the usual course of business; that \*

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

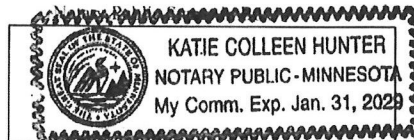
If the original warrant ever comes into claimant's possession, said warrant will be promptly returned, in the same condition as when received, to AITKIN COUNTY AUDITOR'S OFFICE, 307 2<sup>nd</sup> Street NW, Room 121, Aitkin MN 56431, and that claimant will reimburse the County for any loss which may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

Notary Public:  
Subscribed and sworn to before me this  
day of July 30, 2025  
[Signature]  
NOTARY PUBLIC SIGNATURE

My commission expires Jan 31, 29

STATE OF: Minnesota  
COUNTY OF: Aitkin

You must sign this affidavit before a Notary Public:  
[Signature]  
(Signature and Title of Affiant)  
\_\_\_\_\_  
(Signature and Title of Affiant)



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



# Board of County Commissioners Agenda Request

**2R**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** App for Temporary On Sale Liquor License - Jacobson Volunteer Fire Dept

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Christy M. Bishop		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Jacobson Volunteer Fire Dept Application for Temporary On Sale Liquor License for event on August 23, 2025.  Event will take place at Jacobson Landing Recreation Area - 68447 198th Ave Jacobson , MN 55752		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> To approve the Temporary On-Sale Liquor License for Jacobson Volunteer Fire Dept for August 23, 2025		
<b>Financial Impact:</b> <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 <span style="float: right;"><i>Please Explain:</i></span>		

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

**ADOPTED August 12, 2025**

By Commissioner: xxx

**20250812-xxx**

**Temporary On-Sale Liquor License - Jacobson Volunteer Fire Dept**

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners approves a Temporary **On-Sale Liquor License** for August 23, 2025

Jacobson Volunteer Fire Dept – Ball Bluff Township – Event taking place at Jacobson Landing Recreation Area Park 68447 198<sup>th</sup> Ave Jacobson, MN 55752

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

xxx MEMBERS PRESENT

All Members Voting xxx

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

I, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of August, 2025**

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request

**2S**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Direct purchase of tax-forfeited land - Matt Huseby

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Dennis (DJ) Thompson		<b>Department:</b> Land
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Matt Huseby has requested the direct purchase of tax-forfeited parcel 57-1-073003 (.1 acres) described as:  HILL CITY REALTY COS FOURTH ADDITION E 32 FT OF W 250 FT OF LOT 5 & E 32 FT OF W 250 FT OF N 10 FT OF LOT 3 Section 14, Township 52, Range 26  At its October 22, 2024 meeting, the Aitkin County Board of Commissioners passed a motion for the Land Commissioner to seek special legislation to allow for the private sale of this parcel.  In 2025, Senator Farnsworth and Representative Igo authored legislation for such a purpose.  Minnesota State Legislature enacted legislation during the 94th Legislature, S.F. 3, Article 5, Section 3 which permits the direct sale of this tax forfeited parcel.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution for the sale of parcel 57-1-073003 to Matt Huseby.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

**ADOPTED August 12, 2025**

By Commissioner: xxx

**20250812-xxx**

**Direct Sale of Tax-Forfeited Land to Matt Huseby**

**WHEREAS**, Matt Huseby has requested to purchase the following tax-forfeited parcel:

Parcel 57-1-073003 (.1 acres) described as HILL CITY REALTY COS FOURTH ADDITION  
E 32 FT OF W 250 FT OF LOT 5 & E 32 FT OF W 250 FT OF N 10 FT OF LOT 3  
SECTION 14, TOWNSHIP 52, RANGE 26

**WHEREAS**, on October 22, 2024 the Aitkin County Board of Commissioners passed a motion for the Land Commissioner to seek special legislation to allow for the private sale of this parcel.

**WHEREAS**, the Minnesota State Legislature enacted legislation during the 94<sup>th</sup> Legislature, S.F. 3, Article 5, Section 3 which permits the direct sale of this tax forfeited parcel,

**THEREFORE, BE IT RESOLVED**, that the Aitkin County Board of Commissioners authorizes the Land Commissioner's Office to proceed with the sale of such land.

**BE IT FURTHER RESOLVED**, that the land exchanged is subject to zoning ordinances adopted by the County Board and that all lands are subject to highway and utility easements.

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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request

**2T**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Set Terms, Price, Date, and Time of Land Sale

<input type="checkbox"/> REGULAR AGENDA  <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> Dennis (DJ) Thompson		<b>Department:</b> Land
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  The attached resolution sets the terms, price, date, and time of the next tax forfeited land auction that will have the following parcel listed for sale:  PID# 49-0-026301 SW NE Less W 330 ft S of Hwy & Less Part N of Hwy Section 17, Township 52, Range 25  Auction is set for September 5, 2025 at 1:00 p.m. at the Government Center Board Room. The auction will consist of this tract that forfeited prior to 2016, and 9 tracts that forfeited between 2016 and 2023.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution setting the terms, price, date, and time for the land sale.		
<b>Financial Impact:</b> <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 <span style="float: right;"><i>Please Explain:</i></span>		

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Tax Forfeited Land Sale**

**WHEREAS**, the classification of the following county owned and tax forfeited land to be offered for sale has been made by the County Board in accordance with Minnesota Statutes 282, and

**WHEREAS**, a public hearing was held in Aitkin County regarding the classification of the attached land and classified it as Non-Conservation, and

**WHEREAS**, the County Board has made appraisals of the land classified as non-conservation and of the timber and timber products thereon, and has made appraisal of timber and buildings on such land, and a list of such land and timber, timber only and of buildings so appraised has been filed with the County Auditor for the purpose of offering land, timber and buildings, so listed, for sale at not less than the appraised value of the land, timber, and buildings combined, with said appraisals of each property following, and

**WHEREAS**, the County Board is by law designated with authority to provide for the sale of such lands on terms:

**NOW, THEREFORE BE IT RESOLVED**, that such parcels shall be sold on the following terms, to wit: The land and improvements are being sold AS IS and the County makes no warranties as to the condition of any buildings, wells, septic systems, soils, roads, or any other thing on the tract. The tract is being sold with the understanding that the buyer and seller agree to waive disclosures required under Minnesota Statutes Chapters 513.52 to 513.60, and 1031.235 and any associated liabilities. No representation is made as to access, the condition of any structure, its fixtures or contents, or the suitability for any particular use. Land must be paid for in full at the conclusion of the auction via cash or check, credit cards are not accepted. Upon payment in full, the purchaser of tax forfeited land at such sale shall be entitled to immediate possession, subject to the provision of any existing lease made on behalf of the State, and

**BE IT FURTHER RESOLVED**, that notice of such sale of land, timber and buildings be given by publication in the official newspaper of the County as provided by law; and that such sale shall commence at 1:00 p.m. on Friday, the 5<sup>th</sup> day of September 2025. This sale will be held at the Government Center Board Room, Third (3<sup>rd</sup>) Floor, – 307 2<sup>nd</sup> Street NW, Aitkin, MN 56431

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 284.28, there will be added to the sale price of any tax forfeited lands sold, an amount equal to three percent (3%) of the total sale price. Said additional amount to be deposited in the State Treasury and credited to the State Real Estate Assurance Fund, and

**BE IT FURTHER RESOLVED**, that the Land Commissioner may withdraw any description on the list, later subject to the approval of the County Board, when it may appear to be in the public interest to do so, and

**BE IT FURTHER RESOLVED**, Minnesota Statutes 282.014, imposes a \$25.00 fee upon purchasers of tax forfeited land for issuance of a State Deed.

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 282.01, Subdivision 6, all State Tax Deeds must be recorded with the County Recorder prior to issuing the Deed to the purchaser, therefore a recording fee for each State Deed issued must be paid to the Aitkin County Recorder by the purchaser when tax forfeited land is paid for in full, as required in MS 357.18,

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 287.22, all State Tax Deeds are subject to State Deed Tax which must be paid by the purchaser.



**BE IT FURTHER RESOLVED**, Aitkin County is not responsible for location of or determining property lines or boundaries.

**BE IT FURTHER RESOLVED**, that all lands sold hereunder are sold subject to the Zoning Ordinance adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements, any recreational easements, and subject to all flowage rights, and

**BE IT FURTHER RESOLVED**, that except in the case of Deeds issued for platted property and Deeds issued to correct errors in either legal description or grantees, the Deeds issued for these parcels will contain a restrictive covenant which will prohibit enrollment of the land in a State Funded program providing compensation of marginal land or wetlands.

