



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: August 26, 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: **2559 971 7718**

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 items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.

- A) Correspondence File-**
August 12, 2025 - August 25, 2025
- B) Approve County Board Minutes-**
August 12, 2025
- C) Approve Electronic Funds Transfers**
EFT Report thru 08.18.25
- D) Approve Auditor Vouchers-**
Auditor Warrants - HHS 08.08.25
- E) Approve Manual Warrants/Voids/Corrections-**
ELAN 07.31.25
- F) Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 08.08.25
- G) Approve Commissioner's Vouchers**
Commissioner Warrants 08.15.25
- H) Approve Auditor Vouchers-**
Auditor Warrants - R&B 08.15.25
- I) Approve Manual Warrants/Voids/Corrections-**
ELAN 08.14.25
- J) Approve Auditor Vouchers-**
Auditor Warrants - HHS 08.15.25
- K) Approve-**
Approval of Advisory Committee Appointee
- L) Approve-**
Equipment Purchase - Audio/Video Equipment
- M) Approve-**
Mutual Aid Agreement 2025-2027 Contract No. 90509
- N) Approve Auditor Vouchers-**
Auditor Warrants - 08.22.25

9:00 a.m.

- 3) Dan Guida – County Sheriff
A) 2026 Sheriff's Office Budget

9:15 a.m.

- 4) Dennis Thompson – Land Commissioner
A) 2026 Proposed Land Department Budget

9:30 a.m.

- 5) John Welle – County Engineer
A) 2026 Budget Presentation

10:00 a.m.

- 6) Carli Goble - Health & Human Services Fiscal Supervisor
A) 2026 Presentation of Draft H&HS Budget

10:20 a.m.

- 7) Jim Bright – Facilities Coordinator
A) Adopt Resolution - Contract for Commissioning Services for HHS Remodel Project

10:30 a.m.

- 8) Mark Jeffers – Economic Development Coordinator
A) ATV Economic Impact Study - Information Only
B) County/Administration Related Updates

10:45 a.m.

- 9) Board of Commissioners
A) Commissioner Committee Reports

ADJOURN



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

August 12, 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 8:59 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	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
Adding item 6B

1.D Citizens Public Comment by:

Stan Gustafson - Aitkin County Growth Innovations

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

July 22, 2025 - August 11, 2025

B) Approve County Board Minutes-

July 22, 2025

C) Approve Electronic Funds Transfers

Total	\$2,489,760.89
-------	----------------

D) Approve-

Committee of the Whole Minutes 07.31.25

E) Approve Auditor Vouchers-

Auditor Warrant - HHS 07.18.25

HHS	\$32,485.49					Total	\$32,485.49
-----	-------------	--	--	--	--	-------	-------------

F) Adopt Resolution-

2026 Unorganized Township Levies

G) Approve Auditor Vouchers-

Auditor Warrants 07.25.25

R&B	\$398,840.61	Forest	\$14,866.81			Total	\$413,707.42
-----	--------------	--------	-------------	--	--	-------	--------------

H) Approve Auditor Vouchers-

Auditor Warrant - HHS 07.25.25

HHS	\$35,432.65	Opioid	\$6,311.78			Total	\$41,744.43
-----	-------------	--------	------------	--	--	-------	-------------

I) Approve-

Developer Agreement approval of amended start date

J) Approve Commissioner's Vouchers

Commissioner Warrants 08.01.25

General	\$422,220.47	Reserves	\$2,505.82	R&B	\$640,020.80	Trust	\$17,311.65
Forest	\$5,036.98	Taxes	\$1,941.20	LLCC	\$6,973.63	Parks	\$7,317.17
						Total	\$1,103,327.72

K) Approve-

Affidavit of Duplicate of Lost Warrant

L) Approve Auditor Vouchers-

Auditor Warrant - R&B 08.01.25

R&B	\$288,376.07					Total	\$288,376.07
-----	--------------	--	--	--	--	--------------	--------------

M) Approve Manual Warrants/Voids/Corrections-

ELAN 07.17.25

General	\$3,319.49	Reserves	\$509.64	Trust	\$85.00	LLCC	\$1,165.76
HHS	\$97.50					Total	\$5,177.39

N) Approve Auditor Vouchers-

Auditor Warrant - HHS 08.01.25

General	\$30.10	HHS	\$51,270.65	Opioid	\$37,365.00	Total	\$88,665.75
---------	---------	-----	-------------	--------	-------------	--------------	-------------

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

General	\$81.38	R&B	\$1,780.66	Trust	\$29.59	LLCC	\$12.82
Parks	\$507.21					Total	\$2,411.66

Regular Agenda

3A Kathleen Ryan – County Auditor

Informational Only

2025 Confession of Judgement Update - Information Only

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

3B Kathleen Ryan – County Auditor

Informational Only

2026 budget for the General Government departments - Information Only

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

Commissioner Kearney left meeting at 9:30 a.m.

3C Kathleen Ryan – County Auditor

Informational Only

Update on Appropriation requests for 2026 Budget - Information Only

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

4A Mark Jeffers

Motion to:

Approve Removing old County Purchased items through County Garage Sale

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Laurie Westerlund

4B Mark Jeffers

Informational Only

County/Administration related Update

HHS Remodel updates and informing the public of changes, Roof Replacements updates, 2 community food assessment meetings, AMC Fall Conference reminder, Economic Development Coordinator presented to the Lakes Association meeting

5A Board of Commissioners

Informational Only

Commissioner Committee Reports

ATV Committee, Mille Lacs Fisheries Input Group, Extension, Committee of the Whole, Snake River 1W1P Policy, Budget Committee, JET, Lakes Association Summit, East Central Regional Library Board, Aquatic Invasive Species, McGregor Airport, HHS Advisory, Aitkin Airport

6A Bobbie Danielson – Human Resources Director

Closed Session for Labor Negotiations (MN Stat. 12D.03)

Motion to Close Meeting for Labor Negotiations (MN Statute 13D.03)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

Attendance of those present during Closed Sesseion

J. Mark Wedel	District #1
Laurie Westerlund	District #2
Travis Leiviska	District #3
Bret Sample	District #4
Bobbie Danielson	Human Resources Director

Motion to Reopen Meeting

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Travis Leiviska

6B Chris Sutch - IT Manager

Closed Session for IT Security Briefing

Motion to Close Meeting for IT Security Briefing (MN Statute 13D.05, subd. 3(D))

Motion made at 11:08 a.m.

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Laurie Westerlund

Attendance of those present during Closed Sesseion

J. Mark Wedel	District #1
Laurie Westerlund	District #2
Travis Leiviska	District #3
Bret Sample	District #4
Chris Sutch	IT Manager
April Kellerman	Administrative Assistant

Motion to Reopen Meeting

Motion made at 11:19 a.m.

MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund

Motion to Adjourn

Motion made at 11:20 a.m.

MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund
Next Meeting:	Tuesday, August 26, 2025

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

John Welle
County Engineer



Board of County Commissioners Agenda Request



Requested Meeting Date: 8/26/2025

Title of Item: EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: EFT Report thru 8/18/2025		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Thru August 18, 2025 Board Meeting August 26, 2025

	\$3,943,415.85
--	----------------

S:Board Report:2025 EFT Board Report Thru Date

Save Report Options?: N

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
9608	AMAZON CAPITAL SERVICES (HHS only)	732.27	28 Transactions
14436	ANDERSON/CORY	324.94	4 Transactions
360	Arrowhead Econ Opp Agency	15,754.75	2 Transactions
10110	AT&T Mobility (HHS)	2,426.20	18 Transactions
9483	Cahoon/Jeana	966.27	1 Transactions
9853	Chamberlin/Richard & Berdine	1,549.07	1 Transactions
13545	Contegrity Group, Inc.	4,752.00	3 Transactions
10399	Cox/Lisa	71.56	1 Transactions
10719	Dave Paulson Construction	2,110.00	3 Transactions
10721	Ebert Construction	23,348.34	3 Transactions
10580	Fossum/Jozee	230.16	2 Transactions
10655	Geionety/Timothy	1,179.24	1 Transactions
13830	HAMDORF/BREA	289.03	1 Transactions
10683	Heikkila/Danielle	1,075.75	3 Transactions
10605	Herrick/Richard	245.36	1 Transactions
10526	Jarvela/Jennifer	94.72	2 Transactions
9847	KK Advertising Inc.	77.25	1 Transactions
10435	LexisNexis Risk Solutions FL Inc.	180.00	1 Transactions
9163	Magness/Luke	344.32	4 Transactions
90318	McKesson Medical	86.39	1 Transactions
5910	Mille Lacs Band Family Services	8,203.53	6 Transactions
3639	Northland Counseling Ctr Inc	858.50	4 Transactions
9014	PAPER STORM	97.20	3 Transactions
9993	Pellinen/Jessica & Matthew	400.00	5 Transactions
10716	Prevention & Treatment Resource Press	1,136.74	1 Transactions
10657	Quadient (HHS)	1,999.96	1 Transactions
4010	Rasley Oil Company	375.11	7 Transactions
13876	SCHOENROCK/ADAM	248.14	2 Transactions
10376	Schumm/Morgan	77.78	1 Transactions
10275	Seebeck/Robert & Patricia	3,255.31	2 Transactions
86177	Sheriff Aitkin County	60.00	1 Transactions
13729	SIMS/MEGAN REBECCA	645.48	2 Transactions
90740	SLC Human Service Conference	900.00	2 Transactions
10115	Smith/Vanessa	1,772.27	2 Transactions
4507	Sorensen-Root Thompson Funeral Home	1,850.00	1 Transactions
90847	State Fire Marshall	50.00	1 Transactions

SLM1

8/7/25

12:48PM

Health & Human Services

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 3

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
10262	Stokes/Lesa & Eric	1,212.72	1 Transactions
10530	The Therapist PLC	585.00	3 Transactions
9567	THOMPSON/ANESSA	165.95	2 Transactions
9553	Vestis	67.33	3 Transactions
10724	Village Laundromat LLC	84.50	1 Transactions
9615	WEX BANK - HHS	177.42	3 Transactions
10440	Young/Griffin	498.37	3 Transactions
Final Total		80,558.93	43 Vendors 138 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	80,558.93	Health & Human Services
All Funds	80,558.93	Total

Approved by,

.....

WLB1
8/7/25 3:20PM

1 General Fund

Aitkin County

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



2E

Page 2

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	3,775.78	21 Transactions		
1 Fund Total:		3,775.78	General Fund	1 Vendors	21 Transactions

WLB1
8/7/25 3:20PM
10 Trust

Aitkin County



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

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	2,233.99		3 Transactions	
10 Fund Total:		2,233.99	Trust	1 Vendors	3 Transactions
Final Total:		6,009.77	2 Vendors	24 Transactions	

WLB1
8/7/25 3:21PM

Aitkin County



Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	459.94		2 Transactions	
3 Fund Total:		459.94	Road & Bridge	1 Vendors	2 Transactions
Final Total:		459.94	1 Vendors	2 Transactions	

WLB1
8/7/25 3:20PM
5 Health & Human Services

Aitkin County



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

Page 2

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	641.62	9 Transactions		
5 Fund Total:		641.62	Health & Human Services	1 Vendors	9 Transactions
Final Total:		641.62	1 Vendors	9 Transactions	

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,775.78	General Fund
10	2,233.99	Trust
All Funds	6,009.77	Total

Approved by,
.
.

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	459.94	Road & Bridge
All Funds	459.94	Total

Approved by,
.....
.....

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	641.62	Health & Human Services
All Funds	641.62	Total

Approved by,
.....
.....

Total Elan pd 7.31.25 = \$7,111.33

WLB1
8/8/25

10:16AM

Aitkin County



2F

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Vendor No.	Name	Amount			
780	Bremer Bank	0.02	1 Transactions		
8410	Bremer Bank	1,466.01	5 Transactions		
1 Fund Total:		1,466.03	General Fund	2 Vendors	6 Transactions

WLB1
8/8/25 10:16AM

9 State

Aitkin County



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

Vendor No.	Name	Amount			
780	Bremer Bank	110,146.95	2 Transactions		
9 Fund Total:		110,146.95	State	1 Vendors	2 Transactions

WLB1
8/8/25 10:16AM
13 Taxes & Penalties

Aitkin County



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

Page 4

Vendor No.	Name	Amount			
8410	Bremer Bank	78.40	1 Transactions		
13 Fund Total:		78.40	Taxes & Penalties	1 Vendors	1 Transactions

WLB1

8/8/25

10:16AM

19 Long Lake Conservation Cen

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 5

Vendor Name

No.

Amount

8410 Bremer Bank

494.55

2 Transactions

19 Fund Total:

494.55

Long Lake Conservation Center

1 Vendors

2 Transactions

Final Total:

112,185.93

5 Vendors

11 Transactions

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,466.03	General Fund
9	110,146.95	State
13	78.40	Taxes & Penalties
19	494.55	Long Lake Conservation Center
All Funds	112,185.93	Total

Approved by,

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

WLB1
8/8/25

12:02PM

Aitkin County



2G

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

8/8/25

12:02PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 2

1 General Fund

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	1,333.37	5 Transactions
50	Aitkin Body Shop, Inc	2,443.05	2 Transactions
111	Aitkin Co Soil & Water	709.00	1 Transactions
11416	Aitkin County CARE, Inc	80.00	1 Transactions
86222	Aitkin Independent Age	456.50	6 Transactions
9561	Amazon Business	1,034.16	20 Transactions
14005	American Tower Corporation	413.20	1 Transactions
14563	Anoka County Corrections	11,407.00	1 Transactions
9138	ASAP Towing	690.00	4 Transactions
248	Association of Mn Counties	75.00	1 Transactions
10452	AT&T Mobility	532.60	4 Transactions
15240	AT&T Mobility (Central Serv)	443.41	5 Transactions
10265	AT&T Mobility (Community Correct)	362.79	4 Transactions
15239	AT&T Mobility (P&Z)	274.38	2 Transactions
9203	AT&T Mobility (Sheriff's)	2,988.89	6 Transactions
9687	AutoSmith	66.26	1 Transactions
9323	Avery/Jill	232.50	1 Transactions
10981	Bakken/Glen A.J.	50.00	1 Transactions
13725	Beartooth Hardware Inc	12.58	1 Transactions

1 General Fund

Vendor No.	Name	Amount	
9757	Brightly Software, Inc	9,691.87	1 Transactions
783	Canon Financial Services, Inc	119.14	3 Transactions
10850	Carlson/David L	63.00	2 Transactions
14714	Carroll/William	1,366.00	1 Transactions
10520	Charter Communications Holding (Sheriff)	208.58	1 Transactions
12780	CliftonLarsonAllen LLP	15,750.00	2 Transactions
1059	CMI, Inc.	238.80	1 Transactions
10855	Culligan Soft Water	55.00	1 Transactions
14106	Cyntox LLC	351.00	2 Transactions
1333	Dell Marketing L.P.	2,120.23	1 Transactions
10527	Dotzler/Amy Lynne	770.00	1 Transactions
9440	Dotzler/Sharon A	35.00	1 Transactions
1491	Dutch's Electric, Inc	161.85	2 Transactions
5557	Eddy/Nancy	50.00	1 Transactions
10231	eGoldfax	205.87	1 Transactions
91345	Elvecrog/Roberta C	35.00	1 Transactions
1775	Galls LLC	1,201.20	3 Transactions
11634	Gammello & Pearson PLLC	484.50	6 Transactions
1754	Garrison Disposal Company, Inc	692.22	1 Transactions
3343	Genz/Kameron	142.28	2 Transactions

WLB1

8/8/25

12:02PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 4

1 General Fund

Vendor No.	Name	Amount	
14559	Goodin Company	659.45	1 Transactions
4173	Grams/Lori	216.51	6 Transactions
7525	Hometown Bldg Supply	177.44	1 Transactions
2340	Hyytinen Hardware Hank	43.04	2 Transactions
88628	Imperial Dade	187.11	3 Transactions
2375	Intoximeters Inc	39.50	1 Transactions
14508	Janzen/Hugh	50.00	1 Transactions
12045	Janzen/Joy	47.60	2 Transactions
14813	Joerger/Rebecca	57.40	2 Transactions
10039	Kadiri House, LLC	35,586.60	2 Transactions
10119	Kearney/Michael	326.39	3 Transactions
10494	Kolar Toyota	107.17	1 Transactions
5767	Lamke/Dennis C.	150.00	1 Transactions
2810	Larson/Shari S	4,317.79	6 Transactions
9046	Loffler Companies, Inc.	865.41	21 Transactions
9594	MACATFO	150.00	3 Transactions
14071	Marco Technologies LLC	19,802.80	18 Transactions
12048	McDowell Agency, Inc./The	161.70	1 Transactions
90853	Mickelson/Bonnie H	36.40	2 Transactions
999999000	MILLE LACS ENERGY COOPERATIVE	201.05	1 Transactions

WLB1

8/8/25

12:02PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 5

1 General Fund

Vendor No.	Name	Amount	
14666	Minnesota Corrections Association	220.50	1 Transactions
11997	Minnesota Monitoring, Inc	1,207.75	1 Transactions
3354	Minnesota Safety Council	518.58	1 Transactions
935	MN Department Of Commerce	21.60	1 Transactions
10412	O'Reilly Auto Parts	54.00	1 Transactions
10677	Olsen/Gerald D	50.00	1 Transactions
10036	OSM	39.42	1 Transactions
3776	Palisade One Stop	182.36	1 Transactions
3789	Pan-O-Gold Baking Company	118.20	2 Transactions
3810	Paulbeck's County Market	708.27	1 Transactions
9808	Performance Foodservice	5,482.16	2 Transactions
13613	PRIA	145.00	1 Transactions
3950	Public Utilities	9,602.57	4 Transactions
3987	Ramsey County Medical Examiner	5,144.00	3 Transactions
4010	Rasley Oil Company	385.83	3 Transactions
9360	Redwood Toxicology Laboratory, Inc.	816.17	1 Transactions
9151	River Valley Forensic Services PA	3,250.00	1 Transactions
5774	Riverwood Healthcare Clinic	7,864.50	6 Transactions
13129	SeaChange Printing & Marketing Serv LLC	322.19	1 Transactions
10879	Shred-It	120.34	1 Transactions

WLB1

8/8/25

12:02PM

Aitkin County



1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor No.	Name	Amount	
3200	Star Tribune Media Company LLC	850.62	1 Transactions
90100	The Institute For Psychological And	700.00	1 Transactions
86235	The Office Shop Inc	200.97	2 Transactions
13934	The Tire Barn	750.62	9 Transactions
10930	Tidholm Productions	317.60	1 Transactions
9617	Timber Lakes Septic Service, Inc.	400.00	1 Transactions
15126	Timinski/Matthew	100.00	1 Transactions
3518	Voyageur Press Of McGregor, Inc	197.00	2 Transactions
11970	Wikelius/Charles	50.00	1 Transactions
9255	Witt/Warren	100.00	1 Transactions

1 Fund Total:	160,449.84	General Fund	89 Vendors	233 Transactions
----------------------	-------------------	---------------------	-------------------	-------------------------

WLB1
8/8/25 12:02PM

2 Reserves Fund

Aitkin County

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



Vendor No.	Name	Amount			
9561	Amazon Business	64.08	1 Transactions		
2 Fund Total:		64.08	Reserves Fund	1 Vendors	1 Transactions