<b>PIN</b>	<b><u>Legal</u></b>	<b><u>Sec</u></b>	<b><u>Twp</u></b>	<b><u>Rge</u></b>	<b><u>Access</u></b>	<b><u>Acres</u></b>	<b><u>Starting Bid</u></b>
49-0-026301	SWNE Less W 330 ft Sof Hwy & Less Part N of Hwy	17	52	25	*	23.7	\$ 70,000

"no" = Access-none    \* = Access-maintained public road    \*\* = Access-unmaintained public road    \*\*\* = Access-road easement

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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request

**2U**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Application for Large Assembly White Pine Logging & Threshing Show

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested</div><div><input type="checkbox"/> Discussion Item</div><div><input type="checkbox"/> Hold Public Hearing*</div></div>	
<b>Submitted by:</b> Christy M. Bishop		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Large Assembly License for White Pine Logging & Threshing Show - dates of 08/30/2025 - 09/01/2025. Event will take place at 15489 180th Avenue Finlayson, MN 55735. Williams Township		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> To approve the Large Assembly License for White Pine Logging & Threshing Show for 08/30/2025 - 09/01/2025		
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div><i>What is the total cost, with tax and shipping? \$</i></div></div> <div style="display: flex; justify-content: space-between;"><div><i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Application for Large Assembly License – White Pine Logging & Threshing Show**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Large Assembly License - White Pine Logging & Threshing Show – Location of event: 15489 180<sup>th</sup> Avenue, Finlayson, MN 55735 - Williams Township – Dates of Event: August 30, 31 and Sept 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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12<sup>th</sup> day of August 2025

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request

**2V**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Aim VCET JPA- Vehicle Theft Initiative

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested</div><div><input type="checkbox"/> Discussion Item</div><div><input type="checkbox"/> Hold Public Hearing*</div></div>		
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Aitkin County Sheriff's Office	
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>	
<b>Summary of Issue:</b>  Approve AIM VCET - Vehicle Theft Joint Powers Agreement (JPA)			
<b>Alternatives, Options, Effects on Others/Comments:</b>			
<b>Recommended Action/Motion:</b> Approve and direct Board Chair and County Engineer to sign on page 7 of JPA.			
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i></div><div><input type="checkbox"/> Yes</div><div><input type="checkbox"/> No</div></div> <div style="display: flex; justify-content: space-between;"><div><i>What is the total cost, with tax and shipping? \$</i></div><div></div></div> <div style="display: flex; justify-content: space-between;"><div><i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes</div><div><input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>			

**JOINT POWERS AGREEMENT TO FORM  
THE AITKIN-ITASCA-MILLE LACS VEHICLE THEFT INITIATIVE**

WHEREAS, Minn. Stat. §387.03 requires that the sheriff of each county shall keep and preserve the peace of the county and perform all of the duties pertaining to the office; and

WHEREAS, Minn. Stat. §412.221, subd. 32 empowers the city to prevent crime and to provide for the protection of property and the promotion of health, safety, order, and convenience; and

WHEREAS, Minn. Stat. §471.59 authorizes two or more governmental units to jointly exercise any power common to the contracting parties.

NOW, THEREFORE, BE IT RESOLVED by the county boards of Itasca, Aitkin, and Mille Lacs Counties and the City Councils of Grand Rapids resolve as follows:

**I. PURPOSE**

The Aitkin-Itasca-Mille Lacs Vehicle Theft Initiative is formed to investigate, identify, and disrupt vehicle theft activity within the counties of Aitkin, Itasca, and Mille Lacs and the City of Grand Rapids (hereinafter called "AIM VTI"). The Participating Agencies promote cooperative law enforcement through multi-jurisdictional investigations in Northern Minnesota. Participating Agencies are those governmental units or entities identified in Minnesota Statute Section 471.59 who have authorized and signed this Agreement.

All actions shall be conducted in a manner consistent with federal and state regulations for grant program funds.

**II. NON-WAIVER OF IMMUNITIES**

The joining of the Participating Agencies in this Joint Powers Agreement shall not waive any immunities that the parties may enjoy under statute or common law, nor shall the joinder of the parties constitute a "stacking" of any insurance each party carries for their own benefit and/or that of its agents and employees.

**III. AIM VTI BOARD**

The members of the Board shall be the sheriff of each member county, the police chief of each city, and at least one county attorney from a member county as the advisor to AIM VTI. The Board shall elect a chair which shall be the Board Chair, and a Secretary and Treasurer from among its members. Said officers shall serve a one-year term of office and may serve more than one term. The Board Chair shall be responsible for conducting the business meetings, documenting meeting minutes and maintain frequent communication with the members of the Board and the AIM VTI Program Manager. The Board Chair, at each of the business meetings, shall review operational activities and expenditures and discuss relevant issues to AIM VTI. In

the absence of the Board Chair, the duties may be assumed by the Secretary of the Board, or in their absence, the Treasurer.

The Chain of Command shall be as follows: The Board, the Board Chair, AIM VTI Program Manager. If the Program Manager requires direction, he may seek such direction from the Board Chair. In the absence of the Board Chair, the Secretary, or in their absence, the Treasurer. In the absence or unavailability of an officer of the Board, the Program Manager may contact one of the participating agency's Chiefs, Sheriffs or other Board member for advice and direction.

All actions of the Board shall be consistent with this Joint Powers Agreement, its guidelines. The Board shall adopt such By-Laws and operating rules as it deems necessary. The VTI operations shall adhere to applicable professional guidelines. The Board shall establish the mission and goals of the AIM VTI and shall monitor the progress toward the AMI VTI goals. The Board shall be responsible for the records management system, the statistical records and all financial reports. All AIM VTI policies and procedures shall be adopted by the Board as well as any amendments thereto.

The Board may receive and disburse public funds, private donations and grants to carry out the purposes of this Agreement. The requirements of Minn. Stat. § 471.59, subd. 3 shall apply. The Board shall be strictly accountable to the Participating Agencies for all funds and shall report to the parties hereto on all receipts and disbursements. The reporting period shall be the calendar year. Contracts let and purchases made by the Board shall conform to Minn. Stat. §471.345 (Uniform Municipal Contracting Law). The Treasurer who will be the fiscal agent shall be elected annually by the Board. The Board may elect a fiscal agent upon motion and approval of the majority vote of the Board and consent of the Board member being asked to be the fiscal agent.

The Board shall meet on the call of the Chair or on written notice by any three Board members.

The majority of the Board shall constitute a quorum for a meeting. A majority vote of the full Board shall be necessary to approve a motion. A meeting of the Board shall be required to transact business.

#### **IV. AIM VTI OFFICERS**

Participating Agencies should assign one or more officers as the Program Manager. Any change or addition of officers will be voted on by the Board. The Program Manager shall be a licensed police officer appointed by the Board.

Program Manager should be responsible for the collection and managing of data from the participating agencies to effectively report to State of Minnesota statistics necessary to continue granted monies used to support AIM VTI.

Employees who are assigned as the Program Manager shall be entitled to the same salary and benefits to which they would otherwise be entitled and shall remain employees of the assigning

agency for all other purposes except that the supervision of their duties during the period of detail may be governed pursuant to this Agreement.

Participation of an assigning agency's employee as Program Manager in the AIM VTI is deemed to advance the interests of the assigning agency. Therefore, participation of an assigning agency's officer as the Program Manager is deemed to be in the course of the officer's employment with the assigning agency.

As the AIM VTI will be jointly exercising police power possessed by the Participating Agencies, the terms of Minn. Stat. §§ 471.59, subds. 12 & 12a shall apply.

## **V. CONTRIBUTIONS**

Each Participating Agency agrees to provide resources necessary to maintain the as agreed in the annual grant application proposal. These resources must include statistical data involving motor vehicle theft reports, motor vehicles recovered and other needed data for grant reporting purposes.

Each Participating Agency may make financial contributions to be administered by the Vehicle Theft Initiative. The Vehicle Theft Initiative shall not have the power to issue bonds or obligations under the laws by which governmental units may independently issue bonds or obligations as the joint board is not composed solely of members of the Participating Agencies' governing bodies. Minn. Stat. § 471.59, subd. 11.

Each Participating Agency will be responsible for individual contracts with the Automated License Plate Reader (ALPR) private company. The Vehicle Theft Initiative will provide annual reimbursements for portions of each agencies deployed devices as established by the Chief Law Enforcement Officers of each jurisdiction.

Current contributions would be as follows;

Aitkin County- \$6,000  
Itasca County- \$12,000  
Mille Lacs County- \$9,000  
City of Grand Rapids- \$9,000

## **VI. COORDINATING AGENCY**

Aitkin County as the fiscal agent shall designate a Sheriff's Office employee who will be responsible for maintaining statistical information necessary for grant reporting. The employee, in conjunction with the members of the participating agency, shall be responsible for timely data collection and the accurate reporting as necessary to the State of Minnesota.

## **VII. FISCAL AGENCY**

The Aitkin County Sheriff's Office shall ensure compliance with all state and federal accounting and auditing requirements, including those described in Minn. Stat. §§ 16B.98, subd. 8 & 16C.05, subd. 5. and oversight of dispersal of grant funds.

## **VIII. DATA AND PUBLIC INFORMATION RELEASES**

Data gathered, collected, stored and used by the Vehicle Theft Initiative shall be subject to the Minnesota Government Data Practices Act and Rules issued pursuant thereto, Minn. Stat. Ch. 13.

The law enforcement agency having venue over the offense for prosecution purposes shall control and be responsible for public information releases, including arrest data. The Participating Agencies understand that government data disseminated to a government entity by another government entity has the same classification at the entity receiving them as they had at the entity providing them. Minn. Stat. § 13.03, subd. 4(c).

## **IX. LIABILITY AND INDEMNIFICATION**

The Vehicle Theft Initiative agrees to defend and indemnify its Participating Agencies for any liability claims arising from Vehicle Theft Initiative activities or operations and decisions of the Board. Nothing in this Agreement shall constitute a waiver of the statutory limits on liability set forth in Minnesota Statutes Chapter 466 or a waiver of any available immunities or defenses.

To the fullest extent permitted by law, action by the Participating Agencies to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Participating Agencies that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a), provided further that for purposes of that statute, each Participating Agency to this Agreement expressly declines responsibility for the acts or omissions of another Participating Agency. The Participating Agencies to this Agreement are not liable for the acts or omissions of another Participating Agency to this Agreement except to the extent they have agreed in writing to be responsible for the acts or omissions of the other Participating Agencies. This Vehicle Theft Initiative shall be considered a Joint Powers Entity.

Nothing herein shall be construed to provide insurance coverage or indemnification to an officer, employee, or volunteer of any Participating Agency for any act or omission for which the officer, employee, or volunteer is guilty of malfeasance in office, willful neglect of duty, or bad faith.



Any excess or uninsured liability shall be borne equally by all the Participating Agencies, but this does not include the liability of any individual officer, employee, or volunteer which arises from his or her own malfeasance, willful neglect of duty, or bad faith.

Each Participating Agency shall be responsible for injuries to or death of its own personnel.

Each Participating Agency will maintain workers' compensation insurance or self-insurance covering its own personnel while they are assigned to the Vehicle Theft Initiative or are otherwise participating in or assisting with Vehicle Theft Initiative operations or activities. Each Participating Agency waives the right to, and agrees that it will not, bring any claim or suit against the Vehicle Theft Initiative or any other Participating Agency for any workers' compensation benefits paid to its own employees or dependents, that arise out of participation in or assistance with Vehicle Theft Initiative operations or activities, even if the injuries were caused wholly or partially by the negligence of any other Participating Agency or its officers, employees, or volunteers.

Each Participating Agency shall be responsible for damages to or loss of its own equipment. Each Participating Agency waives the right to, and agrees that it will not, bring any claim or suit against the Vehicle Theft Initiative, or any other Participating Agency, for damages to or loss of its equipment arising out of participation in or assistance with Vehicle Theft Initiative operations or activities, even if the damages or losses were caused wholly or partially by the negligence of any other Participating Agency or its officers, employees or volunteers.

All insurance or liability coverage policies and certificates required under this Agreement shall be open to inspection by any Participating Agency and copies of the policies or certificates shall be submitted to the Participating Agency upon written request.

## **X. DURATION**

The duration of this Agreement shall continue until terminated as hereinafter provided.

## **XI. WITHDRAWAL AND TERMINATION**

Any Participating Agency of the Vehicle Theft Initiative may withdraw from this Agreement upon sixty (60) days written notice to all other Participating Agencies and upon the completion of their responsibility to the grant agreement. Upon any Participating Agency's withdrawal, the balance of this entire Agreement remains in full force and effect. Alternatively, this entire Agreement may be terminated at any time by the written agreement of a majority of the Board members.

## **XII. DISTRIBUTION OF PROPERTY ON TERMINATION OR WITHDRAWAL**

- A. Termination. Upon complete termination of this Agreement by all Participating Agencies and after the purpose of this Agreement has been completed, any property acquired by the Vehicle Theft Initiative as a result of the joint exercise of powers hereunder and any

surplus monies shall be returned to the State grant authority in proportion to contributions of the Participating Agencies after satisfaction of any liabilities or responsibilities of the Joint Powers has been satisfied. Liabilities shall be shared equally among the Participating Agencies.

- B. Withdrawal. In the event of withdrawal from this Agreement by one or more Participating Agencies, if two or more of the remaining Participating Agencies continue this Agreement, the remaining Participating Agencies may either distribute the property contributed by the withdrawing Participating Agency to the withdrawing Participating Agency or buy out the withdrawing Participating Agency's interest therein by purchasing the withdrawing Participating Agency's proportionate share of the actual cash value of the property measured at the time of withdrawal of the Participating Agency. Surplus monies or surplus cash shall be retained by the remaining Participating Agencies to this Agreement.

Participating Agencies are eligible for distribution of property accrued after the date of the Participating Agency's inclusion.

### **XIII. AMENDMENT OF THE JOINT POWERS AGREEMENT**

This Agreement may be amended by agreement of all Participating Agencies to the same and upon approval of the Participating Agencies' respective Board of Commissioners.

**THIS AGREEMENT, AS AMENDED, IS APPROVED AND ADOPTED** by the Participating Agencies as follows:

COUNTY OF AITKIN

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Board Chair

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Clerk

COUNTY OF ITASCA

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Board Chair

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Clerk

COUNTY OF MILLE LACS

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Board Chair

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Clerk

CITY OF GRAND RAPIDS

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Mayor

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Its Clerk



# Board of County Commissioners Agenda Request

**2W**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Affidavit for Duplicate of Lost Warrant / Hedlund

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> Wendie Bright		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Approve Affidavit for Duplicate of Lost Warrant: Warrant #93701 - 7/12/24 - Nick Hedlund - \$135.02		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Affidavit for Duplicate of Lost Warrant: Warrant #93701 - 7/12/24 - Nick Hedlund - \$135.02 (Replacement to be sent to the Estate of Nick Hedlund)		
<b>Financial Impact:</b> <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 <span style="float: right;"><i>Please Explain:</i></span>		

AITKIN COUNTY

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



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

State of MN ) County of AITKIN )  
 Name: Estate of Nick Hedlund  
 (AFFIANT'S NAME: INDIVIDUAL OR NAME OF BUSINESS)  
 Officer's Name: CO PER REP LAURA YABBERZ Officer Title: PERSONAL REPRESENTATIVE  
 (IF NOT BUSINESS, LEAVE BLANK)  
 Address: 1579 KAU DR. STANDISH, MI 48658  
 (CURRENT ADDRESS - THE ADDRESS THE NEW PAYMENT WILL BE MAILED TO)  
 Aitkin County Warrant Number: 93701 for OUTSTANDING CHECK OVERPAYMENT  
 (INSERT INVOICE OR VOUCHER INFORMATION)  
 Issued 2024, to NICK HEDLUND  
 (INSERT DATE OF WARRANT) (INSERT NAME ON THE ORIGINAL WARRANT)  
1579 KAU DR STANDISH, MI 48658  
 (INSERT MAILING ADDRESS ON THE ORIGINAL WARRANT)

In the amount of One Hundred and thirty five 02/100 dollars (\$ 135.02 ) Dollars,

☐ was never received by claimant  
☒ was received by claimant in the usual course of business; that \*

NICK HEDLUND PASSED AWAY, CHECK HAS BEEN LOST.

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

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

Notary Public:  
 Subscribed and sworn to before me this  
 day of July 31st 2025

NOTARY PUBLIC SIGNATURE

My commission expires April 17, 2030

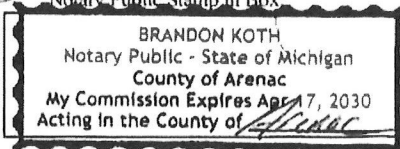
STATE OF: MI  
 COUNTY OF: Arenac

You must sign this affidavit before a Notary Public:

(Signature and Title of Affiant)

(Signature and Title of Affiant)

Notary Public Stamp in Box:



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



# Board of County Commissioners Agenda Request

**2X**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Affidavit for Duplicate of Lost Warrant / Feist

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> Wendie Bright		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Approve Affidavit for Duplicate of Lost Warrant: Warrant #92005 - 11/17/2023 - Kristi Feist - \$28.25		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Affidavit for Duplicate of Lost Warrant: Warrant #92005 - 11/17/2023 - Kristi Feist - \$28.25		
<b>Financial Impact:</b> <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 <span style="float: right;"><i>Please Explain:</i></span>		



## AITKIN COUNTY TREASURER

---

Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 119  
Aitkin, MN 56431

treas@co.aitkin.mn.us  
Phone: 218-927-7325

Kristi Feist  
1612 Sagebrush Trl SE  
Albuquerque, NM 87123

July 23, 2025

RE: Outstanding Check

According to our records, in 2023 Aitkin County sent check number 92005 in the amount of \$ 28.25 payable to Kristi Feist. This check has not cleared our bank account. It appears the check was the result of an overpayment on parcel 24-0-054800. Here is a breakdown of what you should do based on your situation.

**1. If you have lost the check:**

- Contact the Aitkin County Treasurer's Office to request reissuance of the lost check.
- We will provide you with an affidavit for duplicate of lost warrant, which you'll need to fill out and return to us.

**2. If you have the check:**

- Deposit the check into your bank account so that it can clear Aitkin County's bank account.
- This step ensures that the transaction is completed and recorded properly.

**3. If you received the check in error:**

- Contact the Aitkin County Treasurer's Office to inform us of the error so we can clear this outstanding check from our records.

**This check is a refund check for overpayment of property taxes on a parcel. The refund is subject to MN statute 276.19 and you will forfeit the refund if you do not cash the check or request a replacement check.** If you have questions regarding this refund check, please contact the Aitkin County Treasurer's Office at (218) 927 7325. Our office hours are Monday through Friday 8 – 4:30.