WLB1

8/8/25

12:02PM

3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 8

<u>Vendor No.</u>	<u>Name</u>	<u>Amount</u>	
10420	AITKIN BACKWOODS FARM SUPPLY LLC	346.00	1 Transactions
90762	Aitkin Co License Center	54.00	1 Transactions
170	Aitkin Motor Company	43.62	1 Transactions
9561	Amazon Business	1,037.98	2 Transactions
7916	AT&T Mobility (R&B)	38.23	1 Transactions
86467	Auto Value Aitkin	136.97	2 Transactions
10220	Avenu Insights & Analytics, LLC	7,421.46	1 Transactions
14887	Cintas Corporation	57.19	4 Transactions
2763	Countryside Sanitation, LLC	193.05	2 Transactions
10855	Culligan Soft Water	55.00	1 Transactions
9326	Dehn Oil Company	19,179.32	2 Transactions
8694	Department of Transportation	3,274.15	2 Transactions
8500	Diamond Mowers, Inc	1,201.92	1 Transactions
10718	EVANS/RICHARD PAUL	6,410.00	2 Transactions
8622	Frontier Communications Holdings LLC	524.37	3 Transactions
1754	Garrison Disposal Company, Inc	140.28	1 Transactions
1880	Gravelle Plumbing & Heating, Inc	150.00	1 Transactions
2340	Hyytinen Hardware Hank	98.31	5 Transactions
11406	Innovative Office Solutions, LLC	87.47	1 Transactions

WLB1

8/8/25

12:02PM

3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 9

Vendor No.	Name	Amount	
7705	Isle Automotive Corp	30.78	1 Transactions
9046	Loffler Companies, Inc.	94.98	1 Transactions
14071	Marco Technologies LLC	570.00	3 Transactions
3100	McGregor Oil	1,964.41	1 Transactions
12927	Midwest Machinery Co.	12,213.82	4 Transactions
9708	MOMENTUM TRUCK GROUP	838.72	4 Transactions
9179	NORTH CENTRAL INTERNATIONAL, LLC	336.59	1 Transactions
8436	Northland Parts	26.66	2 Transactions
10412	O'Reilly Auto Parts	12.78	1 Transactions
14861	Parman Energy Group	3,542.00	10 Transactions
8537	Powerplan OIB	336.43	1 Transactions
3950	Public Utilities	232.05	4 Transactions
15211	Quality Disposal Systems Inc	83.40	1 Transactions
4070	Riley Auto Supply	1,500.02	12 Transactions
10723	SAMSARA INC	6,842.64	1 Transactions
14812	SCI Broadband/Savage Communications	155.63	1 Transactions
9176	SPARKY'S TOOLS, LLC	13.99	1 Transactions
10455	Temco	410.18	1 Transactions
9362	TRUEMAN WELTERS, INC	965.50	1 Transactions
9946	White Cap, LP	932.04	1 Transactions

WLB1
8/8/25 12:02PM

3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 10

Vendor Name
No.

Amount

8279 Winzer Franchise Company

200.24

1 Transactions

3 Fund Total:

71,752.18

Road & Bridge

40 Vendors

87 Transactions

WLB1

8/8/25

12:02PM

5 Health & Human Services

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 11

Vendor Name

No.

Amount

9046 Loffler Companies, Inc.

416.90

4 Transactions

14071 Marco Technologies LLC

3,534.00

21 Transactions

5 Fund Total:

3,950.90

Health & Human Services

2 Vendors

25 Transactions

WLB1
8/8/25 12:02PM

9 State

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 12

Vendor No.	Name	Amount			
4580	Mn Dept Of Finance	7,472.00	5 Transactions		
3375	Mn Dept Of Health	1,011.00	1 Transactions		
9 Fund Total:		8,483.00	State	2 Vendors	6 Transactions

WLB1

8/8/25

12:02PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 13

10 Trust

Vendor No.	Name	Amount	
86222	Aitkin Independent Age	27.00	1 Transactions
170	Aitkin Motor Company	151.25	2 Transactions
10452	AT&T Mobility	706.50	1 Transactions
10855	Culligan Soft Water	60.20	1 Transactions
1419	Demenge/Mark	1,199.90	1 Transactions
1754	Garrison Disposal Company, Inc	110.30	1 Transactions
9046	Loffler Companies, Inc.	42.21	1 Transactions
14071	Marco Technologies LLC	855.00	3 Transactions
3100	McGregor Oil	40.50	2 Transactions
9692	Minnesota Energy Resources Corporation	46.35	1 Transactions
10412	O'Reilly Auto Parts	73.09	3 Transactions
4070	Riley Auto Supply	139.54	7 Transactions
5791	Sappi	13,395.45	2 Transactions
5173	Thomson Reuters-West Publishing	6,486.05	4 Transactions
12788	Timmer Implement of Aitkin	137.19	2 Transactions

10 Fund Total:

23,470.53

Trust

15 Vendors

32 Transactions

WLB1

8/8/25

12:02PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 14

11 Forest Development

Vendor Name
No.

Amount

10717 Doosan Bobcat North America, Inc

17,218.38

2 Transactions

10232 Jerry's Roadside Mowing LLC

7,315.00

1 Transactions

9046 Loffler Companies, Inc.

21.10

1 Transactions

86235 The Office Shop Inc

69.99

2 Transactions

11 Fund Total:

24,624.47

Forest Development

4 Vendors

6 Transactions

WLB1
8/8/25 12:02PM
13 Taxes & Penalties

Aitkin County

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



Vendor No.	Name	Amount			
999999000	MILLE LACS ENERGY COOPERATIVE	21,768.00	1 Transactions		
13 Fund Total:		21,768.00	Taxes & Penalties	1 Vendors	1 Transactions

WLB1

8/8/25

12:02PM

19 Long Lake Conservation Cen

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 16

Vendor Name

No.

Amount

2763 Countryside Sanitation, LLC

157.95

1 Transactions

15300 MCGREGOR ACE HARDWARE

92.83

1 Transactions

11946 McGuire Mechanical

369.85

1 Transactions

10029 Nor-Tran, Inc.

1,770.00

1 Transactions

3776 Palisade One Stop

1.99

1 Transactions

4761 Sysco Minnesota Inc

739.24

1 Transactions

4968 Upper Lakes Foods, Inc

1,047.18

1 Transactions

19 Fund Total:

4,179.04

Long Lake Conservation Center

7 Vendors

7 Transactions

WLB1

8/8/25

12:02PM

21 Parks

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 17

Vendor No.	Name	Amount	
13725	Beartooth Hardware Inc	9.00	1 Transactions
1430	Dotzler Power Equipment	62.74	2 Transactions
10618	Erik's Lawn Service	2,660.00	6 Transactions
2340	Hyytinen Hardware Hank	11.99	1 Transactions
3024	Kingsley/Russell Lee	10,937.50	2 Transactions
15211	Quality Disposal Systems Inc	442.72	1 Transactions
9617	Timber Lakes Septic Service, Inc.	200.00	1 Transactions
5128	Widseth Smith & Nolting Inc	9,655.00	1 Transactions

21 Fund Total:	23,978.95	Parks	8 Vendors	15 Transactions
-----------------------	------------------	--------------	------------------	------------------------

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name	Amount			
10660	Apex Software	1,500.00	1 Transactions		
22 Fund Total:		1,500.00	Coronavirus Relief Fund	1 Vendors	1 Transactions
Final Total:		344,220.99	170 Vendors	414 Transactions	

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	160,449.84	General Fund
2	64.08	Reserves Fund
3	71,752.18	Road & Bridge
5	3,950.90	Health & Human Services
9	8,483.00	State
10	23,470.53	Trust
11	24,624.47	Forest Development
13	21,768.00	Taxes & Penalties
19	4,179.04	Long Lake Conservation Center
21	23,978.95	Parks
22	1,500.00	Coronavirus Relief Fund
All Funds	344,220.99	Total

Approved by,

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



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

KMR1
8/13/25 1:13PM

Aitkin County



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

Page 2

3 Road & Bridge

Vendor		<u>Name</u>	<u>No.</u>	<u>Amount</u>		
303	DEPT				R&B Highway Maintenance	
	15335	LOT PROS INC.		6,039.77	1 Transactions	
	10516	TNT Construction Group, LLC		14,176.95	6 Transactions	
303	DEPT Total:			20,216.72	R&B Highway Maintenance	2 Vendors 7 Transactions
307	DEPT				R&B Capital Infrastructure	
	7050	Anderson Brothers Construction		2,481,697.69	3 Transactions	
	9051	Hawkinson Construction Company Inc		25,335.94	1 Transactions	
	9741	REDSTONE CONSTRUCTION, LLC		7,594.46	1 Transactions	
	9641	S & R REINFORCING, INC.		164,354.94	1 Transactions	
307	DEPT Total:			2,678,983.03	R&B Capital Infrastructure	4 Vendors 6 Transactions
3	Fund Total:			2,699,199.75	Road & Bridge	13 Transactions
	Final Total:			2,699,199.75	6 Vendors	13 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	2,699,199.75	Road & Bridge
All Funds	2,699,199.75	Total

Approved by,
.....
.....

KMR1
8/14/25 9:49AM

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
8/14/25 9:49AM

Aitkin County



1 General Fund

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

Page 2

Vendor		<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800		4,177.48	ELAN PD 08.14.25	08-08-2025	ELAN - Statement Payment	N
	5462 Bremer Bank (Elan ACH)		4,177.48	1 Transactions			
1 Fund Total:			4,177.48	General Fund	1 Vendors	1 Transactions	
Final Total:			4,177.48	1 Vendors	1 Transactions		

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	4,177.48	General Fund
All Funds	4,177.48	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 - 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>			
88284	Aitkin Co Recorder	13.00	1 Transactions
9561	Amazon Business	236.06	4 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	1,125.47	6 Transactions
10152	Blunt/Patrick	66.15	6 Transactions
9593	Boser/Alissa	35.00	3 Transactions
9333	BRODHEAD/MICHELLE	59.43	6 Transactions
89523	Butterfield/Brenda	125.40	1 Transactions
783	Canon Financial Services, Inc	757.03	9 Transactions
11051	Department of Human Services	6,606.10	3 Transactions
9846	Ehlke-Bejcek/Sara	68.46	6 Transactions
10652	Gilb/Zachary	178.15	3 Transactions
9915	Holloway/Christy	201.20	1 Transactions
15136	HOPPE/JOEL	82.46	6 Transactions
88102	Itasca Co Human Services	1,722.64	1 Transactions
10297	Johnson/Jodie	49.98	6 Transactions
10456	King/Miranda	79.27	2 Transactions
90182	Laboratory Corp Of America Holdings	264.00	2 Transactions
6110	Lakes & Pines CAC, Inc	8,105.18	1 Transactions
11072	Lutheran Social Service MN Guardianship	1,119.30	3 Transactions
3334	MCIT	4,086.00	3 Transactions
14877	NEMITZ/BILINDA	340.58	3 Transactions
10571	Nexus Gerard Family Healing	15,569.13	1 Transactions
3639	Northland Counseling Ctr Inc	3,762.00	1 Transactions
14518	ROSS RESOURCES, LTD	8,273.90	7 Transactions
9930	SHI International Corp.	170.00	3 Transactions
14390	TANGE, MSW/PHILIP B	472.50	2 Transactions
10530	The Therapist PLC	585.00	3 Transactions
9268	VFW Post 1727, Roberts-Glad Post 1727	2,650.00	3 Transactions
13084	WELLNESS IN THE WOODS	1,750.00	1 Transactions
Final Total		58,553.39	29 Vendors
			97 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	58,553.39	Health & Human Services
All Funds	58,553.39	Total

Approved by,

.....



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: Approval of Advisory Committee Appointee

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i> <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only	
Submitted by: Paula Arimborgo		Department: H&HS Administration
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approval of new member appointment to Health & Human Services Advisory Committee as follows: Liz Short, Commissioner District 4		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend approval of Liz Short to the Health & Human Services Advisory Committee		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: **Elizabeth Tillotson-Short**

STREET ADDRESS OF APPLICANT:

41643 244th Place

McGregor MN 55760

PHONE NUMBERS:

DAYS **(612) 991-3116**

EVENINGS _____

AITKIN COUNTY COMMISSIONER DISTRICT **4**

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

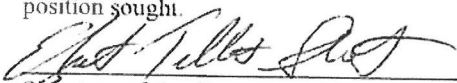
I would like to submit my application for consideration to serve on the Health and Human Services (HHS) Advisory Committee. After 10 years of service as a Public Health Nurse for Aitkin County I retired in January of 2025. I would like to continue to serve the community of Aitkin County in any capacity that I can, bringing my relevant experience to the table.

My past work experience includes 25 years in private industry in various roles such as operations, customer service, sales management and executive management. My last 10 years of employment at Aitkin County HHS as a Public Health Nurse required collaboration with all departments at HHS to ensure timely delivery of services to the community in a fiscally responsible manner.

I appreciate your consideration of my application.

Liz Short, PHN

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


Signature of Applicant

08/12/2025

Date

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

Is this application submitted by appointing authority?

Yes

☐

No

☒

Is this application submitted at the suggestion of appointing authority?

Yes

☐

No

☒

**Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431**

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



HEALTH & HUMAN SERVICES

Aitkin County
204 1st Street NW
Aitkin, MN 56431

Phone: 218-927-7200
Toll Free: 800-328-3744
Fax: 218-927-7210

Advisory Committee Application Form

NAME: Elizabeth _____ Tillotson-Short _____
(First) (MI) (Last)

Address: 41643 244th Place _____ Home Phone: 612-991-3116
McGregor MN 55760 _____
Business Phone: _____
Cell Phone: _____

Employer: N/A _____ Occupation: Retired _____
Email Address: Lizshort471@gmail.com _____

1. Please state your reason for applying:

After 10 years of service as a Public Health Nurse for Aitkin County I retired in January of 2025. I would like to continue to serve the community of Aitkin County in any capacity that utilizes my experience in Health and Human Services (HHS).

2. What has been your past involvement with Public Health Services, Social Services, Financial Services, and other civic and community activities?

My last 10 years of employment at Aitkin County HHS as a Public Health Nurse required collaboration with all departments to ensure timely delivery of services in a fiscally responsible manner. My civic role includes serving as the Treasurer for Jevne Township in District 4. I also serve in a volunteer capacity for the local food shelf in McGregor.

3. Are you able to attend meetings during the day? ☒ Yes ☐ No
Currently meetings are held at 3:00pm on the first Thursday of each month.
4. Are you able to attend at least 10 meetings per year? ☒ Yes ☐ No
5. Would you be willing to serve a one-year or a two-year term? ☒ 1yr ☐ 2yr

Signature of Applicant: [Signature]

Date: 08/13/25

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:

Aitkin County Health & Human Services Attention:

Paula Arimborgo
204 1st Street NW
Aitkin, MN 56431

Or email to paula.arimborgo@aitkincountymn.gov
Questions? Call: 218-927-7203 or 1-800-328-3744

This institution is an equal opportunity provider.



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: Equipment Purchase - Audio/Video Equipment

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Paula Arimborgo		Department: H&HS Administration
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: The HHS Remodel Project includes upgrading audio/video system equipment for use by Public Health. The County Engineer granted approval under Section VII.A.1 of the Aitkin County Procurement Policy to exceed the typical purchasing authority amount of \$25,000 for this equipment in the amount of \$29,424.04 from Marco. This purchase was expedited to utilize COVID grant funding available to Public Health before it became unavailable and was coordinated through the Information Technology Department.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to approve purchase of Public Health equipment for a total of \$29,424.04		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 29,424.04 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: Mutual Aid Agreement 2025-2027 Contract No. 90509

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Paula Arimborgo		Department: H&HS Administration
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: This Mutual Aid Agreement builds upon the existing agreement within our AIK CHB and broadens our capacity to request or extend mutual aid to county and tribal partners across the Northeast region of Minnesota. In the event of a sudden emergency or disaster that overwhelms a participating county or tribe - whether due to the scale of the incident or the strain on their own resources - this agreement allows the affected jurisdiction to request personnel, equipment, and/or supplies to support their response efforts. The agreement establishes the roles, responsibilities, and liabilities of both the requesting and responding parties. It also serves as the formal written agreement required by FEMA to ensure eligibility for reimbursement of qualified costs incurred during a qualifying emergency. This agreement has been review and approved by the Aitkin County Attorney.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend approval of Mutual Aid Agreement 2025-2027 Contract No. 90509		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Mutual Aid Agreement for Public Health and Human Services and the Use of Resources including Personnel and Equipment

THIS AGREEMENT is made and entered into between Aitkin County; Bois Forte Band of Chippewa; Carlton County; Cook County; Fond du Lac Band of Lake Superior Chippewa; Grand Portage Band of Lake Superior Chippewa; Itasca County; Koochiching County; Lake County; Leech Lake Band of Ojibwe; and St. Louis County, (collectivity referred to as “Parties” and individually as “Participating Party” or “Party”). The Parties are governmental units as defined in Minnesota Statutes Section 471.59, subd. 1(b).

Aitkin County, Carlton County, Cook County, Itasca County, Koochiching County, Lake County, and St. Louis County, (collectivity referred to as “County Parties” and individually as “County Party”), are political subdivisions of the State of Minnesota and acting pursuant to the authority granted under Minnesota Statutes, Section 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties; and Section 12.27, subd. 3, which authorizes mutual aid arrangements for dispatch of resources to be authorized by a local delegation of authority.

Bois Forte Band of Chippewa, Fond du Lac Band of Lake Superior Chippewa, Grand Portage Band of Lake Superior Chippewa, and Leech Lake Band of Ojibwe (collectivity referred to as “Tribal Parties” and individually as “Tribal Party”), are federally recognized Indian Tribes and independent sovereign governments acting pursuant to their inherent sovereign authority applicable tribal resolutions and tribal laws, regulations, and policies.

In consideration of the mutual promises and Agreements contained herein, and subject to the provisions of Minnesota Statutes, Sections 471.59 and 12.27, subd. 3 for the County Parties, the Parties agree as follows:

Article 1 Enabling Authority

- A. The County Parties enter into this Agreement pursuant to Minnesota Statutes Section 471.59 and Minnesota Statutes Section 12.27, subd. 3, which authorize two or more governmental units to jointly exercise any power common to the contracting parties and authorize the governing body of a political subdivision to delegate a local authority who may dispatch equipment and personnel as considered necessary if a danger of fire, hazard, casualty, or

another similar occurrence exists outside of the political subdivision and by its suddenness it would be impractical for the governing body itself to authorize the dispatch of equipment.

- B. The Tribal Parties enter into this Agreement as independent sovereign governments acting pursuant to their inherent sovereign authority, applicable tribal resolutions, and tribal laws, regulations, and policies.
- C. These arrangements must be consistent with the local emergency operations plan for each Party, if required.
- D. For the purposes of this Agreement, the local authority for each Participating Party shall be the Health and Human Services Director for each governmental unit unless a difference official is designated by a Party.

Article 2

Purpose

- A. The Parties to this Agreement intend to make equipment, personnel and other resources available to each Party who has signed this Agreement upon its request to the other Parties who have signed the Agreement.
- B. The Parties to this Agreement intend that the Agreement serve as a valid written agreement for mutual aid as required by FEMA in requesting reimbursement for those reasonable eligible costs incurred as a result of a qualifying emergency.
- C. The Parties to this Agreement also intend that the Agreement cover preparation and training for emergency activities.

Article 3

Definitions

For the purposes of this Agreement, the following terms shall be defined as follows:

- A. "Assistance" means personnel, equipment, supplies and/or services from the following departments: Health and Human Services and any other services as agreed upon by the Parties and permitted by law.
- B. "Employee" means those personnel currently working for a Party including selected and appointed officials, officers and volunteers who are registered with and under the direction and control of that Party.
- C. "Participating Party" means a governmental unit as defined by Minnesota Statutes, Section 471.59, subd. 1. "Parties" shall collectively mean more than one Party.

- D. "Requesting Official" means the person designated by a Participating Party who is responsible for requesting Assistance from the other Participating Parties. For the purposes of this Agreement, the Requesting Official will be the Participating Party's Health and Human Services Director.
- E. "Requesting Party" means a Participating Party that requests Assistance from another or other Participating Parties.
- F. "Responding Official" means the person designated by a Participating Party who is responsible to determine whether and to what extent that Participating Party should provide Assistance to a Requesting Party. For the purposes of this Agreement, the Responding Official will be the Party's Health and Human Services Director.
- G. "Responding Party" means a Participating Party that provides Assistance to a Requesting Party.

Article 4

Provision of Mutual Aid

- A. Request for Assistance. Whenever, in the opinion of a Requesting Official, there is a need for Assistance from other Parties, the Requesting Official may call upon the Responding Official of any other Party to furnish Assistance. The Requesting Party, within a reasonable period of time, shall provide the Responding Parties with a written confirmation of the need for Assistance including details regarding requested resources, timelines/schedules and location(s) for assistance.
- B. Response to Request. Upon the request for assistance from a Requesting Party, the Responding Official may authorize and direct his/her Party's personnel to provide Assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of resources. Once Assistance has been authorized, the Responding Party, within a reasonable period of time, shall provide the Requesting Party with a written confirmation of Assistance including details regarding the personnel and resources to be provided and when they will be available.
- C. Recall and Release of Assistance. The Responding Official may at any time recall such assistance when, in his or her best judgment or by an order from the governing body of the Responding Party or its designee, it is considered to be in the best interest of the Responding Party to do so. The Requesting Party may at any time release a Responding Party or an individual from providing any further assistance.

- D. Command of Incident. The Requesting Party shall be in command of the mutual aid incident. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official withdraws assistance.
- E. State Declared Emergency. If the State of Minnesota or an authorized state agency declares an emergency, the applicable statutes and administrative rules pertaining to state declared emergencies shall prevail where they conflict with the provisions of this Agreement.
- F. Volunteer Registration. Any volunteers participating in the mutual aid activities shall register with the Party in command of the incident (the Requesting Party).

Article 5

Hold Harmless and Indemnification

- A. The Requesting Party shall defend, indemnify and hold harmless the Responding Party and its Employees against any and all claims brought or actions filed against the Responding Party or its Employees for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of Assistance in responding to a request for Assistance by the Requesting Party pursuant to this Agreement.
- B. For purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), applicable to the County Parties, the Employees and officials of a Responding Party are deemed to be Employees (as defined in Minnesota Statutes, Section 466.01, subd. 6) of the Requesting Party, but only when a County Party is the Requesting Party and only for purposes of addressing the County Parties' liability under this Agreement. The Employees of the Responding Party shall not be considered Employees of the Requesting Party for any other purpose.
- C. Under no circumstances shall a County Party be required to pay on behalf of itself and other County Parties, any amounts in excess of the limits of liability established in Minnesota Statutes chapter 466 applicable to any third party claim. The statutory limits of liability for some or all of the County Parties may not be added together or stacked to increase the maximum amount of liability for any third party claim.
- D. Each Participating Party agrees to promptly notify the other Participating Parties if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney's fees, involving or reasonably likely to involve the other Participating Parties, and arising out of acts or omissions related to this Agreement.

- E. The intent of this Article 5 is to impose on each Requesting Party a duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to applicable limits of liability. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.
- F. There shall be no liability to any Participating Party for failure to furnish Assistance or for recalling or releasing Assistance as described in this Agreement.

Article 6

Workers' Compensation

Each Participating Party shall be responsible for injuries or death of its own Employees to the extent required by law. Each Participating Party will maintain workers' compensation insurance or self-insurance coverage, covering its own Employees while they are providing assistance pursuant to this Agreement. Each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own employees or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Article 7

Damage to Equipment

Each Participating Party, to the extent a Party is at fault, shall be responsible for damage to or loss of its equipment while acting within the scope of this Agreement. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

Article 8

Charges to the Requesting Party

- A. No charges will be levied by a Responding Party to this Agreement for Assistance rendered to a Requesting Party under the terms of this Agreement unless that Assistance continues for a period of more than 8 hours. If Assistance provided under this Agreement continues for more than eight (8) hours, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of any Assistance provided after the initial eight (8) hour period, including salaries, overtime, materials and supplies and other necessary expenses and the Requesting Party shall reimburse the party providing the Assistance for that amount.

- B. The Requesting Party shall take all steps necessary to seek state or federal reimbursement on behalf of the Responding Party for the actual cost of any Assistance provided during the initial eight (8) hour period including salaries, overtime, materials and supplies, and other necessary expenses.
- C. The Parties acknowledge that charges may be assessed without regard to the availability of federal or state government funds to reimburse the charges.

Article 9

Term of Agreement

This Agreement will commence upon approval of the Participating Party and the signature of the official(s) with authority to bind the Party. This Agreement shall be in effect until such time as the Agreement is terminated pursuant to Article 11 herein. This Agreement will only apply to those Parties whose county boards, city council or other authorized signatory have lawfully executed the document.

Article 10

Merger and Modification

- A. It is understood and agreed that the entire Agreement between the Parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the Parties relating to the subject matter hereof.
- B. Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the Participating Parties hereto.

Article 11

Default and Withdrawal

- A. A default in this Agreement may occur when a Party fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement. Unless the Party's default is excused by the other Participating Parties, the non-defaulting Parties may by majority, vote to remove the defaulting Party by providing written notice of termination of the Agreement as to the defaulting Party only. Any such removal or termination of this Agreement shall become effective upon the sending of such notice and will not cancel any obligations incurred by any Party prior to such termination.

- B. Any Party may withdraw from this Agreement with or without cause by providing thirty (30) days' prior written notice to the other Parties herein.
- C. The terms of Article 5, 6, 7, 12 and 13 shall survive the expiration, termination or withdrawal from this Agreement.
- D. Only the governing bodies or authorized signatory of the Participating Parties have authority to act pursuant to this provision of the Agreement.

Article 12

Jurisdiction, Rights, Claims and Defenses

- A. Nothing in this Agreement shall be construed to relinquish, diminish, confer, alter or otherwise affect the Parties' law enforcement jurisdiction. The Parties mutually agree that this Agreement does not alter existing law enforcement jurisdiction or the authority or rights of either Party over areas within each Party's jurisdiction. The Parties also mutually agree that nothing in this Agreement shall be deemed to alter or affect the Tribal Parties' authority of self-governance, sovereignty, the Tribal Parties' treaty rights, or any rights and powers the Tribal Parties' hold under applicable laws or treaties.
- B. Except as expressly provided herein, the fact that the Tribal Parties or the County Parties are or may have been a party to this Agreement shall not be construed as a waiver of any rights, claims or defenses that, absent this Agreement, any of those entities may have under any applicable law.
- C. Nothing in this Agreement shall waive or otherwise limit the Tribal Parties' sovereign immunity from suit or otherwise impair the sovereignty of the Tribal Parties.

Article 13

Data Privacy

- A. The Parties acknowledges that successful implementation of this Agreement may require information sharing between the Parties and the Parties may receive information that is treated as confidential by the other Party while performing obligations under this Agreement, including but not limited to information pertaining to governmental operations, personnel, governmental affiliates or subsidiaries, or other sensitive governmental data. The Parties further acknowledge and agree that confidential information shared in the implementation of this Agreement must be used solely for the purposes outlined in this Agreement and protected from disclosure to third parties.
- B. Each Party agrees to comply with data practices, storage, or confidentiality laws, rules, regulations, or ordinances applicable to that Party.

- C. In the event a Party receives a request for another Party's data or information, including requests made pursuant to Minnesota Government Data Practices Act, the Party that received the request will inform the other Party prior to disclosure. Nothing in this Agreement shall be construed to prevent disclosure of confidential information as may be required by applicable law or regulation, or pursuant to the valid order of a court of competent jurisdiction or an authorized government agency, provided that the disclosure does not exceed the extent of disclosure required by such law, regulation, or order.

Article 14

Compliance

Participating Parties shall comply with all applicable federal, tribal, state and local statutes, regulations, rules and ordinances in force or hereafter enacted.

Article 15

Parties

Other units of government or entities identified in Minn. Statutes, Section 471.59, subd. 1 may become a party to this Agreement upon approval of the Parties to this Agreement at the date of the request. The new Party will sign a copy of the Agreement. Existing Parties will not be required to re-sign.

Article 16

Execution

Each Party hereto has read, agreed to and executed this Agreement on the date indicated.

Article 17

Counterparts

This Agreement may be executed in any number of counterparts, each counterpart for all purposes being deemed an original, and all such counterparts shall together constitute one and the same agreement.

Article 18

Contract Administration

In order to coordinate the services so as to accomplish the purposes of this Agreement, each Participating Party's "Requesting Official"/"Responding Official" or equivalent counterpart, shall

be the contact person for each Participating Party under this Agreement. A Participating Party may designate someone other than the "Requesting Official"/"Responding Official" or equivalent, as the contact person by providing written notice to all other Participating Parties.

Article 19

Duration

This Agreement will be in force for a period of three (3) years from the date of execution. Any Party may withdraw from this Agreement upon thirty (30) days written notice to the other Party or Parties to the Agreement.

Aitkin County

Dated: _____

Bois Forte Band of Chippewa

Dated: _____

Carlton County

Dated: _____

Fond du Lac Band of Lake Superior Chippewa

Dated: _____

Cook County

Dated: _____

Grand Portage Band of Lake Superior Chippewa

Dated: _____

Itasca County

Dated: _____

Koochiching County

Dated: _____

Lake County

Dated: _____

Leech Lake Band of Ojibwe

Dated: _____

St. Louis County

Dated: _____

WLB1
8/21/25 8:47AM

Aitkin County

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



2N

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
8/21/25 8:47AM

Aitkin County



Vendor No.	Name	Amount			
10421	MN Department of Corrections	9,000.00	1	Transactions	
1 Fund Total:		9,000.00	General Fund	1 Vendors	1 Transactions

Aitkin County



Vendor No.	Name	Amount			
10553	ACM, LLC	7,496.72	1 Transactions		
10316	CASPER CONSTRUCTION INC	109,065.60	2 Transactions		
9457	Marvin Tretter, Inc	7,772.81	1 Transactions		
9741	REDSTONE CONSTRUCTION, LLC	212,640.30	1 Transactions		
3 Fund Total:		336,975.43	Road & Bridge	4 Vendors	5 Transactions
Final Total:		345,975.43	5 Vendors	6 Transactions	

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	9,000.00	General Fund
3	336,975.43	Road & Bridge
All Funds	345,975.43	Total

Approved by,

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



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 8/26/2025

Title of Item: 2026 Sheriff's Office Budget

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <div style="text-align: right; font-size: small;"><i>*provide copy of hearing notice that was published</i></div> <div style="float: right;"><input type="checkbox"/> Direction Requested <input checked="checked" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*</div>	
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed: 15 minutes
Summary of Issue: Present 2026 Sheriff's Office Budget		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <div style="display: flex; justify-content: space-between;"><div><i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i></div><div><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No</div><div><i>Please Explain:</i></div></div>		

AUTOPSIES/CORONER

Credit Accounts

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
01-123-6260	Autopsies/Pathology/Xrays	15,000	15,000	15,000	15,000
01-123-6262	Coroner Fees	40,000	40,000	40,000	40,000
01-123-6330	Transportation for Autopsy	20,000	20,000	20,000	20,000
		75,000	75,000	75,000	75,000

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
ENFORCEMENT					
<u>Credit Accounts</u>					
200-5307	Police State Aid	(145,000)	(145,000)	(175,000)	(200,000)
200-5308	Police Officer Training	(15,000)	(15,000)	(15,000)	(10,000)
200-5422	School Resource Officer Grant			-	-
200-5506	AIS Grant		(40,000)	(40,000)	(40,000)
200-5517	Reimbursed Tow Fees				
200-5526	Sheriff Svc Reimb (school/other)				(15,000)
200-5530	Sheriff's Fees	(9,000)	(9,000)	(9,000)	(10,000)
200-5531	Welfare				
200-5532	Mileage	(9,000)	(9,000)	(9,000)	(8,000)
200-5533	Alarm	(2,500)	(2,500)	(2,500)	(2,500)
200-5422	COPS Grant				
200-5613	Restitution	(4,500)	(4,500)	(4,500)	(9,000)
200-5760	Contributions-Restricted-Officer Safety				
200-5840	Misc. Receipts	(140,000)	(140,000)	(100,000)	(45,000)
200-5861	Misc. Insurance Reims.	(46,000)	(46,000)	(46,000)	(45,000)
200-5920	Sale of Capital Assets/Squads	(5,000)	(5,000)	(5,000)	(5,000)
200-040-5333	TZD Grant	-	-	-	-
<u>Staffing Expenses</u>					
200-6101	Salaries-Full Time	1,629,434	1,652,137	1,707,474	1,741,740
200-6102	Salaries-PartTime				
200-6108	Meals (not overnight)	100	100	100	100
200-6109	Overtime Salaries	108,000	108,000	50,000	115,000
200-6110	Holiday Pay	60,000	60,000	60,000	-
200-6111	State Paid FML				7,623
200-6124	Medicare (employer - 1.45%)	23,627	25,522	25,483	26,156
200-6145	PEIP Dental				5,100
200-6148	Employer Deduct Contr HSA	67,400	52,940	59,220	63,080
200-6150	Health Ins. (employer)	296,766	286,003	267,845	328,452
200-6152	Life Ins. (employer)	2,498	2,498	2,091	1,782
200-6154	Long Term Dis. (employer)	4,164	4,432	4,344	3,866
200-6155	Long Term Dis. (employee)				
200-6156	ID Theft Protection	3,002	-	-	-
200-6157	Retiree Health Insurance	12,290	7,169	6,145	6,100
200-6159	PERA (16.2% dep, 7.5% coord)	258,991	283,564	271,081	277,111

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
200-6165	FICA (emp) (6.20%)	17,558	17,007	10,969	7,875
200-6169	MNSCP in lieu of Health Ins	-	9,800	-	-
200-6171	Workers Comp (10%)	25,703	28,280	31,108	42,872

Enforcement Expenses

200-6180	Clothing Allowance	7,000	7,000	7,000	8,000
200-6190	Gym Membership				1,200
200-6199	Employee Recognition				
200-6205	Postage & Freight	1,800	1,800	2,000	3,000
200-6211	Net VI Task Force				
200-6220	Telephone	23,000	23,000	26,000	30,000
200-6230	Printing, Publishing, Advertising	600	600	600	600
200-6240	Membership Dues/Assoc Fees	5,000	5,000	6,000	9,000
200-6241	Registration Fee	500	500	500	500
200-6254	Utilities				
200-6260	Professional Consulting	10,000	10,000	10,000	10,000
200-6272	Physical Exam (employees)	1,500	1,500	1,500	-
200-6301	Rentals				
200-6302	Car Maintenance/Equipment	48,000	48,000	50,000	55,000
200-6314	Radio Maintenance				
200-6335	Gas & Oil	140,000	140,000	140,000	110,000
200-6340	Meals (overnight)	-	-	-	-
200-6342	Office Equip Rental/Contracts	2,050	2,050	2,200	2,200
200-6352	Insurance	77,135	84,989	93,487	94,000
200-6359	Wrecker Service	5,000	5,000	5,000	5,000
200-6360	Services, Labor, Contracts	30,000	45,000	75,000	100,000
200-6374	Auto & Trailer License	100	100	100	300
200-6405	Office Supplies	8,500	8,500	8,500	9,000
200-6409	Deputy Supplies	15,000	15,000	15,000	20,000
200-6590	Repair & Maintenance Supp				
200-6610	Equipment & Radios	50,000	50,000	50,000	50,000
200-6620	Auto, Trailers, Snowmobiles	160,000	120,000	150,000	150,000
200-6625	Office Equipment	5,000	-	-	
200-6630	Misc. Capital Outlay	10,000	10,000	10,000	10,000

Education

200-003-6241	Registration Fee	8,000	8,000	8,000	8,000
200-003-6330	Transportation, Travel & Parking	500	500	500	500
200-003-6332	Hotels/Motels	2,000	2,000	2,000	2,000
200-003-6335	Gas & Oil	200	200	200	200
200-003-6339	Meals (overnight)	500	500	500	500

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
Canine					
200-019-5760	Donations	(100)	(100)	(100)	(100)
200-019-5840	Misc. Receipts (forfeiture funds)				
200-019-6240	Dues	100	100	100	100
200-019-6332	Hotel/Motel, Lodging	300	300	300	300
200-019-6352	Insurance		1,000	1,000	1,000
200-019-6360	Services, Labor, Contracts	3,000	3,000	3,000	2,000
200-019-6241	Registration Fees				
200-019-6340	Meals				
200-019-6405	Office Supplies	1,000	1,000	1,000	1,000
200-019-6460	Deputy (K-9) Supplies		1,500	1,500	1,500
200-019-6511	Gas				
200-019-6610	Equipment				
Sheriff's Posse					
200-020-5830	Misc. Receipts				
200-020-6360	Posse Supplies				
Major Crime Investigation/Trial					
200-030-6231	Crime Invest./Trial				
Gun Permits					
200-039-5840	Gun Permit Fees			(35,000)	(25,000)
200-039-6263	Contract Legal Services				5,100
200-039-6409	Gun Permit Supplies				
D.A.R.E.					
200-081-6220	Refunds				
200-081-6409	D.A.R.E. Supplies				
		2,749,218	2,717,491	2,725,747	2,902,257

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
Boat & Water					
<u>Credit Accounts</u>					
202-2540	Fund Balance				
202-5124	Fireworks Permits				(30)
202-5138	Raft Permits				(50)
202-5158	Race Permits				(10)
202-5159	Fishing Contest Permits				(20)
202-5310	B & W Supplemental Grant (OT)	(5,500)	(5,500)	(5,500)	5,500
202-5315	Boat & Water Safety Grant	(20,903)	(25,113)	(36,040)	(35,000)
202-5840	Misc. Receipts	(100)	(100)	(100)	-
202-5861	Insurance Proceeds/Reimbursement				-
<u>Staffing Expenses</u>					
202-6101	Salaries-Full Time	64,320	68,183	70,552	75,971
202-6102	Salaries-PartTime			33,211	34,874
202-6109	Overtime Salaries	7,100	5,000	5,000	-
202-6110	Holiday Pay	741	741	1,482	-
202-6111	State Paid FML				471
202-6124	Medicare (employer 1.45%)	933	989	1,578	1,607
200-6148	Employer Deduct Contr HSA			2,645	2,904
202-6150	Health Ins. (employer)	7,200	9,769	14,072	9,180
202-6152	Life Ins. (employer)	53	55	98	63
202-6154	Long Term Dis. (emp)	95	101	194	176
202-6156	ID Theft Protection	74	74	148	-
202-6159	PERA	6,101	6,699	12,524	13,447
202-6165	FICA (emp) 6.20%	1,851	2,036	2,121	2,162
202-6171	Workers Comp	1,044	1,149	1,210	1,382