Thank you for your assistance in this matter,

Darla Croatt  
Chief Deputy Treasurer

AITKIN COUNTY

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



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

State of New Mexico

County of Bernalillo

Name: Kristi Feist

(AFFIANT'S NAME: INDIVIDUAL OR NAME OF BUSINESS)

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

Address: 1612 Sagebrush Trl SE 87123 (Albuquerque NM)  
(CURRENT ADDRESS - THE ADDRESS THE NEW PAYMENT WILL BE MAILED TO)

Aitkin County Warrant Number: 92005 for Property tax overpayment  
(INSERT INVOICE OR VOUCHER INFORMATION)

Issued 11/17/2023, to Kristi Feist  
(INSERT DATE OF WARRANT) (INSERT NAME ON THE ORIGINAL WARRANT)

1612 Sagebrush Trl SE, Albuquerque NM 87123  
(INSERT MAILING ADDRESS ON THE ORIGINAL WARRANT)

In the amount of twenty eight 45/100 dollars (\$28.25) Dollars,

☐ was never received by claimant

☒ was received by claimant in the usual course of business; that \*

received check and lost it

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

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

Notary Public:  
Subscribed and sworn to before me this 4th  
day of August, 2025

Elizabeth A. Mink  
NOTARY PUBLIC SIGNATURE

My commission expires 6/21/26

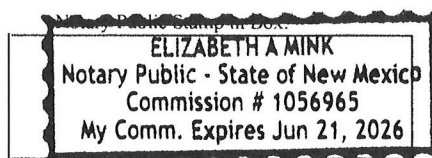
STATE OF: New Mexico

COUNTY OF: Bernalillo

You must sign this affidavit before a Notary Public:

[Signature]  
(Signature and Title of Affiant)

\_\_\_\_\_  
(Signature and Title of Affiant)



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





# Board of County Commissioners Agenda Request

**2Y**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Reappoint Randy Quale as County Surveyor

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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
<b>Submitted by:</b> Dennis (DJ) Thompson		<b>Department:</b> Land
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> <p>Minnesota Statute 389 enables a County Board in Minnesota to appoint and employ a County Surveyor. Appointments are for four year terms. In 2017, Aitkin County Board of Commissioners appointed Randy Quale as County Surveyor for a term of four years. He was reappointed in 2021. His current appoint will expire on September 11, 2025. The attached resolution extends his term for an additional four (4) years.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt a resolution appointing Randy Quale as County Surveyor for another four years.		
<b>Financial Impact:</b> <p><i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><i>What is the total cost, with tax and shipping? \$</i> Yearly salary and benefits</p> <p><i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;"><i>Please Explain:</i></span></p>		

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

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Reappointment of Randy Quale as County Surveyor**

**WHEREAS**, Minnesota Statute 389 enables a County Board in Minnesota to appoint and employ a County Surveyor, and appointments are for four-year terms.

**NOW THEREFORE BE IT RESOLVED**, that Randy Quale is hereby reappointed County Surveyor of Aitkin County for an additional four-year term commencing September 12, 2025, pursuant to the provisions of Minnesota Statute, Section 389.

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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request

**2Z**  
Agenda Item #

**Requested Meeting Date:** 8-12-25

**Title of Item:** Final Contract Payment #20243

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div></div>
<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> NA	<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> <p>Authorization by the following resolution is requested to make final payment to Redstone Construction, LLC, Mora, MN in the amount of \$7,594.46 for Contract No. 20243, which included construction of a Pliny Township bridge on 210th Lane over the Snake River. Pliny Township, as owner of this project, has certified that the construction has been satisfactorily completed and has authorized final payment to be made.</p> <p>The final contract amount of \$536,695.50 is 2.89% below the bid amount of \$552,663.35 due to lower-than-estimated quantities of steel piling and riprap being used.</p>	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b> Approve resolution	
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>What is the total cost, with tax and shipping?</i> \$ 7,594.46</div></div> <div style="display: flex; justify-content: space-between;"><div><i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div> <p>A total of \$553,000 was included in the 2023, 2024, and 2025 Capital Infrastructure Budgets.</p>	

Contract Number: 20243  
Final Pay Request Number: 9

Project Number	Project Description
SAP 001-599-043	Bridge Replacement over Snake River

Contractor: Redstone Construction, LLC 2183 HWY 65 N. Mora, MN 55051	Vendor Number: 9741 Up To Date: 06/16/2025
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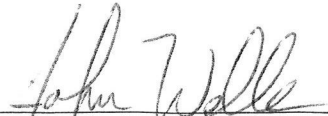
Contract Amount		Funds Encumbered	
Original Contract	\$552,663.35	Original	\$552,663.35
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$552,663.35	Total	\$552,663.35

Work Certified To Date	
Base Bid Items	\$536,695.50
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$536,695.50

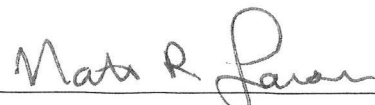
Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SAP 001-599-043	\$2,250.00	\$536,695.50	\$0.00	\$529,101.04	\$7,594.46	\$536,695.50

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$2,250.00	\$536,695.50	\$0.00	\$529,101.04	\$7,594.46	\$536,695.50
Percent: Retained: 0%			Percent Complete: 97.11 %		
Amount Paid this Final Pay Request: \$7,594.46					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

  
John Welle – P.E. No. 24340

6-17-25  
Date

  
Redstone Construction, LLC

7/2/2025  
Date

Aitkin County Highway Engineer

3-307-6262  
Account Number

Project No. : SAP 001-599-043  
Final Pay Request No. : 9  
Contract No.: 20243

**Certificate of Final Contract Acceptance**  
**Final Voucher Number: 9**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 6-17-25 Signature [Signature] County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$536,695.50 and agrees to the amount of \$7,594.46 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Redstone Construction, LLC

By Nate R. Larson

And \_\_\_\_\_ And \_\_\_\_\_ State of ,

On This 2 Day July, 2025, Before me appeared \_\_\_\_\_ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as \_\_\_\_\_ free to act and deed

(Corporate Acknowledgment)

Nate R. Larson And \_\_\_\_\_, to me personally known, who, being each by me duly sworn

each did say that they are respectively the President and \_\_\_\_\_ of the

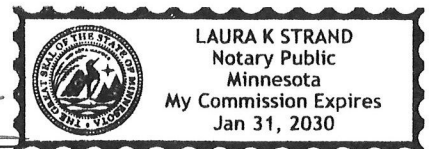
Redstone Const. Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Articles and said Nate R. Larson and \_\_\_\_\_

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in Kanabec County

Seal Expires 1/31/30 Signature [Signature]



I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ District Engineer

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

Contract No: 20243  
Final Pay Request No. 9

**Aitkin County Highway Department  
Certificate of Final Acceptance  
Board Acknowledgment**

Contract Number: 20243  
Contractor: Redstone Construction, LLC  
Date Certified: 6/16/2025  
Payment Number: 9

Whereas; Contract No. 20243 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Aitkin County Highway Department and authorize final payment as specified herein.

State of \_\_\_\_\_

I, \_\_\_\_\_, County Engineer, within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

At \_\_\_\_\_,

Signed By \_\_\_\_\_

Aitkin County Engineer

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-04-23	\$625.00	\$31.25	\$593.75
2	2024-08-04	\$170,595.50	\$8,529.78	\$162,065.72
3	2024-08-25	\$114,950.00	\$5,747.50	\$109,202.50
4	2024-09-15	\$131,153.50	\$6,557.67	\$124,595.83
5	2024-10-04	\$14,731.50	\$736.58	\$13,994.92
6	2024-10-26	\$96,800.00	\$4,840.00	\$91,960.00
7	2024-11-19	\$90.00	(\$21,153.32)	\$21,243.32
8	2025-01-28	\$5,500.00	\$55.00	\$5,445.00
9	2025-06-16	\$2,250.00	(\$5,344.46)	\$7,594.46

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Non-Participating		\$45,234.50	\$0.00	\$42,554.66	\$2,679.84	\$45,234.50
Participating		\$491,461.00	\$0.00	\$486,546.38	\$4,914.62	\$491,461.00

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
004	State Transportation Bonds for Locals	\$3,254.80	\$325,479.01	\$325,479.01	\$325,479.01
005	Town Bridge	\$4,239.66	\$217,184.34	\$217,184.34	\$201,216.49
009	Township	\$100.00	\$10,000.00	\$10,000.00	\$10,000.00

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 001-599-043	1	2024-04-23	\$625.00	\$31.25	\$593.75
SAP 001-599-043	2	2024-08-04	\$170,595.50	\$8,529.78	\$162,065.72
SAP 001-599-043	3	2024-08-25	\$114,950.00	\$5,747.50	\$109,202.50
SAP 001-599-043	4	2024-09-15	\$131,153.50	\$6,557.67	\$124,595.83
SAP 001-599-043	5	2024-10-04	\$14,731.50	\$736.58	\$13,994.92
SAP 001-599-043	6	2024-10-26	\$96,800.00	\$4,840.00	\$91,960.00
SAP 001-599-043	7	2024-11-19	\$90.00	(\$21,153.32)	\$21,243.32
SAP 001-599-043	8	2025-01-28	\$5,500.00	\$55.00	\$5,445.00
SAP 001-599-043	9	2025-06-16	\$2,250.00	(\$5,344.46)	\$7,594.46