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
B & W Enforcement Expenses					
202-6180	Clothing Allowance	800	800	1,000	1,000
202-6190	Gym Membership				120
202-6205	Postage & Freight				
202-6220	Telephone	400	400	1,000	1,000
202-6230	Printing, Publishing, Advertising	150	150	150	-
202-6254	Utilities	300	300	300	-
202-6272	Physical Exam (employees)	400	-	-	
202-6302	B/W Maintenance/Equipment	4,000	4,000	3,000	3,000
202-6314	Radio Maintenance				
202-6335	Gas & Oil	8,000	8,000	10,000	10,000
202-6352	Insurance	1,835	2,600	2,860	2,800
202-6359	Wrecker Service				
202-6360	Services, Labor, Contracts	2,500	1,500	1,500	1,000
202-6374	Auto & Trailer License	150	150	150	200
202-6405	Office Supplies	350	350	500	500
202-6462	Sheriff Field Supplies	3,000	3,000	3,000	3,000
202-6610	Equipment	-	-	2,000	2,000
202-6617	Radio Equipment	1,500	-	-	-
202-6620	Auto, Trailers, Snowmobiles	20,000	20,000	20,000	-
202-6625	Office Equipment				
202-6630	Misc. Capital Outlay				
Education					
202-003-6200	Sheriff Training				
202-003-6241	Registration Fee				
202-003-6330	Transportation, Travel & Parking				

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
202-003-6331	Law Enforcement Training School				
202-003-6332	Hotels/Motels				
202-003-6340	Meals (overnight)				
202-003-6511	Gas & Oil				
		106,394	105,333	148,655	137,357

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
Snowmobile					
Credit Accounts					
203-5124	Fireworks Permit				(20)
203-5139	Golf Permit				
203-5158	Ice Race Permit				(10)
203-5159	Ice Fishing Contest Permit				(20)
203-2540	Fund Balance				
203-5315	Snowmobile Grant	(5,998)	(6,070)	(6,070)	(6,632)
203-5840	Misc. Receipts	(30)	(30)	(30)	-
Staffing Expenses					
203-6101	Salaries-Full Time	23,697	25,620	49,080	52,849
203-6102	Salaries-PartTime				-
203-6109	Overtime Salaries	400	400	400	-
203-6110	Holiday Pay	865	865	1,615	-
203-6124	Medicare (employer 1.45%)	344	372	712	767
200-6148	Employer Deduct Contr HSA			1,840	2,020
203-6150	Health Ins. (employer)	4,950	6,796	9,789	6,386
203-6152	Life Ins. (employer)	37	34	68	44
203-6154	Long Term Dis. (emp)	65	71	135	122
203-6156	ID Theft Protection	51	51	102	-
203-6159	PERA	4,194	4,696	8,712	9,355
203-6171	Workers Comp	406	447	842	-
Snowmobile Enforcement Expenses					
203-6180	Clothing Allowance	300	300	300	300
203-6205	Postage & Freight				
203-6220	Telephone	400	400	800	800

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
203-6230	Printing, Publishing, Advertising				
203-6240	Dues				
203-6241	Registration Fee				
203-6254	Utilities				
203-6260	Professional Consulting				
203-6301	Rentals				
203-6302	Car & Snowmobile Maintenance	3,000	3,000	4,000	4,000
203-6314	Radio Maintenance				
203-6335	Gas & Oil	3,600	3,600	4,000	4,000
203-6352	Insurance				
203-6359	Wrecker Service				
203-6360	Services, Labor, Contracts	500	500	500	500
203-6372	Physical Exam (employees)				
203-6374	Auto & Trailer License	30	30	30	50
203-6405	Office Supplies				
203-6462	Field Supplies	200	200	200	300
203-6610	Equipment				
203-6617	Radio Equipment				
203-6620	Auto, Trailers, Snowmobiles				
203-6480	Misc. Capital Outlay	4,000	4,000	4,000	4,000
Education					
203-003-6200	Sheriff Training				
203-003-6241	Registration Fee				
203-003-6330	Transportation, Travel & Parking				
203-003-6331	Law Enforcement Training School				
203-003-6332	Hotels/Motels				
203-003-6335	Gas & Oil				

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
203-003-6339	Meals (overnight)				
		41,011	45,282	81,025	78,861

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
ATV					
<u>Credit Accounts</u>					
204-5315	ATV Grant	(13,192)	(11,134)	(11,134)	(10,000)
204-5840	Misc. Receipts				
<u>Staffing Expenses</u>					
204-6101	Salaries-Full Time	13,644	14,412	27,607	29,728
204-6102	Salaries-PartTime				
204-6109	Overtime Salaries	2,100	2,100	2,100	-
204-6110	Holiday Pay	741	741	1,000	-
204-6124	Medicare (employer 1.45%)	198	201	400	431
200-6148	Employer Deduct Contr HSA			1,035	1,136
204-6150	Health Ins. (employer)	2,850	3,823	5,506	3,592
204-6152	Life Ins. (employer)	23	20	38	25
204-6154	Long Term Dis. (emp)	23	71	76	69
204-6156	ID Theft Protection	30	-	-	-
204-6159	PERA	2,270	2,622	4,901	5,262
204-6171	Workers Comp	227	250	474	-
<u>ATV Enforcement Expenses</u>					
204-6180	Clothing Allowance				
204-6205	Postage & Freight				
204-6220	Telephone	165	165	350	400
204-6230	Printing, Publishing, Advertising				
204-6240	Dues				

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
204-6241	Registration Fee				
204-6302	Car Maintenance/Equipment/ATV	2,000	2,000	2,000	3,000
204-6314	Radio Maintenance				
204-6335	Gas & Oil	3,000	2,000	3,000	4,000
204-6352	Insurance				
204-6359	Wrecker Service				
204-6360	Services, Labor, Contracts	750	750	750	750
204-6374	Auto & Trailer License	50	50	50	50
204-6405	Supplies				
204-6409	Field Supplies	400	400	400	500
204-6419	Snowmobile Supplies				
204-6610	Equipment				
204-6617	Radio Equipment				
204-6620	Auto, Trailers, Snowmobiles				
204-6625	Office Equipment				
204-6630	Misc. Capital Outlay				
Education					
204-003-6200	Sheriff Training				
204-003-6241	Registration Fee				
204-003-6330	Transportation, Travel & Parking				
204-003-6331	Law Enforcement Training School				
204-003-6332	Hotels/Motels				
204-003-6335	Gas & Oil				
204-003-6339	Meals (overnight)				

2023 Budget	2024 Budget	2025 Budget	2026 Budget
15,279	18,471	38,553	38,943

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
CORRECTIONS					
Credit Accounts					
252-5530	Correction (Booking) Fees	(9,000)	(9,000)	(9,000)	
252-5532	Transport Inmates	(3,000)	(3,000)	(3,000)	(3,000)
252-5534	Huber / Pay-to-Stay				
252-5535	Board of Prisoners	(80,000)	(80,000)	(80,000)	(20,000)
252-5536	Inmate Medical (board of pris)	(4,000)	(4,000)	(4,000)	(4,000)
252-5541	Pay to Stay In County Boarding	(30,000)	(30,000)	(30,000)	(20,000)
252-5542	Pay to Stay In County Boarding Meds				(15,000)
252-5840	Misc. Receipts	(2,000)	(2,000)	(2,000)	
252-5861	Medical Co-Pay from Inmates	(1,500)	(1,500)	(1,500)	(1,500)
252-5832	MH Expense Reimbursement				(4,000)
Staffing Expenses					
252-6101	Salaries - Full Time	1,812,565	1,770,394	2,078,673	2,123,467
252-6102	Salaries - Part Time				
252-6108	Meals (not overnight)				
252-6109	Overtime - Salaries	82,500	82,500	50,000	110,000
252-6110	Holiday Pay	60,000	60,000	60,000	-
252-6111	State Paid FML				9,304
252-6124	Medicare-Employer (1.45%)	24,397	26,430	30,866	30,662
252-6145	PEIP Dental Ins				900
252-6148	Employer Deduct Contribution HSA	17,230	15,386	20,716	13,430
252-6149	Employer Deduct Contr. VEBA				2,260
252-6150	Health Ins.-Employer	410,319	388,457	406,177	422,462
252-6151	Sick Leave Accrual				
252-6152	Life Ins.-Employer	3,286	2,981	3,070	2,205
252-6154	Long Term Dis.-Employer	4,123	4,286	4,990	4,657
252-6156	ID Theft Protection	77	-	-	
252-6157	Retiree Health	6,145	-	-	

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
252-6159	PERA Coordinated (7.25%)	147,690	155,329	182,983	205,558
252-6165	FICA - Employer (6.20%)	100,680	110,763	127,655	131,107
252-6168	NACO Deferred Comp in Lieu of Hlth Ins	4,000	19,000	5,000	5,600
252-6171	Workers Compensation	21,426	23,569	25,926	35,502
252-6172	Unemployment Compensation	1,000	1,100	1,200	-
Corrections Expenses					
252-6180	Clothing Allowance	5,000	4,000	4,000	4,000
252-6190	Gym Membership	-			720
252-6205	Postage & Freight	-	-	-	-
252-6220	Telephone	3,000	3,000	3,000	3,500
252-6230	Printing, Publishing & Adv.	500	500	500	300
252-6241	Registration Fees				
252-6254	Utilities & Heating	105,000	150,000	150,000	150,000
252-6260	Professional Counseling-Inmates	1,000	500	500	1,000
252-6262	Contract Service or Medical Service	160,000	300,000	200,000	200,000
252-6271	Inspection Fees				
252-6272	Employee Physical Exam	1,000	1,000	500	-
252-6302	Car Maintenance	4,000	4,000	4,000	4,000
252-6306	New Jail Boiler Insurance				
252-6314	Radio Maintenance				
252-6330	Prisoner Transportation & Travel	6,000	6,000	6,000	6,000
252-6332	Hotel/Motel Lodging				
252-6335	Gas & Oil	500	500	500	500
252-6340	Meals				
252-6342	Tower Lease, Rental/Contracts	6,500	6,500	6,500	6,000
252-6351	Board of Prisoners				
252-6352	Insurance				
252-6359	Wrecker Service				
252-6360	Services, Labor, Contracts	72,000	66,000	60,000	63,000
252-6374	Auto & Trailer License	50	50	50	100
252-6405	Office & Computer Supplies	10,000	8,000	6,000	6,000

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
252-6418	Groceries	130,000	130,000	130,000	130,000
252-6420	Kitchen Supplies	3,500	3,500	2,500	2,000
252-6421	Laundry Supplies	300	500	500	1,000
252-6422	Janitorial Supplies	33,000	30,000	25,000	22,000
252-6430	Medical Expenses/Supplies Inmates	65,000	65,000	65,000	65,000
252-6467	Jail Supplies	3,000	3,000	2,000	2,000
252-6465	Inmate Supplies	6,300	6,300	4,000	3,000
252-6480	Small Furniture/Equipment			3,000	3,000
252-6570.	Fuel Oil	500	500	500	500
252-6590	Repair & Maintenance Supplies	15,000	15,000	18,000	10,000
252-6605	Building & Structures	2,500	2,500	3,000	7,000
252-6610	Equipment				3,000
252-6617	Radio Equipment				
252-6625	Office Equipment	3,000	3,000	-	
252-6630	Misc. - Capital Outlay				
Education					
252-003-6241	School Registration Fee/Training	2,500	2,500	2,500	3,000
252-003-6330	School Tran & Travel & Parking	300	300	300	400
252-003-6332	School Hotels/Motels	2,000	2,000	2,000	2,000
252-003-6335	School Gas & Oil	300	300	300	300
252-003-6339	Schooling Meals (overnight)	500	500	500	500
Prisoner Welfare Fund					
252-252-5542	Prisoner Welfare Receipts				
252-252-6405	Prisoner Welfare Expenses				
		3,208,188	3,345,645	3,568,406	3,729,434

Aitkin County Sheriff's Office

STS Budget

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
<u>Credit Accounts</u>					
	Customary County Allocation to STS Program				
253-5840	Misc. Receipts				
253-5315	Grant Funding	(37,000)	(37,000)	(37,000)	
253-5760	Donations	(1,000)	(1,000)	(1,000)	(1,000)
<u>Staffing Expenses</u>					
253-6101	Salaries-Full Time	85,067	90,833	102,043	105,742
253-6102	Salaries-PartTime				
253-6108	Meals (not overnight)				
253-6109	Overtime Salaries	2,500	1,500	1,500	-
253-6110	Holiday Pay				
253-6111	State Paid FML				465
253-6124	Medicare (employer)	1,233	1,339	1,501	1,533
253-6148	Employer Deduct Contr HSA	3,260	1,304	1,304	3,260
253-6150	Health Ins. (employer)	19,154	23,215	23,324	34,698
253-6152	Life Ins. (employer)	155	143	143	204
253-6154	Long Term Dis. (emp)	234	250	281	361
253-6159	PERA (8.75%)	7,443	8,060	9,041	10,839
253-6165	FICA (emp)	5,274	5,725	6,420	6,556
253-6171	Workers Comp	2,087	2,296	2,526	3,709
253-6190	Gym Membership				120
<u>STS Operational Expenses</u>					
253-6180	Clothing Allowance				
253-6205	Postage & Freight				
253-6220	Telephone	540	400	500	600
253-6230	Printing, Publishing, Advertising				
253-6254	Utilities				
253-6260	Professional Consulting				
253-6272	Physical Exam (employees)				

Aitkin County Sheriff's Office**STS Budget**

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
253-6301	Rentals				
253-6302	Car Maintenance/Equipment	4,000	3,000	3,000	3,000
253-6314	Radio Maintenance				
253-6330	Transportation, Travel, Parking	250	250	250	250
253-6332	Hotels/Motels	250	250	250	250
253-6335	Gas & Oil	7,200	5,000	5,000	4,000
253-6340	Meals (overnight)	100	100	100	100
253-6352	Insurance	1,680	2,000	2,000	2,000
253-6359	Wrecker Service				
253-6360	Services, Labor, Contracts				
253-6374	Auto & Trailer License	75	75	75	75
253-6405	Operating Supplies	4,000	4,000	4,000	3,000
253-6409	STS Project Supplies	1,000	1,000	1,000	1,000
253-6590	Repair & Maintenance Supp	1,500	1,000	1,000	1,000
253-6605	Building & Structures				
253-6464	Equipment	1,500	-	-	
253-6620	Auto, Trailers, Snowmobiles				
253-6625	Office Equipment				
253-6630	Misc. Capital Outlay	10,000	-	-	
Education					
253-003-6200	Training				
253-003-6241	Registration Fee				
253-003-6330	Transportation, Travel & Parking				
253-003-6331	Law Enforcement Training School				
253-003-6332	Hotels/Motels				
253-003-6335	Gas & Oil				
253-003-6339	Meals (overnight)				
		120,502	113,740	127,258	181,762

		2019 Budget	2020 Budget	2025 Budget	2026 Budget
Enhanced 911 System					
<u>Credit Accounts</u>					
254-2540	Fund Balance				
254-5591	Interest Income				
254-5840	Misc. Receipts				
254-5310	E-911 State Grant	(89,000)	(89,000)	(140,000)	(140,000)
<u>Staffing Expenses</u>					
254-6101	Salaries-Full Time				
254-6102	Salaries-PartTime				
254-6108	Meals (not overnight)				
254-6109	Overtime Salaries				
254-6110	Holiday Pay				
254-6124	Medicare (employer 1.45%)				
254-6150	Health Ins. (employer)				
254-6151	Sick Leave Accrual				
254-6152	Life Ins. (employer)				
254-6154	Long Term Dis. (emp)				
254-6159	PERA (4.48%)				
254-6165	FICA (emp) (6.20%)				
<u>E-911 Expense</u>					
254-6205	Postage & Freight				
254-6230	Printing, Publishing, Advertising				
254-6231	Services and Labor	86,000	89,000	115,000	120,000
254-6240	Dues				
254-6241	Registration Fee				
254-6250	Telephone				
254-6254	Utilities				

		2019 Budget	2020 Budget	2025 Budget	2026 Budget
254-6260	Professional Consulting				
254-6266	Workers Comp				
254-6301	Rentals				
254-6302	Car Maintenance/Equipment				
254-6314	Radio Maintenance				
254-6330	Transportation, Travel, Parking				
254-6332	Hotels/Motels				
254-6340	Meals (overnight)				
254-6350	Per Diem				
254-6352	Insurance				
254-6359	Wrecker Service				
254-6372	Physical Exam (employees)				
254-6374	Auto & Trailer License				
254-6405	Supplies				
254-6409	Field Supplies				
254-6410	Clothing Allowance				
254-6419	Snowmobile Supplies				
254-6480	Small Equip/ Furntiure				5,000
254-6511	Gas & Oil				
254-6590	Repair & Maintenance Supp				
254-6605	Building & Structures				
254-6610	Equipment				
254-6617	Radio Equipment				
254-6620	Auto, Trailers, Snowmobiles				
254-6625	Office Equipment				
254-6630	Misc. Capital Outlay				
Education					
254-003-6200	Sheriff Training				
254-003-6241	Registration Fee				

		2019 Budget	2020 Budget	2025 Budget	2026 Budget
254-003-6330	Transportation, Travel & Parking				
254-003-6331	Law Enforcement Training School				
254-003-6332	Hotels/Motels				
254-003-6340	Meals (overnight)				
254-003-6511	Gas & Oil				
		(3,000)	-	(25,000)	(15,000)

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
Emergency Management					
Credit Accounts					
280-2540	Fund Balance				
280-5591	Interest Income				
280-5390	Em. Serv. Grant-SLA/FEMA Grant	(19,276)	(19,276)	(19,276)	(19,276)
280-5840	Misc. Receipts				
Staffing Expenses					
280-6101	Salaries-Full Time	34,940	36,897	46,349	42,474
280-6108	Meals (not overnight)				
280-6109	Overtime Salaries				
280-6111	State Paid FML				187
200-5920	Sale of Capital Assets/Squads				
280-6124	Medicare (employer 1.45%)	507	535	543	616
280-6148	Employer Deduct Contr HSA	1,130	1,130	1,130	1,130
280-6150	Health Ins. (employer)	4,298	4,728	5,200	4,172
280-6152	Life Ins. (employer)	56	51	51	51
280-6154	Long Term Dis. (emp)	96	101	107	100
280-6159	PERA 14.4%	3,057	3,228	3,693	4,039
280-6165	FICA (emp) (6.20%)	2,166	2,287	2,429	2,634
280-6171	Workers Comp	595	655	720	-
Emergency Management Expenses					
280-6205	Postage & Freight				
280-6220	Telephone	-	-	-	
280-6230	Printing, Publishing, Advertising				
280-6240	Dues	700	500	500	1,000
280-6241	Registration Fee				

		2023 Budget	2024 Budget	2025 Budget	2026 Budget
280-6302	Car Maintenance/Equipment				
280-6314	Radio Maintenance				
280-6330	Transportation, Travel, Parking	400	400	400	400
280-6332	Hotels/Motels				
280-6335	Gas & Oil				
280-6339	Meals (overnight)				
280-6350	Per Diem				
280-6352	Insurance	350	350	385	400
280-6359	Wrecker Service				
280-6360	Services, Labor, Contracts	1,000	500	500	500
280-6374	Auto & Trailer License				
280-6405	Office Supplies	500	500	500	500
280-6180	Clothing Allowance				
280-6460	Deputy Supplies		3,100	3,000	3,000
280-6610	Equipment	5,000	-	-	
280-6617	Radio Equipment				
280-6620	Auto, Trailers, Snowmobiles				
280-6625	Office Equipment				
280-6630	Misc. Capital Outlay				
Education					
280-003-6200	Sheriff Training				
280-003-6241	Registration Fee	500	500	500	1,000
280-003-6330	Transportation, Travel & Parking	500	500	500	500
280-003-6332	Hotels/Motels	1,000	1,000	1,000	1,000
280-003-6335	Gas & Oil				500
280-003-6339	Meals (overnight)	300	300	300	300

2023 Budget	2024 Budget	2025 Budget	2026 Budget
37,819	37,986	48,531	45,227



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: 2026 Proposed Land Department Budget

<input checked="checked" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="checked" type="checkbox"/> Information Only
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner		Estimated Time Needed: 15 Minutes
Summary of Issue: I would like to give a Power Point presentation on the Land Department's proposed 2026 budget.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Proposed 2026 Budget

Aitkin County Land Department

August 26, 2025



- 
- Con Con Trust Fund
 - Forfeited Tax Sales Trust
 - Resource Development
 - Parks & Trails
 - Survey & GIS
 - Long Lake Conservation Center



CON CON TRUST FUND

\$372,000 = Revenue

\$313,928 = Expenses

- No planned use of fund balance
- ½ of Survey & GIS..... \$237,428
- Equipment purchase..... \$37,500
- Projected 2026 year-end balance..... \$494,345
- Board approved minimum balance....\$285,000



FORFEITED TAX SALES (FTS) TRUST

- Anticipating income of \$1,400,000 even without traditional land sales
- \$30,000 transfer to Auditor
- May see additional revenue if auction surplus is not claimed
- 2025 revenue in FTS account is currently above 10-year average
- Account is zeroed out at the end of the year
- 1.2 million dollars has been apportioned from the FTS account to the County general fund over the last 10 years



RESOURCE DEVELOPMENT

\$635,700 = Revenue

\$623,007 = Expenses

- \$237,427 transfer to Survey & GIS
- \$52,000 for timber improvement
 - Tree planting
 - Bud capping
 - Chemical release
 - Site prep
 - Seed processing
 - Invasive species control
 - Pruning and light release
- 725,890 = number of trees planted in the last 10 years



PARKS & TRAILS

\$808,230 = Revenue

\$751,953 = Expenses

- \$572,300 in revenue for trails (GIA and Northwoods Trail appropriation)
- \$45,000 in campground receipts
- Mille Lacs Connector ATV Trail money cycles through this account



SURVEY & GIS

\$475,855 = Revenue

\$475,855 = Expenses

- Year 6 of being off the levy
- ½ of budget from Con Con and ½ from Resource Development



LONG LAKE CONSERVATION CENTER

\$1,036,200 = Revenue

\$1,016,483 = Expenses

- \$627,000 = School Group income
- \$114,000 = Adventure Programs income
- \$122,000 = Non-School Group income
- Proposed rate for 2026-2027 school year for 3 day/2 night trip is \$192 per student
- New LCCMR grant and Outdoor School For All legislation will add stipends for teachers and help with transportation expenses



2026 Proposed

All ACLD Accounts Revenue	\$	4,736,628
All ACLD Accounts Expenses	\$	4,142,774



Questions





Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: 8-26-25

Title of Item: 2026 Budget Presentation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 30 minutes
Summary of Issue: <p>Attached are the 2026 budget sheets for the Highway Department Budget including the Operations, Capital Equipment/Facilities, and Capital Infrastructure budgets. The proposed 2026-2030 Capital Equipment/Facilities Program and the 2026-2030 Capital Road Improvement Plan are also included. The budget will be summarized by a brief presentation.</p>		
Alternatives, Options, Effects on Others/Comments: NA		
Recommended Action/Motion: Discussion only, for future action.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

2026 Highway Department Budget Summary

Revenue:

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Operating	\$ 5,840,760	\$ 6,895,267	\$ 6,517,340	\$ 3,121,633	\$ 6,619,330
Capital Equipment/Facilities	\$ 477,300	\$ 601,000	\$ 584,700	\$ 584,700	\$ 901,500
Capital Infrastructure	\$ 8,739,637	\$ 3,570,282	\$ 5,956,960	\$ 4,466,224	\$ 10,394,480
Total:	\$ 15,057,697	\$ 11,066,549	\$ 13,059,000	\$ 8,172,557	\$ 17,915,310

Expenditures:

Operating	\$ 6,079,445	\$ 5,811,257	\$ 6,517,340	\$ 3,628,985	\$ 6,619,330
Capital Equipment/Facilities	\$ 375,100	\$ 866,439	\$ 584,700	\$ 338,253	\$ 901,500
Capital Infrastructure	\$ 6,774,798	\$ 4,609,530	\$ 5,956,960	\$ 461,386	\$ 10,394,480
Total:	\$ 13,229,343	\$ 11,287,226	\$ 13,059,000	\$ 4,428,624	\$ 17,915,310

2026 Highway Department Budget Levy Revenue Summary

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Operating	\$ 1,640,592	\$ 1,691,431	\$ 1,947,040	\$ 665,428	\$ 1,809,630
Capital Equipment/Facilities	\$ 477,300	\$ 601,000	\$ 584,700	\$ 584,700	\$ 701,500
Capital Infrastructure	\$ 675,000	\$ 700,000	\$ 725,000	\$ 725,000	\$ 740,000
Total:	\$ 2,792,892	\$ 2,992,431	\$ 3,256,740	\$ 1,975,128	\$ 3,251,130

% Increase Over Previous Year's Budget:

-0.17%

Highway Department Operations Budget Fund 003

Revenue:

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
5001 Current/Delinquent Taxes	1,640,592	1,691,431	1,947,040	665,428	1,809,630
5201 MV Credit MS Statute 273.1384	35,235	36,556		-	
5209 Disparity Aid Reduction	1,825	1,889		-	
5216 Taconite Credit	105,407	105,182		-	
5227 Twp Road Allotment Gas Tax	452,509	507,275	538,000	602,677	645,000
5231 State-aid: Town Bridge		59,770	75,000	140,643	25,000
5233 State-aid: Regular Construction Funds	-	342,921	200,000	-	200,000
5234 State-aid: Municipal Construction Funds	-	2,790	-	-	
5235 State-aid: Regular Maintenance Funds	2,346,411	2,552,396	2,698,000	1,393,208	2,993,700
5236 State-aid: Municipal Maintenance Funds	110,307	125,682	120,000	64,759	125,000
5238 State-aid: Bridge Inspection & Signing Account				10,290	10,000
5251 In Lieu Apportionments and Receipts	27,754	32,137		987	
5330 State Grants - Disaster Funds	1,847	138,014	26,750	-	
5425 Federal Grants - FEMA	3,910	160,836	88,550	-	
5505 Culverts (Individual) Receipts	10,884	16,648	6,000	10,395	6,000
5506 County Maps	-	43	-	25	
5507 Wetland Bank Credits	106,005	89,588	-	20,888	
5517 Individual Receipts	34,220	107,666	20,000	18,971	25,000
5526 Township/City/Public Drainage Ditch Receipts	756,339	616,734	708,000	32,622	740,000
5840 Misc. Refunds and Reimbursements	104,666	29,801	85,000	155,241	35,000
5910 Transfer In	-	-	-	-	
5920 Auction Receipts	5,522	26,811	5,000	5,499	5,000
5948 County Ditch/County Development Funds	97,328	251,098	-	-	
Total Revenue:	\$ 5,840,760	\$ 6,895,267	\$ 6,517,340	\$ 3,121,633	\$ 6,619,330

Highway Department Operations Budget Fund 003

Department 301 (Administration) Expenditures:

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
6101 Salaries, Full Time	397,047	430,782	466,567	218,530	463,844
6108 Meals Reimbursed	108	84	100	45	100
6109 Overtime		-	200	-	
6111 State Paid Family Medical Leave					1,988
6124 Medicare - Employer (1.45%)	5,495	5,979	6,765	3,066	6,725
6145 PEIP Dental Insurance	-	21	-	128	294
6148 Employer Deductible Contribution- H.S.A.	11,040	11,040	11,040	5,520	10,819
6150 Health Insurance - Employer	52,340	51,172	54,463	24,375	50,163
6152 Life Insurance - Employer	336	336	336	168	329
6154 Long Term Disability - Employer	809	841	1,181	427	1,208
6159 PERA - Employer	28,060	30,492	32,223	15,927	32,939
6165 FICA - Employer (6.2%)	23,495	25,563	28,927	13,110	28,758
6171 Workers Compensation Insurance	10,024	5,953	4,450	5,169	5,900
6190 Gym Membership	80	40	100	-	100
6205 Postage	-	1,000	500	500	500
6220 Telephone	517	-	-	-	
6230 Printing, Publishing & Advertising	186	-	-	-	
6240 Membership/Dues/Association Fees	2,665	2,892	3,200	2,883	3,600
6241 Meeting/Conference Registration Fee	1,821	2,764	2,500	5,907	2,700
6266 Data Processing/Computer Services	8,182	2,761	2,000	950	2,000
6268 Staff Training, Development	-	65		-	
6300 Maintenance/Service Contracts	7,017	13,367	12,000	3,634	20,500
6330 Highway Travel	239	201	500	246	500
6332 Hotel/Motel Lodging	759	569	800	267	800
6339 Meals (Overnight)	49	197	200	-	200
6342 Office Equipment Rental/Contracts	3,104	3,489	3,500	1,456	3,500
6352 Insurance	50,466	57,532	60,350	67,494	72,200
6360 Services, Labor, Contracts	545	1,624	500	238	1,000
6405 Office Supplies	4,878	2,887	6,500	2,014	5,000
6422 Janitorial Services/Supplies	181	119	500	-	500
6500 R&B Supplies & Materials	-	-	-	-	
6900 Transfers to Other Funds	-	-		-	
Total Administration Expenditures:	\$ 609,444	\$ 651,769	\$ 699,402	\$ 372,052	\$ 716,167

Highway Department Operations Budget Fund 003

Department 302 (Engineering) Expenditures:

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
6101 Salaries	403,996	370,543	462,003	232,300	514,431
6108 Meals Reimbursed	-	-		44	100
6109 Overtime	37,260	38,645	45,706	9,526	44,692
6111 State Paid Family Medical Leave					2,417
6124 Medicare - Employer (1.45%)	6,135	5,576	7,363	3,235	8,107
6145 PEIP Dental Insurance	-	21	-	128	294
6148 Employer Deductible Contribution- H.S.A.	1,883	2,988	2,260	1,630	3,195
6150 Health Insurance - Employer	76,163	73,075	95,607	43,998	91,393
6152 Life Insurance - Employer	515	438	540	262	529
6154 Long Term Disability - Employer	985	896	1,243	550	1,357
6159 PERA - Employer	32,952	30,296	37,328	17,808	40,374
6165 FICA - Employer (6.2%)	26,232	23,841	31,478	13,833	34,665
6171 Workers Compensation Insurance	3,133	5,419	6,360	7,521	8,600
6181 Safety Footwear	473	523	1,000	150	1,000
6241 Registration Fee	594	1,147	2,000	3,473	2,000
6268 Staff Training, Development	1,777	187	500	1,639	1,200
6300 Maintenance/Service Contracts	-	6,390	7,000	6,390	6,500
6330 Highway Travel	-	378	500	273	500
6332 Hotel/Motel Lodging	-	1,371	1,000	-	1,500
6339 Meals (Overnight)	-	404	500	-	500
6550 Engineering Supplies	3,060	7,957	7,000	4,877	7,000
Total Engineering Expenditures:	\$ 595,158	\$ 570,097	\$ 709,388	\$ 347,636	\$ 770,354

Highway Department Operations Budget Fund 003

Department 303 (Road Maintenance) Expenditures:

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
6101 Salaries, Full Time	1,224,060	1,289,841	1,359,349	650,603	1,355,804
6108 Meals Reimbursed	4	59	100	-	100
6109 Overtime	67,756	22,495	90,852	36,903	70,911
6111 State Paid Family Medical Leave					6,278
6124 Medicare - Employer (1.45%)	17,856	18,071	21,031	9,734	20,683
6145 PEIP Dental Insurance		21		128	294
6148 Employer Deductible Contribution- H.S.A.	2,260	4,937	4,520	2,260	4,430
6150 Health Insurance - Employer	259,175	262,513	297,162	123,996	263,253
6151 Severance Pay	-	100		20,022	
6152 Life Insurance - Employer	1,450	1,366	1,392	622	1,264
6154 Long Term Disability - Employer	2,922	2,949	3,617	1,494	3,550
6157 Retiree Health	-	5,633		3,072	6,022
6159 PERA - Employer	94,086	94,983	105,458	49,615	102,149
6165 FICA - Employer (6.2%)	76,347	77,271	89,911	41,623	88,457
6171 Workers Compensation Insurance	44,954	39,761	41,070	49,922	57,400
6172 Unemployment Compensation	2,534	-	2,500	-	1,000
6181 Safety Footwear	2,539	3,774	3,600	1,524	3,400
6190 Gym Membership	80	120	100	60	100
6199 Employee Recognition	-	-	200	-	200
6220 Telephone	12,832	15,054	15,000	9,239	15,000
6241 Registration Fee	-	-	1,000	-	1,000
6254 Utilities - Gas & Electric	45,659	43,776	52,000	23,288	48,000
6255 Garbage	1,570	5,002	3,000	2,446	5,000
6268 Staff Training, Development	1,786	1,483	1,000	61	1,500
6339 Meals (Overnight)	-	-		-	
6352 Insurance	9,360	11,846	12,440	14,622	15,600
6360 Services, Labor, Contracts	42,149	246,107	158,000	51,209	150,000
6417 Shop Maintenance and supplies	76,888	79,653	80,000	28,295	80,000
6423 Fuel for Buildings	32,152	21,234	35,000	18,193	30,000
6514 Pavement Striping	73,236	101,313	92,818	-	108,000
6515 Culverts	195,233	82,626	120,000	53,345	136,515
6516 Signs and Posts	11,739	26,857	25,000	6,021	41,500
6517 Asphalt, Crack Sealant, Etc	99,858	44,614	60,000	50,517	55,000
6518 De-icing Salt	198,348	130,460	151,000	96,974	146,000
6519 Gravel & Royalty	429,699	134,689	223,000	224,275	225,000
6520 Calcium Chloride	636,559	814,046	846,230	502,807	860,000
6521 Maintenance Supplies (Road only)	31,516	27,411	35,000	9,088	35,000
6524 Winter Sand	50,410	17,000	30,000	-	-
6570 Motor Fuel and Lubricants	321,311	267,694	273,200	99,189	261,400
6590 Repair and Maintenance of Equipment	349,488	178,616	300,000	124,124	250,000
6825 Municipal Maintenance Agreements	6,519	8,740	36,000	1,350	38,000
6830 Twp Road Allotment Gas Tax	452,509	507,275	538,000	602,677	645,000
Total Road Maintenance Expenditures:	\$ 4,874,844	\$ 4,589,391	\$ 5,108,550	\$ 2,909,297	\$ 5,132,808
Grand Total Operations Expenditures:	\$ 6,079,445	\$ 5,811,257	\$ 6,517,340	\$ 3,628,985	\$ 6,619,330

Highway Department Capital Equipment and Facilities Budget

Fund 308

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Revenue:					
5001 Taxes, Aids, etc.	477,300	601,000	584,700	584,700	701,500
5840 Miscellaneous Receipts	-	-	-	-	-
5910 Transfer In	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total Revenue:	\$ 477,300	\$ 601,000	\$ 584,700	\$ 584,700	\$ 901,500
Expenditures:					
6374 Auto & Trailer License	\$ -	\$ -	\$ -		\$ -
6605 Capital Outlay - Facilities	165,800	55,108	100,000		100,000
6610 Capital Outlay - Equipment	209,300	811,330	484,700	338,253	801,500
Total Expenditures:	\$ 375,100	\$ 866,439	\$ 584,700	\$ 338,253	\$ 901,500

Highway Department Capital Infrastructure Budget Fund 307

	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Revenue:					
5001 Taxes, Aids, etc.	675,000	700,000	725,000	725,000	740,000
5230 State Park Funds	-	-	500,000	-	176,000
5231 State Aid - Town Bridge	-	238,087	293,120	12,449	532,120
5232 Bridge Bonding	124,112	534,538	1,003,000	1,426	493,000
5233 State Aid - Regular Construction	4,040,544	1,038,611	2,457,600	2,580,113	8,045,660
5234 State Aid - Municipal Construction	124,169	2,674	-	1,147,237	-
5238 LRIP	1,000,000	-	-	-	-
5410 Federal Grants	2,755,812	1,056,358	5,000	-	272,700
5526 Township/City/Private Funds	20,000	-	30,000	-	135,000
5840 Misc Receipts	-	15	-	-	-
5910 Transfer In	-	-	-	-	-
5947 Planned Use of Fund Balance	-	-	793,240	-	-
5948 County Ditch/County Development Funds	-	-	150,000	-	-
Total Revenue:	\$ 8,739,637	\$ 3,570,282	\$ 5,956,960	\$ 4,466,224	\$ 10,394,480
Expenditures:					
6230 Printing and Publishing	831	1,153	960	392	480
6262 Contract Payments	6,689,761	4,300,212	5,656,000	254,078	9,925,000
6269 Professional Services	81,852	178,226	100,000	68,605	20,000
6295 Utility Moves	-	-	-	-	400,000
6311 Transfer from Fund Balance	-	-	-	-	2,000
6362 Right of Way	2,354	129,939	200,000	138,312	47,000
Total Expenditures:	\$ 6,774,798	\$ 4,609,530	\$ 5,956,960	\$ 461,386	\$ 10,394,480

Notes: Revenue line item 5001 based on proposed 2026-2030 Capital Road Improvement Program.