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 001-599-043	Non-Participating	\$45,234.50	\$0.00	\$42,554.66	\$2,679.84	\$45,234.50
SAP 001-599-043	Participating	\$491,461.00	\$0.00	\$486,546.38	\$4,914.62	\$491,461.00

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 001-599-043	004	\$3,254.80	\$325,479.01	\$325,479.01	\$325,479.01
SAP 001-599-043	005	\$4,239.66	\$217,184.34	\$217,184.34	\$201,216.49
SAP 001-599-043	009	\$100.00	\$10,000.00	\$10,000.00	\$10,000.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-599-043	1	2021.501	MOBILIZATION	LUMP SUM	\$62,500.00	1	0	\$0.00	1	\$62,500.00
SAP 001-599-043	2	2401.503	TYPE S (TL-4) BARRIER CONC (3S52) (P)	L F	\$125.00	120	0	\$0.00	120	\$15,000.00
SAP 001-599-043	3	2401.507	STRUCTURAL CONCRETE (3B52) (P)	C Y	\$1,250.00	78	0	\$0.00	78	\$97,500.00
SAP 001-599-043	4	2401.508	REINFORCEMENT BARS (EPOXY COATED) (P)	LB	\$1.50	31140	0	\$0.00	31140	\$46,710.00
SAP 001-599-043	5	2401.518	BRIDGE SLAB CONCRETE (3YHPC-M) (P)	S F	\$60.00	1611	0	\$0.00	1611	\$96,660.00
SAP 001-599-043	6	2401.601	STRUCTURE EXCAVATION	LUMP SUM	\$34,500.00	1	0	\$0.00	1	\$34,500.00
SAP 001-599-043	7	2401.601	SLOPE PREPARATION	LUMP SUM	\$3,000.00	1	0	\$0.00	1	\$3,000.00
SAP 001-599-043	8	2402.502	FLOOR DRAIN TYPE B702 MODIFIED	EACH	\$750.00	6	0	\$0.00	6	\$4,500.00
SAP 001-599-043	9	2402.508	STRUCTURAL STEEL (3306) (P)	LB	\$7.00	400	0	\$0.00	400	\$2,800.00
SAP 001-599-043	10	2452.502	C-I-P CONCRETE TEST PILE 50 FT LONG 12"	EACH	\$12,500.00	2	0	\$0.00	2	\$25,000.00
SAP 001-599-043	11	2452.502	C-I-P CONCRETE TEST PILE 50 FT LONG 16"	EACH	\$20,000.00	2	0	\$0.00	2	\$40,000.00
SAP 001-599-043	12	2452.502	PILE POINTS 12"	EACH	\$345.00	8	0	\$0.00	8	\$2,760.00
SAP 001-599-043	13	2452.502	PILE POINTS 16"	EACH	\$405.00	8	0	\$0.00	8	\$3,240.00
SAP 001-599-043	14	2452.503	C-I-P CONCRETE PILING 12"	L F	\$45.00	270	0	\$0.00	196.3	\$8,833.50
SAP 001-599-043	15	2452.503	C-I-P CONCRETE PILING 16"	L F	\$60.00	270	0	\$0.00	210	\$12,600.00
SAP 001-599-043	16	2502.501	DRAINAGE SYSTEM TYPE (B910)	LS	\$3,000.00	1	0	\$0.00	1	\$3,000.00
SAP 001-599-043	17	2511.504	GEOTEXTILE FILTER TYPE 7	S Y	\$2.00	540	0	\$0.00	540	\$1,080.00
SAP 001-599-043	18	2511.507	RANDOM RIPRAP CLASS IV	C Y	\$100.00	350	0	\$0.00	282	\$28,200.00
SAP 001-599-043	19	2563.601	TRAFFIC CONTROL	LUMP SUM	\$1,800.00	1	0	\$0.00	1	\$1,800.00
SAP 001-599-043	20	2575.504	ROLLED EROSION PREVENTION CATEGORY 74	S Y	\$22.50	78	0	\$0.00	79	\$1,777.50
SAP 001-599-043	21	2101.501	CLEARING AND GRUBBING	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
SAP 001-599-043	22	2106.507	EXCAVATION - COMMON (P)	C Y	\$25.00	167	0	\$0.00	167	\$4,175.00
SAP 001-599-043	23	2106.507	COMMON EMBANKMENT (CV)	C Y	\$10.00	462	0	\$0.00	462	\$4,620.00



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-599-043	24	2118.507	AGGREGATE SURFACING (CV) CLASS 5 (P)	C Y	\$50.00	163	0	\$0.00	163	\$8,150.00
SAP 001-599-043	25	2442.501	REMOVE EXISTING BRIDGE	LUMP SUM	\$12,000.00	1	0	\$0.00	1	\$12,000.00
SAP 001-599-043	26	2573.503	SILT FENCE, TYPE MS	L F	\$3.00	972	0	\$0.00	824	\$2,472.00
SAP 001-599-043	27	2573.503	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$19.95	200	0	\$0.00	200	\$3,990.00
SAP 001-599-043	28	2575.501	TURF ESTABLISHMENT	LS	\$4,500.00	1	0.5	\$2,250.00	1	\$4,500.00
SAP 001-599-043	29	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	\$1.95	773	0	\$0.00	1450	\$2,827.50
SAP 001-599-043	30	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$3,500.00	0.9	0	\$0.00	0	\$0.00
Base Bid Totals:								\$2,250.00		\$536,695.50

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 001-599-043	Participating	\$0.00	\$491,461.00
SAP 001-599-043	Non Participating	\$2,250.00	\$45,234.50

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
Contract Change Totals:									\$0.00		\$0.00

Contract Change Totals			
Number	Description	Effective Date	Amount

Material On Hand Additions						
Line	Item	Description	Date	Added	Comments	
Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$536,695.50
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**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Final Contract Payment #20243**

**WHEREAS**, Contract No. 20243 has been completed, and the County Board being fully advised in the premises.

**NOW THEREFORE BE IT RESOLVED**, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Redstone Construction, LLC in the amount of \$7,594.46.

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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of August 2025**

\_\_\_\_\_  
John Welle  
County Engineer



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 8-12-25

**Title of Item:** Final Contract Payment #20245

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div></div>
<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> NA	<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> <p>Authorization by the following resolution is requested to make final payment to Hawkinson Construction Co, Inc., Grand Rapids, MN in the amount of \$25,335.94 for Contract No. 20245, which included bituminous resurfacing of Aitkin County State-Aid Highway 2 from State Highway 65 to the Pine County line.</p> <p>The final contract amount of \$1,455,183.97 is 1.61% below the bid amount of \$1,479,086.12 due to lower-than-estimated quantities of bituminous pavement, bituminous material for tack coat, and interim pavement marking being used.</p>	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b> Approve resolution	
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>What is the total cost, with tax and shipping?</i> \$ 25,335.94</div></div> <div style="display: flex; justify-content: space-between;"><div><i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div> <p>\$2,125,000 was included in the 2024 Capital Infrastructure Budget.</p>	

Contract Number: 20245  
Final Pay Request Number: 5

Project Number	Project Description
SP 001-602-014	Bituminous Mill & Overlay, Agg Shoulder, Striping

Contractor: Hawkinson Construction Co., Inc. 501 W Co Rd 63 Grand Rapids, MN 55744	Vendor Number: 9051  Up To Date: 06/13/2025
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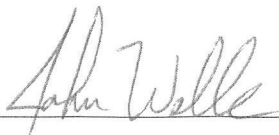
Contract Amount		Funds Encumbered	
Original Contract	\$1,479,086.12	Original	\$1,479,086.12
Contract Changes	\$37,782.80	Additional	N/A
Revised Contract	\$1,516,868.92	Total	\$1,479,086.12

Work Certified To Date	
Base Bid Items	\$1,417,401.17
Contract Changes	\$37,782.80
Material On Hand	\$0.00
Total	\$1,455,183.97

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SP 001-602-014	\$10,893.03	\$1,455,183.97	\$0.00	\$1,429,848.03	\$25,335.94	\$1,455,183.97

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$10,893.03	\$1,455,183.97	\$0.00	\$1,429,848.03	\$25,335.94	\$1,455,183.97
Percent: Retained: 0%			Percent Complete: 95.93 %		
Amount Paid this Final Pay Request: \$25,335.94					

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

  
John Welle - P.E. No. 24340  
Aitkin County Highway Engineer

6-17-25  
Date

  
Hawkinson Construction Co., Inc.

6/30/25  
Date

3-307-6262  
Account Number

Project No. : SP 001-602-014

Final Pay Request No. : 5

Contract No.: 20245

**Certificate of Final Contract Acceptance**

**Final Voucher Number: 5**

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 6-17-25 Signature [Signature] County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$1,455,183.97 and agrees to the amount of \$25,335.94 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Hawkinson Construction Co., Inc.