2026 Disbursements						2026 Receipts										
Project	Printing and Publishing	Professional Services	Contract Payments	Utility Moves	Right of Way	Property Tax Revenue	Federal Transportation Funds	State Park Funds	State-aid Disaster Funds	Town Bridge Funds	LBRP/ LRIP Funds	State-aid Regular Construction	State-aid Municipal Construction	Township/ City/State/ Other Funds	Notes	
2025 Projects																
S A P 001-605-017			\$ 319,000													\$1,650,120 budgetted previous years
S A P 001-614-015			\$(174,000)													\$850,300 budgetted previous years
S A P 001-622-010			\$(48,000)													\$410,120 budgetted previous years
S A P 001-598-016			\$(123,000)													\$793,300 budgetted previous years
S A P 001-599-044			\$(68,000)													\$245,060 budgetted previous years
CSAH 28 RR Crossing			\$ 25,000													\$40,000 budgetted previous years
S A P 001-070-009		120	\$ 303,000													\$250,000 budgetted previous years
2026 Projects																
S A P 001-602-015		\$ 120	\$ 1,681,000		\$ 1,000											\$115,000 budgetted previous years
S A P 001-605-014		\$ 120	\$ 6,500,000		\$ 400,000											\$250,000 budgetted previous years
C P 001-062-005			\$ 455,000			\$ 461,000										\$825,060 budgetted previous years
C P 001-071-001			\$ 335,000			\$ 375,000										\$600,060 budgetted previous years
S A P 001-599-045		\$ 60	\$ 320,000													\$5,000 budgetted in previous years
S A P 001-599-046																\$325,060 budgetted in previous years
S A P 001-599-048		\$ 60	\$ 5,000	\$ 320,000												
Dam Lake Outlet		\$ 10,000	\$ 80,000													\$ 90,000
Future Projects																
S A P 001-614-017																\$225,000 budgetted previous years
S A P 001-619-002		\$ 5,000														
C P 001-057-001																\$40,000 budgetted previous years
Totals.						\$ 738,000	\$ 272,700	\$ 176,000	\$ -	\$ 532,120	\$ 493,000	\$ 8,045,660	\$ -	\$ 135,000		

Notes:

Total professional service expenditures/revenues for a given project are listed in first anticipated year of the expenditure.
Total right of way expenditures/revenues for a given project are listed in first anticipated year of the expenditure.
Total contract, utility move, and printing and publishing expenditures/revenue are all listed in anticipated year of contract letting.

2026 Budget Overview

August 26, 2025

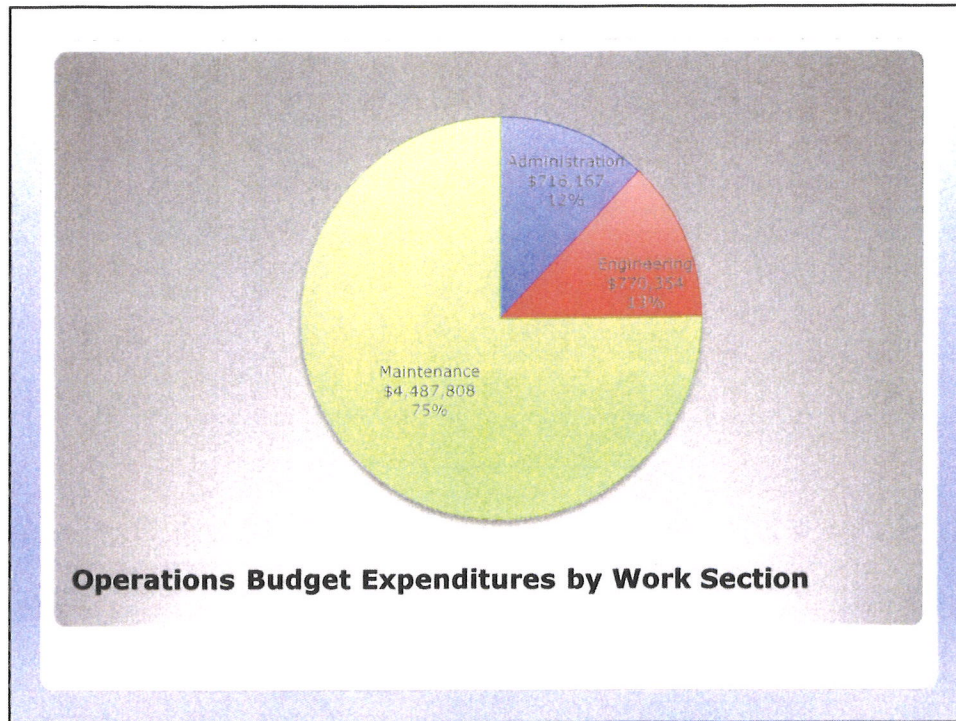
1

Three Components of Highway Department Budget:

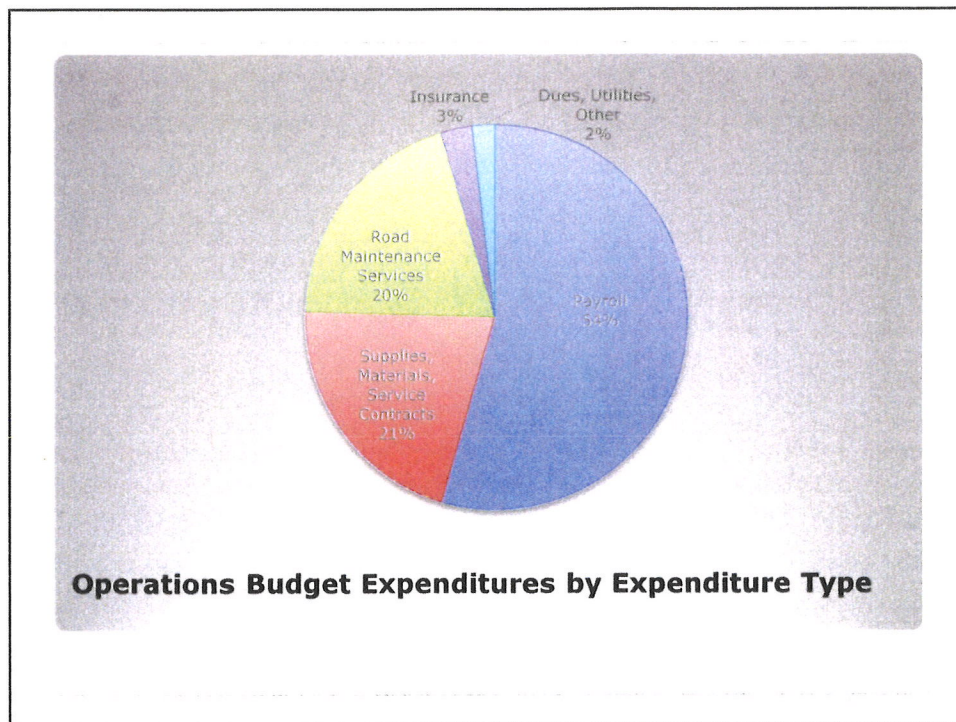
1. Operations Budget
 - Administration
 - Engineering
 - Maintenance
2. Capital Equipment and Facilities Budget
 - Equipment Purchases
 - Facility Improvements
3. Capital Infrastructure Budget
 - Includes all External Cost for Projects
 - Staff Engineering Costs included in Operations Budget

Budget Components

2



3

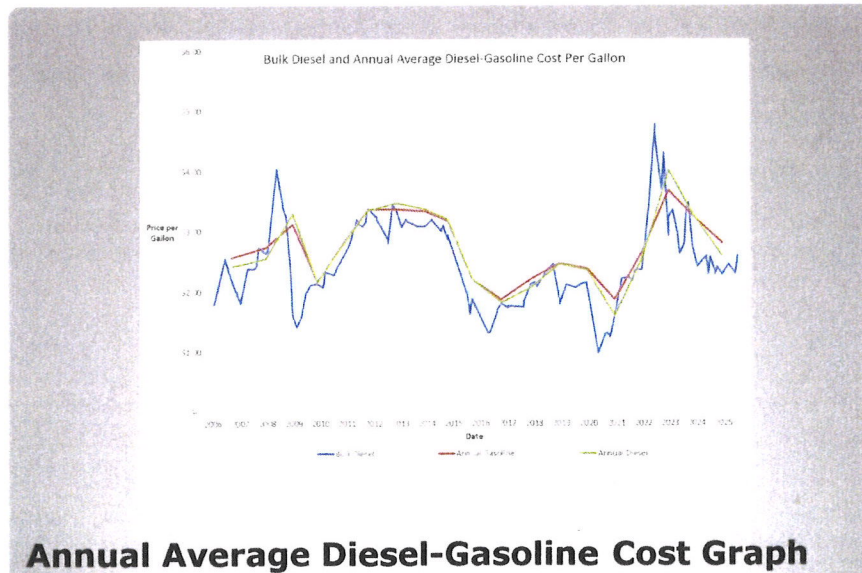


4

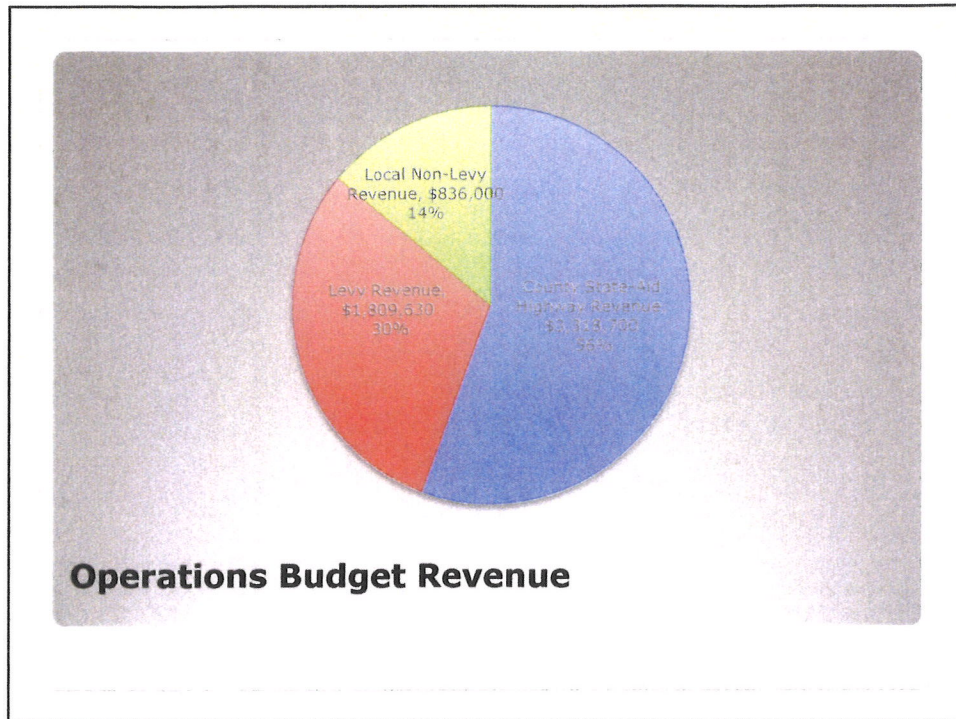
- **Total Operations Expenditures**
0.1% overall decrease from 2025 budget
- Payroll costs**
 - -0.01% cost decrease from 2025 budget
 - One less budgeted maintenance position
 - Budgeted 98% of fully-staffed payroll cost
- Supplies, Materials, Service Contracts**
 - 4.6% cost decrease from 2025 budget
- Road Maintenance/Other Services**
 - 2.0% cost increase from 2025 budget
- Insurance**
 - 28.1% cost increase from 2025 budget
- Dues, Utilities, Other Expenses**
 - 5.0% cost decrease from 2025 budget

Operations Budget Expenditure Summary

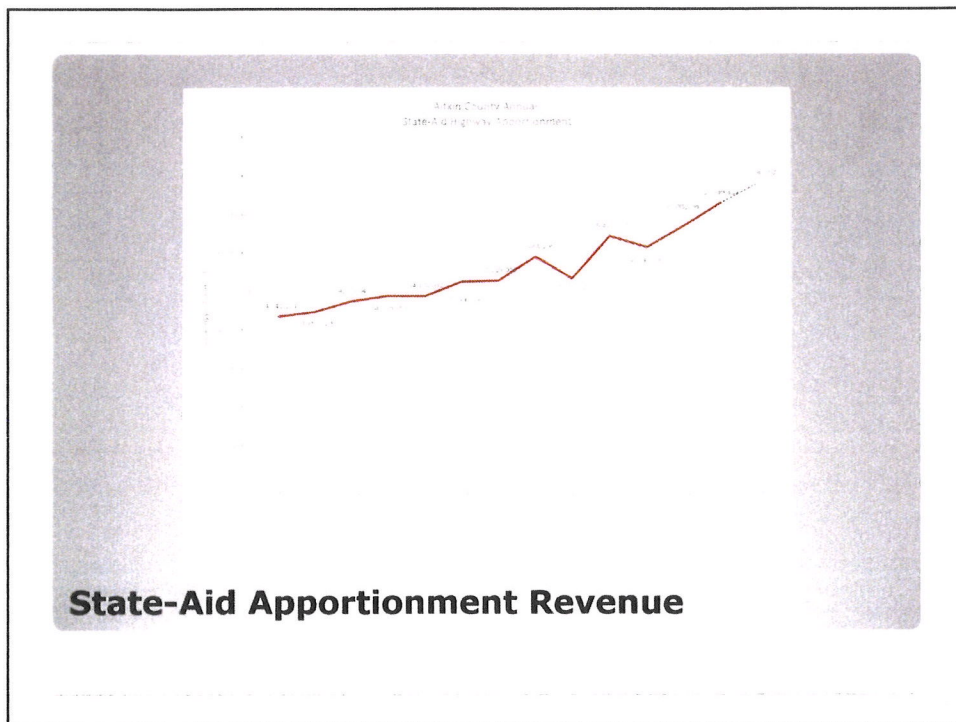
5



6



7



8

- **Total Operations Revenue**
 - 0.3% overall decrease from 2025
- County State-Aid Highway Maintenance Revenue**
 - 11.0% increase from budgeted 2025
 - 7.0% increase from actual 2025
- County State-Aid Highway Construction Revenue**
 - \$200,000 in 2026, same as 2025
- Local Non-Levy Revenue**
 - 17.6% decrease from 2025
- Local Levy Revenue**
 - 7.1% decrease from 2025

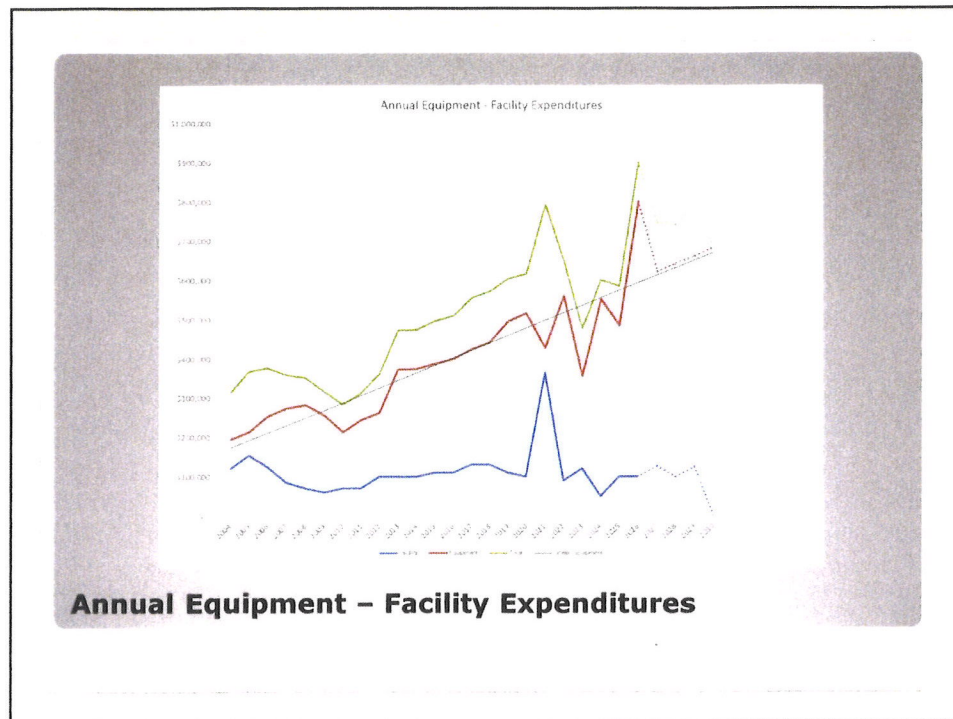
Operations Budget Revenue Summary

9

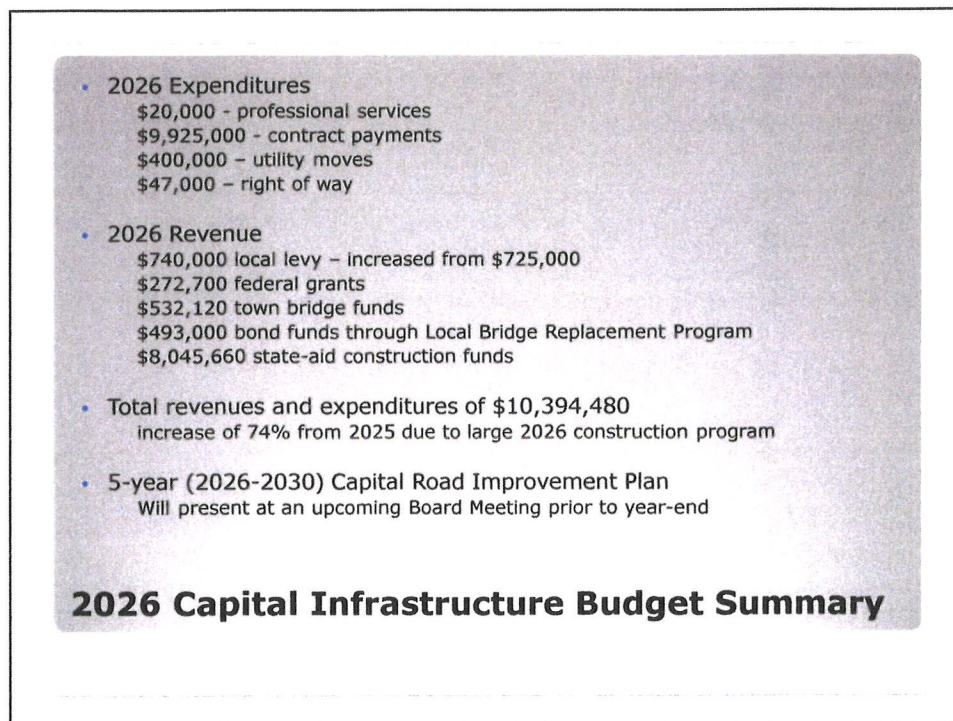
- **2026 Capital Equipment - Facility Expenditures**
 - \$901,500 - 54% increase from 2025
 - \$200,000 unexpected replacement of two pieces of equipment
 - Proposed to be paid from additional reimbursement of CSAH construction funds
- Facility Improvements - \$100,000**
 - Partial cost of 2027 Aitkin Shop Expansion for added length of truck storage bays
- Equipment Replacements - \$746,500**
 - Unit #499 Belly Dump Trailer - \$40,000 (used)
 - Unit #137 - Tandem Plow Truck - \$157,000 (\$282k total cost, replaced August 2025)
 - Unit #391 - Articulating Loader - \$120,000 (\$200k total cost used)
 - Unit #300 - Track Brush Cutter - \$100,000 (\$170k total cost)
 - Unit #350 - Mower Tractor - \$50,000 (unplanned replacement due to engine failure, used)
 - Unit #372 - Track Backhoe - \$150,000 (unplanned replacement due to unrepairable failure)
 - Unit #471 - Sign Installation Truck - \$90,000
 - Trimble GPS Receiver - \$34,000
 - Three Computers - \$5,500
- Equipment Additions - \$55,000**
 - Tandem Truck Chassis for Belly Dump Trailer - \$55,000 (used)
- **5-year (2025-2029) Capital Equipment and Facility Plan**
 - Program ranging from \$901,500 in 2026, then \$748,000 in 2027 to \$684,500 in 2030

Capital Equipment - Facility Budget Summary

10



11



12

2026 Highway Department Budget Summary					
Revenue:					
	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Operating	\$ 5,840,760	\$ 6,895,287	\$ 6,517,340	\$ 3,121,633	\$ 6,619,330
Capital Equipment/Facilities	\$ 477,300	\$ 601,000	\$ 584,700	\$ 584,700	\$ 901,500
Capital Infrastructure	\$ 8,739,637	\$ 3,570,282	\$ 5,956,960	\$ 4,466,224	\$ 10,394,480
Total:	\$ 15,057,697	\$ 11,066,549	\$ 13,059,000	\$ 8,172,557	\$ 17,915,310
Expenditures:					
Operating	\$ 6,079,445	\$ 5,811,257	\$ 6,517,340	\$ 3,628,985	\$ 6,619,330
Capital Equipment/Facilities	\$ 375,100	\$ 866,439	\$ 584,700	\$ 338,253	\$ 901,500
Capital Infrastructure	\$ 6,774,798	\$ 4,609,530	\$ 5,956,960	\$ 461,386	\$ 10,394,480
Total:	\$ 13,229,343	\$ 11,287,226	\$ 13,059,000	\$ 4,428,624	\$ 17,915,310

2026 Budget Summary

13

2026 Highway Department Budget Levy Revenue Summary					
	2023 Actual	2024 Actual	Adopted 2025 Budget	2025 As of 6/30/2025	Proposed 2026 Budget
Operating	\$ 1,640,592	\$ 1,691,431	\$ 1,947,040	\$ 665,428	\$ 1,809,630
Capital Equipment/Facilities	\$ 477,300	\$ 601,000	\$ 584,700	\$ 584,700	\$ 701,500
Capital Infrastructure	\$ 675,000	\$ 700,000	\$ 725,000	\$ 725,000	\$ 740,000
Total:	\$ 2,792,892	\$ 2,992,431	\$ 3,256,740	\$ 1,975,128	\$ 3,251,130
% Increase Over Previous Year's Budget:					-0.17%

2026 Levy Revenue Summary

14

Highway Department Levy Revenue Increase				
Year	Levy Amount	Percentage Increase		
		1-year	5-year	10-year
2026	\$ 3,251,130	-0.17%	30%	26%
2025	\$ 3,256,740	3.78%	34%	28%
2024	\$ 3,137,978	6.92%	29%	24%
2023	\$ 2,934,994	15.70%	17%	24%
2022	\$ 2,536,691	1.77%	2%	10%
2021	\$ 2,402,586	2.44%	-4%	15%
2020	\$ 2,433,149	-0.33%	-4%	
2019	\$ 2,441,169	-2.63%	-4%	
2018	\$ 2,507,026	1.21%	6%	
2017	\$ 2,477,042	-4.25%	7%	
2016	\$ 2,586,942	1.98%		
2015	\$ 2,536,694	-0.02%		
2014	\$ 2,537,100	6.85%		
2013	\$ 2,374,370	2.66%		
2012	\$ 2,312,846	6.55%		
2011	\$ 2,170,569			

Historical Levy Amounts

ADMIN

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #631 Office Desk - Maintenance Foreman		03/06/00 \$ 3,031.74	10						-	
Unit #632 Office Desk - Asst Maint. Foreman		03/06/00 \$ 2,323.78	10						-	
Unit #644 Computer - Maintenance Foremen		1/22/2020 \$ 867.00	4						-	
John's Laptop Surface Book 2 - 13.5" Display	420174254	12/28/17 \$ 2,089.07	4						-	
Unit #653 (Carol) Office Assistant Computer		3/20/2025 \$ 1,026.00	4					1,500	1,500	
Unit #657 (John) Engineer Computer		10/27/2023 \$ 1,870.00	4			2,100			2,100	
Unit #658 Maintenance Employees Computer #2		12/7/2016 \$ 910.00	4						-	
Unit #659 (Butch) Assistant Maint Supervisor Computer		12/7/2016 \$ 1,288.00	4						-	
Unit #661 Mechanic Computer		1/22/2020 \$ 867.00	4						-	
Unit #662 Maintenance Employees Computer #1		1/22/2020 \$ 867.00	4						-	
Unit #663 Aitkin Office Furniture		4/16/2021 \$ 60,966.81	20							
Unit #664 (Mike) Asst. Engineer Computer		05/21/21 \$ 1,699.00	4	2,000					2,000	
Unit #665 (Paul) ROW - Permitting Agent Computer		05/21/21 \$ 1,699.00	4	2,000					2,000	
Unit #666 (Sarah) Accountant Computer		5/21/2021 \$ 1,095.00	4	1,500					1,500	
Unit #785 NewRoads ACS Software		10/1/2013 \$ 9,084.38	30							
Sarah's Laptop Latitude 5511 - Dell	4TDRZ53	09/01/20 \$ 2,300.00	4			3,000			3,000	
Mike's Laptop Precision 7750 - Dell	B5BK063	09/01/20 \$ 3,410.00	4			3,000			3,000	
Carol's Laptop Latitude 5511 - Dell	2QDRZ53	09/01/20 \$ 2,300.00	4			3,000			3,000	
Conference Room Projector Panasonic LCD Projector	GA0661968	06/30/21 \$ 2,500.00	4							
Total:				\$ 5,500	\$ -	\$ 11,100	\$ -	\$ 1,500	\$ 18,100	R&B levy

ATV

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #13 2011 Polaris 500 Ranger ATV	4XARH50A6BB070008 2,816 miles	4/15/2011 \$ 9,894.94	8						-	
Total:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	R&B levy

BELLY DUMPS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #499 1995 Red River Belly Dump	1R9BD423XS1051056	05/04/95 \$ 26,417.80	20	40,000					40,000	
Unit #501 2001 Red River Belly Dump	4ZYBD42311000233	05/22/01 \$ 28,462.32	20						-	
Unit #503 2015 CPS Belly Dump	5MC434214F3149962	4/3/2020 \$ 21,400.00	20						-	
Total:				\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000	R&B levy

CONST

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #709: Pin Finder Locator FT150	45B9086F	01/01/89 \$ 500.00	10						-	
Unit #711: Concrete Air Tester	P116	04/07/95 \$ 575.18	20						-	
Unit #718: Laser Level	14165	06/06/97 \$ 2,337.68	10						-	
Unit #726: Course Sieve Shaker		06/19/01 \$ 3,522.26	5						-	
Unit #727 Digital Scale		03/27/02 \$ 1,452.00	5						-	
Unit #731 One Office DataBase/Egram		9/2/2005 \$ 15,763.93	10						-	
Unit #738 HP Laserjet 5200 DTN Printer		11/27/2012 \$ 2,396.00	8						-	
Unit #739 Autocad Civil 3D 2017		1/12/2017 \$ 41,224.62	5						-	
Unit #740 Trimble Survey Equipment 2019	5834F00202	5/28/2019 \$ 67,863.01	8						-	
Unit #769 Toughbooks #1		9/21/2011 \$ 1,757.03	5						-	
Unit #772 IPAD - Sign Truck		9/2/2015 \$ 930.97	4						-	
Unit #777 Nikon Auto Level		6/3/2009 \$ 1,050.94	1						-	
Unit #778 E-TimeCard		12/24/2009 \$ 9,570.00							-	
Unit #784 Engineer Tech Computer #5		4/14/2013 \$ 1,159.59	4						-	
Unit #786 Eng. Tech Desktop Computers - 5		12/22/2023 \$ 10,290.00	4						-	
Unit #787 Eng. Tech Laptop's - 4		1/1/2018 \$ 7,210.80	4						-	
Upgrade R8 GPS Receivers	R12I-101-60-01 R12I-CFG-001-40	1/4/2023 \$ 28,315.00	8							
Trimble R980				34,000					34,000	
Total:				\$ 34,000	\$ -	\$ -	\$ -	\$ -	\$ 34,000	R&B levy

DUMP TRUCKS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #127: (Spare) 2000 Ford Single Axle	2FZHOJBB2YAB12882 125,866 miles	10/22/99 \$ 93,834.69	8						-	
Unit #135 (Aitkin - Greg) 2012 International Tandem	1HTGRSJT1CJ634654 213,840 miles	2/13/2012 \$ 180,115.33	8						-	
Unit #136 (Aitkin - Dominick) 2012 International Tandem	1HTGRSJT1CJ634655 210,742 miles	2/13/2012 \$ 180,115.32	8						-	
Unit 137 (McGregor - Scott) 2012 International Tandem	1HTGRSJT1CJ634656 151,545 miles	2/13/2012 \$ 181,528.21	8	157,000					157,000	
Unit 138 (Aitkin - Chris) 2012 International Tandem	1HTGRSJT1CJ634657 N/A miles	2/13/2012 \$ 181,837.07	8		282,000				282,000	
Unit 139 (McGrath - Ben) 2016 Mack GU 713	1M2AX09C5GM031563 119,854 miles	11/25/2015 \$ 182,454.37	8		190,000	120,000			310,000	
Unit 140 (Palisade - Gary) 2016 Mack GU 713	1M2AX09C7GM031564 97,079 miles	11/25/2015 \$ 182,454.37	8			210,000	110,000		320,000	
Unit 141 (McGrath - Jake) 2016 Mack GU 713	1M2AX09C9GM031565 101,125 miles	11/25/2015 \$ 182,454.37	8				310,000		310,000	
Unit 142 (Jacobson - Brad) 2010 Mack GU812 Single Axle	1M2AX11C0AM001296 131,224 miles	10/30/2018 \$ 93,234.00	8						-	
Unit 143 (Palisade - Don) 2019 Mack GR64F	1M2GR3C1KM011697 85,074 miles	5/2/2019 \$ 192,262.32	8						-	
Unit 144 (Aitkin - Jeff) 2020 Mack GR64F	1M2GR3GC1LM011698 143,267 miles	5/2/2019 \$ 192,262.32	8					350,000	350,000	
Unit 145 (McGregor - John) 2019 Mack GR64F	1M2GR3GC5KM011699 127,159 miles	5/2/2019 \$ 192,262.32	8					120,000	120,000	
Unit 146 (Chassis Only) 2015 International ProStar	1HSDJAPR1FH528155 397,215 miles	3/27/2020 \$ 51,707.50	8						-	
Unit 147 (McGregor - Nick) 2022 MACK GR64F	1M2GR3GC1NM028908 51,640 miles	4/25/2022 \$ 217,254.73	8						-	
Unit 148 (Palisade - Josh) 2022 MACK GR64F	1M2GR3GCXMN028907 51,634 miles	5/9/2022 \$ 215,259.73	8						-	
Unit 149 (Swatara - Florian) 2022 MACK GR64F	1M2GR3GC3NM028909 18,971 miles	5/18/2022 \$ 222,161.99	8						-	
Chassis Only Tandem Truck				55,000					55,000	
Total:				\$ 212,000	\$ 472,000	\$ 330,000	\$ 420,000	\$ 470,000	\$ 1,904,000	R&B levy

LOADERS

Aitkin County Highway Department

DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #020 Bobcat Skidsteer	519025062 2,145 hours	8/21/2009 \$12,500	6			60,000.0			60,000	
Unit #371 (Aitkin) 2008 John Deere 624J Loader	DW624J2620150 4,300 hours	5/15/2008 \$ 102,623.40	10						-	
Unit #384: (Jacobson) 2013 John Deere 310K Backhoe Loader	KDE240354 1,218 hours	10/5/2023 \$ 57,345.00	10						-	
Unit #386: (Swatara) 2003 JD 410E Wheel Loader Backhoe	T0410EX885689 540 hours	11/21/2013 \$ 30,459.38	10						-	
Unit #391: (Palisade) 1997 Cat 938F Loader	1KM02373 5,986 hours	06/09/97 \$ 121,976.00	10	120,000	80,000				200,000	
Unit #397 (McGrath) John Deere Loader/Backhoe	T0310SG927807 3,017 hours	12/22/2003 \$ 45,382.85	12						-	
Unit #398 (McGregor) John Deere 624J Loader	DW624JZ591593 3,728 hours	4/8/2004 \$ 114,444.90	12						-	
Total:				\$ 120,000	\$ 80,000	\$ 60,000	\$ -	\$ -	\$ 260,000	R&B levy

MAINT

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #016 Stow VPC80E Plate Compactor	9301000	10/01/93 \$ 1,618.80	8						-	
Unit #018 Graco Pavement Marker	3003	06/17/94 \$ 6,704.18	8						-	
Unit #019 Roscoe SweepPro	4820-44017 2,675 hours	3/21/2006 \$ 30,625.14	10				15,000.0	35,000.0	50,000	
Unit #041 2014 Cimline 230DH Gen IV Melter	1,445 hours	3/26/2015 \$ 36,495.00	5						-	
Unit #042 Ingersoll Rand Compressor	327328UBM288 1,160 hours	02/26/02 \$ 11,762.93	5						-	
Unit #43 Pavement Compactor CATCB24	24001325 505 hours	10/15/2012 \$ 27,787.50	10						-	
Unit #048: Hydro Tek Steamer	201400566	3/13/2014 \$ 6,478.90	8						-	
Unit #049: 2024 Cimline Mastic Patcher	1G93E1924PM119171 75 hours	5/1/2025 \$ 81,500.00	8						-	
Unit #50 STEPP Pothole Patch Trailer	4S9PH15Y1ES127059	5/29/2014 \$ 15,572.00	8						-	
Unit #064: 2023 Virnig VBW84 Snowblower		3/14/2023 \$ 14,599.50	8						-	
Unit #065: Schulte XH1000 Mower	C35020273211	5/22/2023 \$ 42,464.58	10						-	
Unit #066 Honda Water Pump		8/15/2003 \$ 2,628.51	5						-	
Unit #067 Pull-type Pneumatic Roller	190604	11/15/2004 \$ 11,182.50	5						-	
Unit #068: Honda 340CC Trash Pump		6/15/2021 \$ 2,159.00	8						-	
Unit #70: 2021 New Holland Duradisc Heavy Disc Mower	HBJDD108PKN149531	8/30/2024 \$ 5,000.00	10							
Unit #71: 2002 Harley T-8 Rake		5/13/2025 \$ 5,000.00	10							
Unit #72: 2025 New Holland Disc Mower 107M	HBJDD107ARN153815	5/19/2025 \$ 14,593.76	10							
Unit #096 All American Disk	105DH	12/11/95 \$ 4,473.00	7						-	
Unit #098 Ford Tandem Wheel Disc		07/25/88 \$ 1,600.00	4						-	

Unit #300	ASVPT100LDWF00338	6/27/2011								
PT100G Terex Track Brush Machine	2,919 hours	\$ 71,832.83	10	100,000	70,000				170,000	
Unit #306	91161	3/27/2020								
2013 LB Performance RW35 Road Widener	684 hours	\$ 38,500.00	10							
Unit #369	3TM01311	11/16/2004								
1999 Self-propelled Steel Drum Roller	2,198 hours	\$ 43,665.00	5						-	
Unit #372	EC140EL	5/28/2020								
2020 Volvo Excavator	2,851 hours	\$145,406	10	150,000					150,000	Fund Balance
Unit #399	ADK01236	12/29/2004								
Caterpillar D5NLGP Dozer	3,677 hours	\$ 107,649.54	12						-	
Unit #498	OMA102901	6/11/2003								
Water Tanker Trailer		\$ 2,500.00	2						-	
Unit #815		3/17/2021								
Turfmaker 325 - Hydroseeder		\$ 11,075.00	10						-	
									-	
Concrete Walk-Behind Saw									-	
Total:				\$ 250,000	\$ 70,000	\$ -	\$ 15,000	\$ 35,000	\$ 370,000	R&B levy

MOTOR GRADERS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit 200 (McGregor) Caterpillar 120M Motor Grader	CAT0120MJD9W00208 8,092 hours	2/28/2013 \$ 193,743.00	15			150,000	100,000		250,000	
Unit 201 (McGrath) Caterpillar 120M Motor Grader	CAT0120MPD9W00206 6,593 hours	2/28/2013 \$ 193,743.00	15						-	
Unit 205: (Swatara) 2016 John Deere 670GP	1DW670GPCGF678041 5,207 hours	11/17/2016 \$ 208,090.00	15						-	
Unit #206: (McGrath-Ben) 2016 John Deere 670GP	1DW670GPAGF678048 4,365 hours	11/17/2016 \$ 208,090.00	15						-	
Unit #213: (Palisade) Caterpillar 120M2 Motor Grader	CAT0120MKM9C01011 4,989 hours	11/27/2018 \$ 207,780.00	7							
Unit #214: (Aitkin) 2020 John Deere 670GP Motor Grader	1DW670GPCLF707211 3,455 hours	7/15/2020 \$ 296,120.00	7							
Unit #215: (Jacobson) 2011 Caterpillar 140M VHP Motor Grader	B9D03065 2,196 hours	11/10/2022 \$ 228,000.00	7							
Total:				\$ -	\$ -	\$ 150,000	\$ 100,000	\$ -	\$ 250,000	FRF/trade in