By [Signature]

And [Signature] And \_\_\_\_\_ State of, MN

On This 30<sup>th</sup> Day June, 2025, Before me appeared Corp. Secretary To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as \_\_\_\_\_ free to act and deed

(Corporate Acknowledgment)

Derek Hawkinson And Chris Francis, to me personally known, who, being each by me duly sworn

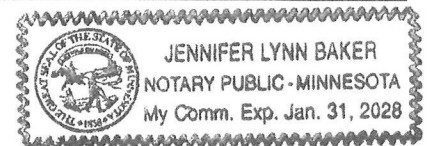
each did say that they are respectively the Corp. Secretary and Vice President of the Hawkinson Construction Co. Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

officers and said Derek Hawkinson and Chris Francis

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial My Commission as Notary Public in Itasca County

Seal Expires Jan 31, 2028 Signature Jennifer Baker



I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated \_\_\_\_\_ Signature \_\_\_\_\_ District Engineer

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

Contract No: 20245  
Final Pay Request No. 5

**Aitkin County Highway Department  
Certificate of Final Acceptance  
Board Acknowledgment**

Contract Number: 20245  
Contractor: Hawkinson Construction Co., Inc.  
Date Certified: 6/13/2025  
Payment Number: 5

Whereas; Contract No. 20245 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Aitkin County Highway Department and authorize final payment as specified herein.

State of \_\_\_\_\_

I, \_\_\_\_\_, County Engineer, within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

At \_\_\_\_\_,

Signed By \_\_\_\_\_

Aitkin County Engineer

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-08-31	\$1,366,413.42	\$68,320.67	\$1,298,092.75
2	2024-09-27	\$50,791.75	\$2,539.59	\$48,252.16
3	2024-10-28	(\$12,697.03)	(\$56,815.18)	\$44,118.15
4	2024-11-19	\$39,782.80	\$397.83	\$39,384.97
5	2025-06-13	\$10,893.03	(\$14,442.91)	\$25,335.94

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SP 001-602-014		\$1,455,183.97	\$0.00	\$1,429,848.03	\$25,335.94	\$1,455,183.97

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
001	Regular (CSAH)	\$5,067.19	\$303,373.76	\$295,817.21	\$291,036.77
006	Federal	\$20,268.75	\$1,213,495.16	\$1,183,268.91	\$1,164,147.20

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SP 001-602-014	1	2024-08-31	\$1,366,413.42	\$68,320.67	\$1,298,092.75
SP 001-602-014	2	2024-09-27	\$50,791.75	\$2,539.59	\$48,252.16
SP 001-602-014	3	2024-10-28	(\$12,697.03)	(\$56,815.18)	\$44,118.15
SP 001-602-014	4	2024-11-19	\$39,782.80	\$397.83	\$39,384.97
SP 001-602-014	5	2025-06-13	\$10,893.03	(\$14,442.91)	\$25,335.94

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SP 001-602-014	SP 001-602-014	\$1,455,183.97	\$0.00	\$1,429,848.03	\$25,335.94	\$1,455,183.97

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SP 001-602-014	001	\$5,067.19	\$303,373.76	\$295,817.21	\$291,036.77
SP 001-602-014	006	\$20,268.75	\$1,213,495.16	\$1,183,268.91	\$1,164,147.20

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 001-602-014	1	2021.501	MOBILIZATION	LS	\$61,000.00	1	0	\$0.00	1	\$61,000.00
SP 001-602-014	2	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	\$1.00	1	0	\$0.00	1	\$1.00
SP 001-602-014	3	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.25	783	0	\$0.00	586.66	\$1,319.99
SP 001-602-014	4	2118.5092	AGGREGATE SURFACING CLASS	TON	\$17.50	3940	0	\$0.00	4053	\$70,927.50



Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SP 001-602-014	5	2232.504	MILL BITUMINOUS SURFACE (1.0")	S Y	\$0.40	192525	0	\$0.00	190762.67	\$76,305.07
SP 001-602-014	6	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$2.85	28877	0	\$0.00	9325	\$26,576.25
SP 001-602-014	7	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$45.50	24699	0	\$0.00	24592.7	\$1,118,967.85
SP 001-602-014	8	2563.601	TRAFFIC CONTROL	LS	\$3,900.00	1	0.05	\$195.00	1	\$3,900.00
SP 001-602-014	9	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.13	73458	0	\$0.00	58552	\$7,611.76
SP 001-602-014	10	2582.503	4" SOLID LINE MULTI-COMPONENT	L F	\$0.37	126874	31754	\$11,748.98	127015	\$46,995.55
SP 001-602-014	11	2582.503	4" BROKEN LINE MULTI-COMPONENT	L F	\$0.37	10450	2565	\$949.05	10260	\$3,796.20
Base Bid Totals:								\$12,893.03		\$1,417,401.17

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SP 001-602-014	PARTICIPATING	\$12,893.03	\$1,417,401.17

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
SP 001-602-014	BK1	13	2360.601 WEARING COURSE INCENTIVE (LUMP SUM)	\$12,335.34	1	\$12,335.34	ITM	0	\$0.00	1	\$12,335.34
SP 001-602-014	BK2	14	2360.601 WEARING COURSE INCENTIVE (LUMP SUM)	\$27,447.46	1	\$27,447.46	ITM	0	\$0.00	1	\$27,447.46
SP 001-602-014	CO1	12	2582.601 MATERIAL CHANGE PRICE DEDUCT (LUMP SUM)	(\$2,000.00)	1	(\$2,000.00)	ITM	1	(\$2,000.00)	1	(\$2,000.00)
Contract Change Totals:									(\$2,000.00)		\$37,782.80

Contract Change Totals			
Number	Description	Effective Date	Amount
1	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-27 (2360) Plant Mixed Asphalt Pavement, a \$12,335.34 incentive was earned on the contract.  The density worksheets are in the inspection file for documentation.	11/08/2024	\$12,335.34
2	In accordance with MnDOT Specification 2399 Pavement Surface Smoothness and Special Provision S-27 (2360) Plant Mixed Asphalt Pavement, a \$27,447.46 smoothness incentives was earned on the contract. The IRI and ALR sheets and the summary sheets are in the inspection file for documentation.	11/08/2024	\$27,447.46



1	The solid edge line didn't meet specifications for straightness in numerous area on the project. The Contractor agreed to a lump sum deduct of \$2000 (approximately 5%) for the deficient work.	11/07/2024	(\$2,000.00)
---	--	------------	--------------

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total				\$1,455,183.97
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**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED August 12, 2025

By Commissioner: xxx

**20250812-xxx**

**Final Contract Payment #20245**

**WHEREAS**, Contract No. 20245 has been completed, and the County Board being fully advised in the premises.

**NOW THEREFORE BE IT RESOLVED**, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Hawkinson Construction Co. Inc in the amount of \$25,335.94.

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, John Welle, County Engineer, 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 12<sup>th</sup> day of August 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12<sup>th</sup> day of August 2025

\_\_\_\_\_  
John Welle  
County Engineer

WLB1  
8/6/25

11:00AM

# Aitkin County

Audit List for Board

**AUDITOR'S VOUCHERS ENTRIES**



# 2AB

Page 1

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Vendor No.	Name	Amount			
89991	Bremer Bank	81.38	42 Transactions		
1 Fund Total:		81.38	General Fund	1 Vendors	42 Transactions

3 Road & Bridge

# Aitkin County

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



Vendor No.	Name	Amount			
89991	Bremer Bank	1,780.66	39 Transactions		
3 Fund Total:		1,780.66	Road & Bridge	1 Vendors	39 Transactions

WLB1  
8/6/25 11:00AM  
10 Trust

# Aitkin County

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



Vendor No.	Name	Amount			
89991	Bremer Bank	29.59		1 Transactions	
10 Fund Total:		29.59	Trust	1 Vendors	1 Transactions

WLB1  
8/6/25 11:00AM  
19 Long Lake Conservation Cen

# Aitkin County

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



Vendor	<u>Name</u>	<u>Amount</u>			
89991	Bremer Bank	12.82	2 Transactions		
<b>19 Fund Total:</b>		<b>12.82</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

WLB1  
8/6/25 11:00AM  
21 Parks

# Aitkin County

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



Vendor No.	Name	Amount			
89991	Bremer Bank	507.21		65 Transactions	
21 Fund Total:		507.21	Parks	1 Vendors	65 Transactions
Final Total:		2,411.66	5 Vendors	149 Transactions	



# Aitkin County

Audit List for Board

**AUDITOR'S VOUCHERS ENTRIES**



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	81.38	General Fund
3	1,780.66	Road & Bridge
10	29.59	Trust
19	12.82	Long Lake Conservation Center
21	507.21	Parks
All Funds	2,411.66	Total

Approved by,

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



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** 2025 Confession of Judgement Update

<input checked="checked" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>  <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="checked" type="checkbox"/> Information Only	
<b>Submitted by:</b> Kathleen Ryan		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kathleen Ryan, County Auditor		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b>  A confession of judgment is a payment plan that enables a taxpayer to repay delinquent taxes over time to prevent forfeiture. The contract combines all delinquent taxes, penalties, special assessments, costs and accumulated interest into a single sum. Contract interest accrues on the unpaid balance monthly. One installment is due annually by December 31st for the duration of the contract. Current year taxes must be kept up to date each year as well. The contract balance can be paid in full at anytime without penalty. Contract terms and eligibility requirements are dictated by the State of Minnesota and can be found in MS Statute 279.37. The legal right to confess is restricted to certain parties including the owner, heir of the owner, lender under a mortgage agreement, buyer under a contract for deed, a power of attorney or a party holding a life estate. The contract terms are determined by the property classification for real property only.  In 2025, Aitkin County issued Confession of Judgments on 7 parcels, keeping those parcels from forfeiting.  Currently Aitkin County has 17 parcels with COJs (including the 7 which began in 2025).  I will update with more details at the board meeting.		
<b>Alternatives, Options, Effects on Others/Comments:</b>   		
<b>Recommended Action/Motion:</b>   		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="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="checked" type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

**3B**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** 2026 Budget for the General Government departments

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="checked" type="checkbox"/> Information Only
<b>Submitted by:</b> Kathleen Ryan		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kathleen Ryan, County Auditor		<b>Estimated Time Needed:</b> 20 Minutes
<b>Summary of Issue:</b>  Overview of the current draft 2026 budget for the General Government departments.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <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>		



# 2026 PRELIMINARY GENERAL FUND BUDGET PRESENTATION

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AITKIN COUNTY BOARD OF COMMISSIONERS

PRESENTED BY: KATHLEEN RYAN

DATE: AUGUST 12, 2025



# GENERAL FUND BUDGET SUMMARY

---

- 2025 Budget:
  - - Levy: \$10,512,930
  - - Expenditures: \$19,509,401
- 2026 Budget:
  - - Levy: \$11,982,252
  - - Expenditures: \$19,419,995
- Levy Increase: \$1,469,822 (14%) – No Use of Fund Balance Budgeted



# DEPARTMENTS WITH LARGEST NET INCREASES

---

- • Corrections: +\$169,766 (+73.39%)
  - Less CCA Subsidy (\$34,964) Higher Detention Costs (\$80,000)
- • IT: +\$214,821 (+22.77%)
  - Licensing Upgrades (M365 G3 and Teams Calling)
- • Assessor: +\$54,775 (+6.96%)
  - Mobile Assessor
- • Elections: +\$31,271 (+36.88%)
  - Major Election Year
- • Sheriff: +\$383,115 (+5.75%)
  - No COPS Grant (\$125,000)
  - STS Funding Cut (\$37,000)
  - No Budgeted Use of Fund Balance



## 2026 Preliminary Budget Information

<u>Department</u>		2025 Budget	2026 Budget	DIFFERENCE	PERCENT CHANGE
Administration	REVENUE	0.00	0.00	0.00	0.00%
	EXPENDITURES	289,086.00	329,899.00	40,813.00	14.12%
	NET	289,086.00	329,899.00	40,813.00	14.12%
	<b>**Payroll Increase</b>				
Assessor	REVENUE	(181,375.00)	(180,184.00)	1,191.00	-0.66%
	EXPENDITURES	968,128.00	1,021,712.00	53,584.00	5.53%
	NET	786,753.00	841,528.00	54,775.00	6.96%
	<b>**Payroll Increase</b>				
	<b>**New Mobile Assessor</b>				
Attorney	REVENUE	(142,807.00)	(145,083.00)	(2,276.00)	0.63%
	EXPENDITURES	1,478,536.00	1,546,181.00	67,645.00	4.84%
	NET	1,335,729.00	1,401,098.00	65,369.00	16.74%
	<b>**Payroll Increase</b>				
Auditor	REVENUE	(327,330.00)	(379,380.00)	(52,050.00)	6.41%
	EXPENDITURES	985,549.00	942,761.00	(42,788.00)	-6.50%
	NET	658,219.00	563,381.00	(94,838.00)	-9.48%
	<b>**Payroll Decrease - 1 less position</b>				
Commissioners	REVENUE	0.00	0.00	0.00	0.00%
	EXPENDITURES	332,458.00	331,620.00	(838.00)	-0.25%
	NET	332,458.00	331,620.00	(838.00)	-0.25%



Corrections	REVENUE	(986,434.00)	(936,470.00)	49,964.00	-5.07%
	EXPENDITURES	1,217,752.00	1,337,554.00	119,802.00	9.84%
	NET	231,318.00	401,084.00	169,766.00	73.39%

**\*\*Payroll Increase**

**\*\*Less CCA Subsidy**

**\*\*Higher Juvenile Detention**

Economic Development	REVENUE	0.00	0.00	0.00	0.00%
	EXPENDITURES	133,590.00	145,308.00	11,718.00	8.77%
	NET	133,590.00	145,308.00	11,718.00	8.77%

**\*\*Payroll Increase**

Elections	REVENUE	(6,000.00)	(27,890.00)	(21,890.00)	364.83%
	EXPENDITURES	90,780.00	143,941.00	53,161.00	58.56%
	NET	84,780.00	116,051.00	31,271.00	36.88%

**\*\*2026 Election Activity (2 State and Federal Elections)**

Environmental Services	REVENUE	(889,163.00)	(833,413.00)	55,750.00	-6.27%
	EXPENDITURES	1,172,125.00	1,217,745.00	45,620.00	3.89%
	NET	282,962.00	384,332.00	101,370.00	35.82%

**\*\*Payroll Increase**

**\*\*New Permitting Software**

**\*\*Lower Levy Revenue**

**\*\*Less Use of Fund Balance**



HR	REVENUE	0.00	0.00	0.00	0.00%
	EXPENDITURES	428,495.00	448,141.00	19,646.00	4.58%
	NET	428,495.00	448,141.00	19,646.00	4.58%
	**Payroll Increase				
IT	REVENUE	(1,500.00)	(1,500.00)	0.00	0.00%
	EXPENDITURES	944,785.00	1,159,606.00	214,821.00	22.74%
	NET	943,285.00	1,158,106.00	214,821.00	22.77%
	**Payroll Increase				
	**MS Office / MS Teams Calling				
	**MS 365 G3 Licenses				
License Center	REVENUE	(208,750.00)	(253,200.00)	(44,450.00)	21.29%
	EXPENDITURES	270,850.00	251,208.00	(19,642.00)	-7.25%
	NET	62,100.00	(1,992.00)	(65,092.00)	-103.21%
	**New Staff				
	**Increase in DMV Revenue				
Maintenance / Buildings	REVENUE	0.00	0.00	0.00	0.00%
	EXPENDITURES	1,472,743.00	736,131.00	(736,612.00)	-50.02%
	Totals	1,472,743.00	736,131.00	(736,612.00)	-50.02%
	**No Major Capital Expense for 2026				
Recorder	REVENUE	(180,000.00)	(180,000.00)	0.00	0.00%
	EXPENDITURES	462,948.00	418,845.00	(44,103.00)	-9.53%
	NET	282,948.00	238,845.00	(44,103.00)	-15.59%
	**Major Project Completed				



Sheriff	REVENUE	(1,284,555.00)	(834,036.00)	450,519.00	-35.07%
	EXPENDITURES	7,950,906.00	7,883,502.00	(67,404.00)	-0.85%
	NET	6,666,351.00	7,049,466.00	383,115.00	5.75%

**\*\*Payoll Increase**

**\*\*No COPS Grant**

**\*\*No Use of Fund Balance (no expenditures budgeted)**

Treasurer	REVENUE	(30,100.00)	(30,100.00)	0.00	0.00%
	EXPENDITURES	353,107.00	378,022.00	24,915.00	7.06%
	NET	323,007.00	347,922.00	24,915.00	7.71%

**\*\*Payoll Increase**

Vet Services	REVENUE	(13,000.00)	(14,000.00)	(1,000.00)	7.69%
	EXPENDITURES	195,728.00	209,682.00	13,954.00	7.13%
	NET	182,728.00	195,682.00	12,954.00	7.09%

**\*\*Payoll Increase**



# DEPARTMENTS WITH LARGEST NET DECREASES

---

- • Maintenance:/Buildings -\$736,612 (-50.02%)
  - No Major Capital Expenses Budgeted
- • Auditor: -\$94,838 (-9.48%)
  - One Less Position
- • Recorder: -\$44,103 (-15.59%)
  - Completed Project
- • License Center: -\$65,092 (-103.21%)
  - Higher Revenue Offset



# PAYROLL HIGHLIGHTS

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- • Payroll increases across majority of departments
- • Auditor: Decrease due to position reduction



# CAPITAL AND PROJECT HIGHLIGHTS

---

- • No major capital expenses (Maintenance/Buildings)
- • Assessor: New mobile assessing system
- • Environmental Services: New permitting software
- • Recorder: Project completed in 2025



# 2026 ELECTION YEAR IMPACT

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- • Major election year: State and Federal elections
- • Higher expenditures: staffing, equipment, ballots



# REVENUE TRENDS

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- Decreases in:
  - - Corrections
  - - Environmental Services
  - - Sheriff (loss of COPS Grant, STS State Funding)
- Increases in:
  - - License Center
  - - Elections



# ADDITIONAL DEPARTMENTAL NOTES

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- • IT: increase in Programming/Contracts for MS Licensing
- • Sheriff: No fund balance use in 2026
- • Environmental Services: Less use of fund balance
- • Corrections: Juvenile detention costs up



# FINAL SUMMARY

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- 14% Levy Increase without any budgeted use of Fund Balance or other contingencies entered
- Overall Salaries and Benefits for all General Fund Departments have increased 4%
- Largest increase in expenditures is in Contracts & Service Agreements as noted in other areas of the presentation



Fund	Sum of 2025 BUDGET	Sum of PROPOSED 2026 Budget	
General Fund - 01	\$79,070.00	\$38,500.00	
Capital Expenditures (over \$5000)	\$1,400,036.00	\$533,000.00	
Communication Services	\$112,429.00	\$107,714.00	
Contract & Service Agreements	\$2,387,389.00	\$2,628,080.00	<b>**Audit Contract, Mobile Assessor, IT (Teams Calling, M365G3), New Permitting Software, Juvenile Detention</b>
Dues/Registrations	\$63,524.00	\$79,853.00	
Fees	(\$1,335,290.00)	(\$1,317,158.00)	
Grants	(\$5,295,051.00)	(\$4,954,036.00)	<b>**Less FTS, No COPS Grant, No STS Grant, Lower CCA Subsidy</b>
Hotel/Meals/Mileage/Gas	\$305,798.00	\$273,923.00	
Insurance	\$210,618.00	\$221,058.00	
Levy	<b>(\$10,512,430.00)</b>	<b>(\$11,889,094.00)</b>	<b>13%</b>
Materials & Supplies	\$510,681.00	\$492,663.00	
Other Expenditures	\$740,990.00	\$747,811.00	
Other Revenue	(\$2,287,060.00)	(\$1,128,009.00)	<b>**Use of Fund Balance and Payroll Contingency</b>
Professional Development	\$38,550.00	\$36,930.00	
Salaries & Benefits	<b>\$13,508,586.00</b>	<b>\$13,970,765.00</b>	<b>3%</b>
Utilities	\$230,300.00	\$235,000.00	
<b>Grand Total</b>	<b>\$79,070.00</b>	<b>\$38,500.00</b>	





# Board of County Commissioners Agenda Request

**3C**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Update on Appropriation requests for 2026 Budget

<input checked="checked" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <div style="display: flex; justify-content: space-between;"><div><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></div><div><input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="checked" type="checkbox"/> Information Only</div></div>
<b>Submitted by:</b> Kathleen Ryan	<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kathleen Ryan, County Auditor	<b>Estimated Time Needed:</b> 5 Minutes
<b>Summary of Issue:</b>  Update the Board of Commissioners regarding appropriation requests for 2026 Budget.	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b>	
<b>Financial Impact:</b> <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes <input checked="checked" type="checkbox"/> No</div><div><input type="checkbox"/> Yes <input checked="checked" type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>	



# **2026 Appropriation Requests**



### Aitkin County Budget Appropriations and Dues

	2021	2022	2023	2024	2025	2026	Percent Increase	Comments	Other Agreement/ Statute
<b>Dues</b>									
North Counties Land Use Coordinating Board (10-921.6240)	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	0.0%	*Per Land Budget	
MN Rural Counties Caucus (MRCC) (01-44.6844)	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	\$2,300	0.0%	*Per Budget	
Association of MN Counties (AMC) (01-44.6845)	\$10,960	\$11,042	\$11,142	\$12,234	\$14,234	\$15,477	8.7%	*Per Budget	
Arrowhead Counties (01-44.6846)	\$2,750	\$2,750	\$2,750	\$2,750	\$2,750	\$2,750	0.0%	*Per Budget	
Joint Counties Natural Resource Board (10-921.6240)	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	0.0%	*Per Land Budget	
<b>Joint Powers</b>									
East Central Regional Library (Dept 500-500.6801)	\$233,577	\$242,535	\$252,236	\$252,236	\$287,538	\$287,538	0.0%	*used 2025 request	
Airport-McGregor (Dept 700-903.6801)	\$14,600	\$14,600	\$14,600	\$15,600	\$15,600	\$17,160	10.0%		
Snake River Watershed (Dept 600-552.6836)	\$10,079	\$10,079	\$10,079	\$10,079	\$0	\$0	0.0%	Disbanded	
Airport-Aitkin (Dept 700-903.6800)	\$14,107	\$20,000	\$30,000	\$30,000	\$60,000	\$60,000	0.0%		
Mississippi Headwaters Board (Dept 600-552.6847)	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	0.0%		
<b>Appropriations</b>									
Soil and Water (Dept 600-552.6801)	\$76,549	\$81,349	\$81,349	\$81,549	\$81,549	\$81,549	0.0%	\$68,849 County Allocation \$7,700 LCWP \$5,000 Ag Inspector	MS 103C
C.A.R.E. (Dept 500-502.6848)	\$37,900	\$37,900	\$37,900	\$37,900	\$55,000	\$75,800	37.8%		
Historical Society (Dept 500-501.6801)	\$18,500	\$19,000	\$19,000	\$25,000	\$26,250	\$26,250	0.0%		MS 138.052
Historical Society Insurance (Dept 500)	\$3,200	\$4,050	\$4,455	\$5,435	\$5,635	\$6,199	10.0%	10% Increase	MS 138.052
Ag Society (Dept 600-550.6801)	\$10,000	\$12,000	\$12,000	\$14,000	\$14,000	\$14,000	0.0%	*used 2025 request	MS 38.14
Ag Society Capital Improvement (Dept 600-550.6843)	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	*used 2025 request	
Ag Society Insurance (Dept 600)	\$5,000	\$6,074	\$6,681	\$7,349	\$10,830	\$11,913	10.0%	10% Increase	
ANGELS	\$1,685	\$3,631	\$0	\$0	\$0	\$0	0.0%		
Dues & Appropriations	\$455,707	\$481,810	\$498,992	\$510,932	\$590,186	\$615,436	4.3%		
<b>Additional Organizations</b>									
Support Within Reach (01-44.6847)	\$1,500	\$1,500	\$2,000	\$2,000	\$3,000	\$3,000	0.0%	*used 2025 request	
AEOA Rural Rides Program (01-44.6848)	\$0	\$0	\$0	\$0	\$0		0.0%		
Total Dues & Appropriations	\$455,522	\$483,310	\$500,992	\$512,932	\$593,186	\$618,436	15.6%		



# Board of County Commissioners Agenda Request

**4A**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Removing old County purchased items through County Garage Sale

<input checked="" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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	
<b>Submitted by:</b> April Kellerman		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 5 min.
<b>Summary of Issue:</b>  Approve donating County owned assets that are no longer needed/used to Non-Profits and other Government Entities. The date set for those interested is September 9th and 10th.  Approve holding a County Garage sale for any remaining items September 11th and 12th.  Administrative Assistant will be sending out emails to the Non-profits in Aitkin County to notify them of the dates.  An ad will be run for 2 weeks in the Aitkin Independent Age to notify the public of the garage sale dates of Sept. 11th & 12th.  **This follows the Fixed Asset disposal in the Operations Policy.		
<b>Alternatives, Options, Effects on Others/Comments:</b>     		
<b>Recommended Action/Motion:</b> Approve donating County owned assets that are no longer needed/used to Non-Profits and other Government Entities on September 9th and 10th and holding a County Garage sale for any remaining items September 11th and 12th.		
<b>Financial Impact:</b> <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 <span style="float: right;"><i>Please Explain:</i></span>		



# Board of County Commissioners Agenda Request

## 4B

Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** County/Administration related Updates



REGULAR AGENDA



CONSENT AGENDA



INFORMATION ONLY

**Action Requested:**



Approve/Deny Motion



Adopt Resolution (attach draft)



Direction Requested



Discussion Item



Hold Public Hearing\*

*\*provide copy of hearing notice that was published*

**Submitted by:**

Mark Jeffers

**Department:**

Administration

**Presenter (Name and Title):**

Mark Jeffers, Economic Development Coordinator

**Estimated Time Needed:**

5 minutes

**Summary of Issue:**

County/Administration related updates presented to the Board.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Discussion only.

**Financial Impact:**

*Is there a cost associated with this request?*



Yes



No

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

*Is this budgeted?*



Yes



No

*Please Explain:*





## Aitkin County Board of Commissioners Committee Reports Forms

# 5A

Agenda Item #

Committee	Freq	Scheduled	Representative
<b>Association of MN Counties (AMC)</b>			
Environment & Natural Resources Policy			Environmental Services Director
General Government			Commissioner Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Westerlund
Public Safety Committee			Commissioner Westerlund
Transportation Policy			Commissioner 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)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Sample
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
JET (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	Westerlund Alt. Sample
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





# Board of County Commissioners Agenda Request

**6A**  
Agenda Item #

**Requested Meeting Date:** August 12, 2025

**Title of Item:** Closed Session for Labor Negotiations (MN Stat. 13D.03)

<input checked="" type="checkbox"/> REGULAR AGENDA  <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <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 checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> Human Resources
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> 20-30 minutes
<b>Summary of Issue:</b> <p>A public body may close a meeting to discuss strategy for labor negotiations. Before closing, specify the grounds permitting the closed meeting (i.e., labor negotiations strategy). Identify participants. A reminder - the closed session must be tape-recorded.</p> <p>Negotiations this Fall will include the Teamsters Non-licensed Essential Unit (jail/dispatch) and LELS Licensed Essential Unit (licensed peace officers). All other units are settled for 2026.</p> <p>Information to support labor negotiations strategy will be shared with the Board for discussion. A follow-up closed session is scheduled for September 23, 2025, after the new administrator is on board and has been brought up to speed on the budget and negotiations.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to close the meeting to discuss labor negotiations strategy pursuant to MN Statuet 13D.03. Discussion. Motion to reopen the meeting.		
<b>Financial Impact:</b> <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>		