PICKUPS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #456 (Maintenance) 2008 Ford F-350 Flatbed	1FDWF36Y88EE41635 93,552 miles	8/21/2008 \$ 25,893.33	5						-	
Unit #459 (Swatara) 2010 Ford F150	1FTEX1E81AKE10754 81,674 miles	5/14/2010 \$ 23,704.75	5				36,000		36,000	
Unit 464 (Paul K) 2012 Ford F150 Ext Cab	IDRPX12VX8FB81383 67,350 miles	6/4/2012 \$ 12,000.00	5			32,000			32,000	
Unit #466: (Steve) 2014 Ford F-150	1FTEX1EM3EKE13609 74,034 miles	04/10/2014 \$ 25,382.88	8				36,000		36,000	
Unit #470 (mower) 2006 GMC Sierra 150	1GTEK19B26Z186669 161,381 miles	5/26/2016 \$ 16,867.75	5						-	
Unit #471 (Sign Truck) 2017 Ford F-450 Super Duty	1FOUF4GY5HED18824 208,589 miles	5/12/2017 \$ 47,292.13	5	90,000					90,000	
Unit #472 (Aitkin)w/lift 2018 Ford F-250 SuperDuty	1FT7X2B63JEC64325 187,887 miles	6/5/2018 \$ 26,631.91	5				55,000		55,000	
Unit #473 (Maintenance w/lift) 2018 Ford F-250 SuperDuty	1FT7X2B61JEC64324 159,059 miles	6/11/2018 \$ 33,554.41	5					58,000	58,000	
Unit #474 (Dave Babcock) 2020 F-150 4x4 Extended Cab	1FTEX1EB2LKF17679 38,938 miles	8/31/2020 \$ 28,675.14	5						-	
Unit #475 (Mechanic) 2020 Ford F550 Super Duty	1FD0W5HT2LEE47703 71,503 miles	12/21/2020 \$ 98,293.73	5						-	
Unit #476 (Quale) 2021 GMC Sierra	3GTU9AEFXMG244525 22,451 miles	3/19/2021 \$ 30,433.83	5						-	
Unit #477 (Jacobson) 2015 Ford F-150 Supercab	1FTFX1EFXFFD08825 98,818 miles	3/22/2022 \$ 30,532.50	5						-	
Unit #478 (Scott) 2022 Chevy Silverado	1GCRYDED2NZ177560 112,796 miles	3/25/2022 \$ 44,915.00	5			60,000			60,000	
Unit #479 (McGrath) 2016 GMC Sierra 1500	1GTV2LEH2GZ146650 104,971 miles	3/3/2023 \$ 26,220.00	5							
Unit #480 (R. Thompson) 2016 GMC Sierra 1500	1GTV2LEHXGZ147741 106,039 miles	3/3/2023 \$ 23,020.00	5						-	
Unit #481 (Maintenance) 2024 Flatbed Chevrolet Silverado 3500	1GB4WRE73RF318333 8,915 miles	2/2/2024 \$ 48,698.38	5						-	
Unit #482 (Palisade) 2016 GMC Sierra 1500	3GTU2LEC5GG342288 89,879 miles	2/12/2024 \$ 25,600.00	5						-	
Unit #483 (McGregor) 2020 RAM 1500	1C6SRFMT9LN339621 100,220 miles	2/12/2024 \$ 25,000.00	5						-	
Unit #484 (Survey Truck) 2024 GMC Sierra 1500	3GTUUAED5RG311293 9,201 miles	4/16/2024 \$ 63,212.20	5						-	
Unit #485 (Butch) 2024 Ford F150 XLT	1FTFW3L5XRKD69077 30,817 miles	4/19/2024 \$ 53,944.55	5						-	
Unit #486 (Steve) 2020 Ford F150 Supercrew	1FTEW1EP4LFB00880 77,356 miles	1/10/2025 \$ 28,940.00	5						-	
Total:				\$ 90,000	\$ -	\$ 92,000	\$ 127,000	\$ 58,000	\$ 367,000	R&B levy

SHOP

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #69: 2007 Caterpillar P5000 Forklift	F483153 3,949 hours	9/6/2024 \$ 5,500.00	10						-	
Unit #802: Airco Welder Outfit	DH911005	01/01/80 \$ 1,758.88	10						-	
Unit 803 Gray Wireless Portable Life System		1/30/2020 \$ 38,233.00	10							
Unit #804: (Aitkin) Pressure Washer	118215	01/01/80 \$ 750.49	10						-	
Unit 807: Sears Portable Generator		03/17/95 \$ 1,124.24	10						-	
Unit #809 Plasma Cutter		1/12/2007 \$ 2,343.00	4						-	
Unit #811 Husqvarna Chop Saw K760		9/11/2013 \$ 1,916.92	4						-	
Unit #812 AC/DC 225/115 Welder		6/12/2018 \$ 701.87	1						-	
Unit #813 Power Mig 256 Mig Welder		6/12/2018 \$ 2,483.40	1						-	
Unit #814 2020 John Deere Z7E Trak	60 hours	3/1/2021 \$ 5,345.00	4							
Unit #816 TORO 824 OE Snowblower		12/19/2023 \$ 1,299.00	4							
Unit #817 McGrath Mower - Kawasaki 50"	417249325	6/10/2025 \$ 3,999.00	4							
Unit #818 McGregor Mower - Kawasaki 50"	417249324	6/10/2025 \$ 3,999.00	4							
Unit #819 Jacobson Mower - 2025 JD Z330M ZTRAK	1GX330METSS103008	6/9/2025 \$ 3,999.00	4							
Unit #820 Palisade Mower - 2024 JD Z330M ZTRAK	1GX330MEPRR056307	6/9/2025 \$ 3,999.00	4							
Unit #821 Swatara Mower - 2025 JD Z330M ZTRAK	1CX330MECSS103340	6/9/2025 \$ 3,999.00	4							
Total:				-	-	-	-	-	-	

TRACTORS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #350 (Aitkin)	L06430H520378	4/19/2007								Fund Balance
John Deere 6430 Tractor/Mower	8,744 hours	\$ 75,268.00	10	50,000					50,000	
Unit #351	NT01172M	10/6/2016								
New Holland Tractor Mower	4,723 hours	\$ 66,121.56	10					120,000	120,000	
Unit #352		7/12/2019								
New Holland - Guardrail Mower	2,622 hours	\$ 103,838.50	10						-	
Unit #353		45,657.00								
2024 JD 6130M Cab Tractor Mower	60 hours	\$ 131,461.33	10							
Unit #366:	4S6575	06/01/85								
1985 John Deere 2550 Tractor	7,694 hours	\$ 27,895.00	7						-	
Total:				\$ 50,000	\$ -	\$ -	\$ -	\$ 120,000	\$ 170,000	R&B levy

TRAILERS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE
Unit #028 (McGrath)	5FTDA292871027973	6/21/2006								
Felling Trailer		\$ 15,819.88	8						-	
Unit #029 (HydroSeeder)	1F9FS1425M1072074	05/08/91								
Felling Trailer		\$ 9,400.00	8						-	
Unit #031	4P5671213B2160170	4/1/2011								
Survey Trailer		\$ 1,760.25	8						-	
Unit #033	DPWMN890722	01/01/90								
Homemade Culvert Trailer		\$ -	5						-	
Unit #034 (Jacobson)	2471	06/21/88								
Towmaster Trailer		\$ 10,705.35	8						-	
Unit #035	DPSMN890723	03/14/86								
Homemade 6X8 Trailer		\$ 100.00	8						-	
Unit #051 (Aitkin)	4KNFT2431EL162184	05/30/2014								
Towmaster Trailer T-50		\$ 26,005.96	10						-	
Unit #52	5NHUVH019FN079008	4/14/2016								
Continental Cargo 6x10 Trailer		\$ 3,243.93	10						-	
Unit #53 (Skid Loader)	5SHFD222XMB001728	7/6/2021								
Kaufman Trailer		\$ 6,780.30	10						-	
Unit #54 (Trackhoe)	4KNBF3432NL162626	2/2/2022								
2022 TM T-50 Trailer		\$ 28,041.00	10						-	
Unit #55 (Jacobson)	5FTCF3328T1023184	5/1/2025								
2026 Felling Trailer FT24-2LP		\$ 24,050.54	10						-	
Unit #97 (pipe trailer)	DSPMN890724	03/10/89								
Home Made Trailer		\$ 694.34	8						-	
Total:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	R&B levy

Grand Total Capital Equipment:

\$	801,500	\$	622,000	\$	643,100	\$	662,000	\$	684,500	\$	3,413,100
----	---------	----	---------	----	---------	----	---------	----	---------	----	-----------

McGregor Area Maintenance Facility:

- shop constructed 1974, addition and new roof-siding-insulation 2008
- salt shed constructed 2005
- diesel fuel tank installed 2023

DESCRIPTION	PROJ LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Replace Fabric Salt Shed Roof			16,000				16,000		
Total:		\$ -	\$ 16,000	\$ -	\$ -	\$ -	\$ 16,000		

Palisade Area Maintenance Facility:

- shop constructed 2004
- salt shed constructed 2006
- diesel fuel tank installed 2022, reinstalled 2024

DESCRIPTION	PROJ LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
							-		
Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Swatara Area Maintenance Facility:

- shop constructed 2006
- salt shed constructed 2008

DESCRIPTION	PROJ LIFE	2026	2027	2028	2029	2030	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
							-		
Total:		\$0	\$0	\$0	\$0	\$0	\$0		
Grand Total Capital Facilities:		\$100,000	\$126,000	\$100,000	\$125,000	\$0	\$426,000		

Proposed 2026 through 2030 Capital Road Improvement Plan (*projects added from previous program*)				
	Length	Location	Age/RQI or LPI	Estimated Construction Cost
2026				
SAP 001-602-015 - CSAH 2 Bridge 7215/7216 Replacement	0.2	CSAH 2 over Snake/Unnamed River	1958/LPI 58,61	\$ 1,681,413
SAP 001-605-014 - CSAH 5 Reconstruction (Grading and Agg. Base)	4.7	CR 53 to TH 210		\$ 6,500,000
CP 001-062-005 - CR 62 Reconstruction (Grading and Agg. Base)	1.36	435th Street to CR 71		\$ 1,210,000
CP 001-071-001 - CR 71 Reconstruction (Grading and Agg. Base)	1	CR 62 to TH 65		\$ 890,000
		Total:		\$ 10,281,413
2027				
SAP 001-614-016 - CSAH 14 Resurfacing	2.3	TH 65 to 2.3 miles northeast	2012/2.9-3.1	\$ 660,000
SAP 001-614-016 - CSAH 14 Bituminous Reclamation/Paving	1.88	2.3 miles NE of TH 65 to CSAH 40	2001/RQI 2.7-3.2	\$ 1,030,000
SAP 001-614-017 - CSAH 14 Resurfacing/Shoulder Widening	1.92	CSAH 40 to CSAH 36	2001/RQI 2.8-2.9	\$ 2,600,000
CSAH 19 Gravel Road Improvements (0.7 of 6.8 miles)	0.7	Moose River to 0.7 mile south		\$ 160,000
CSAH 19 Bridge No. 88102 Replacement	0.1	CSAH 19 over Moose River	1981/LPI 65	\$ 400,000
CSAH 36 Bituminous Reclamation/Paving	1.6		2012/2.5-2.6	\$ 660,000
CR 62 Bituminous Paving	1.36	435th Street to CR 71		\$ 520,000
CR 71 Bituminous Paving	1	CR 62 to TH 65		\$ 380,000
		Total:		\$ 6,410,000
2028				
SP 001-604-014 - Resurfacing	14.4	TH 47 to TH 65	2008/2.6-3.2	\$ 3,000,000
CSAH 5 Bituminous Paving	4.7	CR 53 to TH 210		\$ 1,950,000
CSAH 30 Bridge Over Wakefield Brook	0.1	CSAH 30 over Wakefield Brook		\$ 200,000
CR 57 Gravel Road Improvements	5	TH 65 to 5 miles east		\$ 1,150,000
CR 57 New Bridge	0.1	CR 57 over Section 5 Creek		\$ 360,000
SP 001-070-011 - Enhanced Pavement Markings	42.8	CH 6, 12, 17, 28		\$ 535,000
				\$ 7,195,000
2029				
CSAH 3 Resurfacing	5.74	Crow Wing county line to CSAH 29	2006/2.7-3.5	\$ 1,200,000
CSAH 7 Resurfacing	3.2	CSAH 29 to US Hwy 169	2006/2.7-3.0	\$ 625,000
CSAH 10 Resurfacing (3.79 mile)/Reclamation (4.28 mile)	8.12	8.12 m south of TH 200 to TH 200	2011/1.8-3.2	\$ 2,500,000
CSAH 29 Resurfacing	2.3	CSAH 3 to 509th Lane	2008/2.7-2.8	\$ 480,000
CSAH 29 Resurfacing	0.26	CSAH 7 to CSAH 19	2006/3.2-3.5	\$ 60,000
CSAH 33 Resurfacing	0.29		2010/2.0-2.1	\$ 110,000
CR 66 Reclamation/Resurfacing	1.09		2006-2013/1.5-2.1	\$ 280,000
CR 82 Reclamation	1.03		2013/1.8-2.1	\$ 280,000
SP 001-070-012 - Enhanced Pavement Markings	19.75	CH 2, 3, 11		\$ 276,500
				\$ 5,811,500
2030				
CSAH 1 Resurfacing	0.45	US Hwy 169 to Mississippi River	2005/RQI 2.1-2.3	\$ 300,000
CSAH 1 Resurfacing	2.5	Mississippi River Bridge to CH 22	2009/3.0	\$ 630,000
CSAH 6 Resurfacing	8.08	5.27 m east of TH 65 to TH 210	2011/2.3-3.0	\$ 1,800,000
CSAH 8 Resurfacing	1.97	TH 65 to Soo Grade	2007/2.8-3.1	\$ 480,000
CSAH 28 Resurfacing	5.8	US Hwy 169 to CSAH 12	2003/RQI 2.8-3.6	\$ 1,230,000
CSAH 37 Resurfacing	2.3	US Hwy 169 to US Hwy 169	2003/2.5-2.7	\$ 430,000
CR 54 Resurfacing	1.3	CSAH 1 to CR 83	2003/RQI 2.1-2.7	\$ 400,000
CR 69 Resurfacing	0.3	CSAH 2 to TH 47		\$ 80,000
				\$ 5,350,000
Five Year Total:				\$ 35,047,913

Project Selection Process

Identified improvements fall into one of five construction categories. Those categories, listed in priority order are as follows.

1. Highway Safety Improvement Program
2. Bridge Replacement
3. Pavement Resurfacing/Shoulder Widening
4. Gravel Road Reconstruction to Paved Road Standards
4. Gravel Road Improvement

1. Highway Safety Improvement Program

Safety Improvements are selected based on the Aitkin County Highway Safety Plan and available HSIP funding.

2. Bridge Replacement

Bridge replacement projects are selected based on calculated condition ratings that are the result of bridge safety inspections conducted on each bridge under the County's jurisdiction. See attached listing of all local highway bridges in Aitkin County. Highlighted bridges on the attachment are included in the current 5-year capital improvement program.

3. Pavement Resurfacing/Shoulder Widening

Pavement resurfacing projects are selected based on pavement condition data collected on a two-year frequency. In addition, observed pavement conditions and geographical grouping of projects for lower construction costs are considered when scheduling resurfacing projects. See attached listing of all Aitkin County pavement segments. Highlighted segments on the attachment are included in the current 5-year capital improvement program.

The specific type of pavement resurfacing project is determined during the design stage of the project based on the project's individual characteristics. Chipseal, overlay, mill and overlay, reclaim and pave, and cold in-place recycle are included in this construction category.

For segments that have deficient shoulder width, slopes, or culverts, additional work to correct these deficiencies may be added to the resurfacing project.

4. Gravel Road Reconstruction to Paved Road Standards

Improvements of existing gravel-surfaced roads to paved road standards are selected based on a prioritization worksheet that ranks the various gravel road segments based on annual average daily traffic (AADT) count, residence density, functional classification, sight distance deficiencies, improved route system layout, and private land ownership. The resulting priority ratings are updated with each Capital Road Improvement Plan update. See attached priority rating worksheet. Highlighted segments on the attachment are included in the current 5-year capital improvement program.

5. Gravel Road Improvement

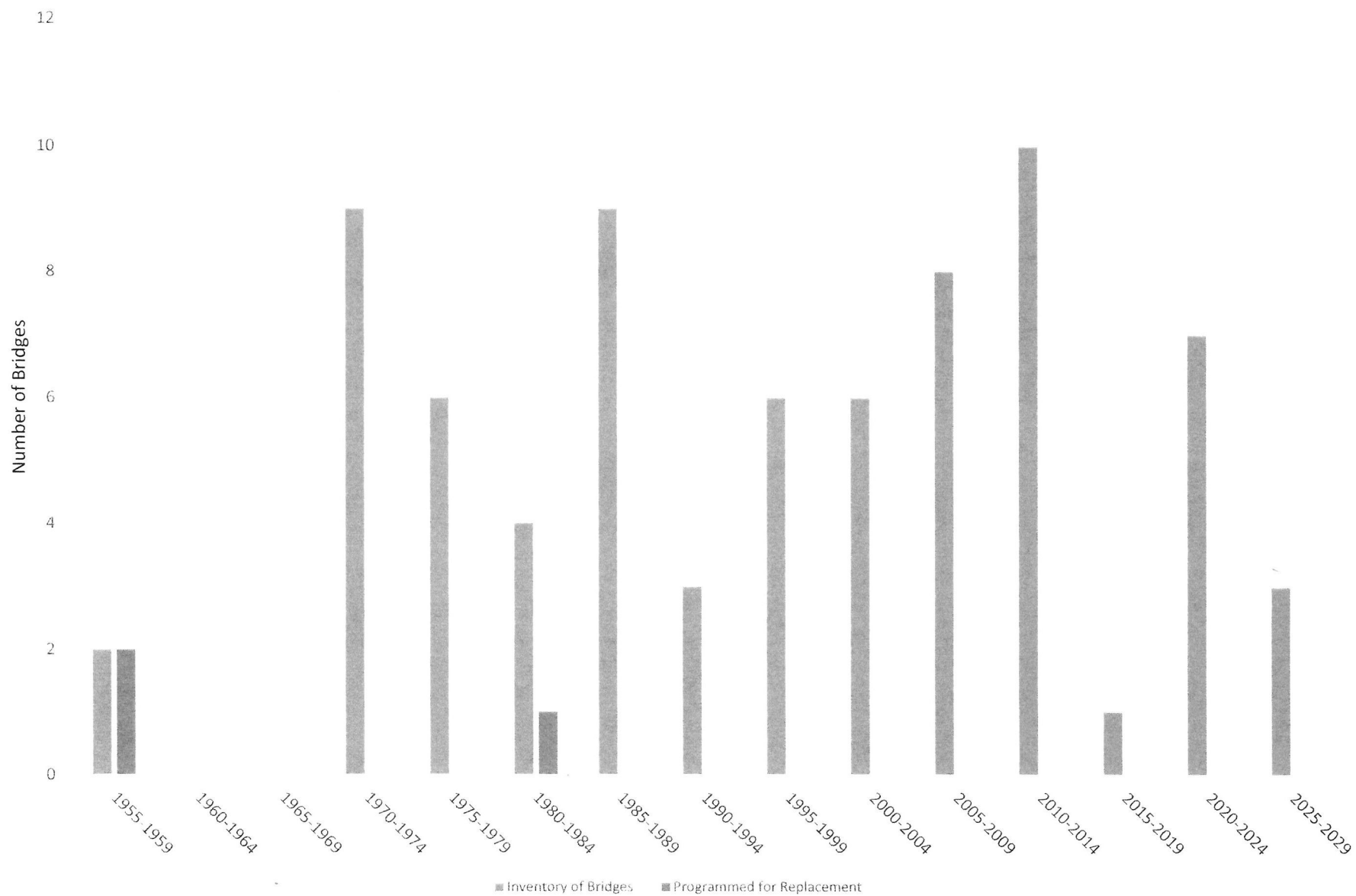
Improvements to existing gravel-surfaced roads to gravel road standards are selected based on observed deficiencies of gravel road segments.

Aitkin County Bridge Listing

(Highlighted bridges included for replacement in 2026-2030 Capital Road Improvement Plan)

BRIDGE	LOCATION	MATERIAL & DESIGN	LPI	POSTING
01513	CSAH 29 (OSPNEY AVE) over WILLOW RIVER	TIMB SLAB SPAN	47	36
7216	CSAH 2 (220TH ST) over SNAKE RIVER	TIMB BM SPAN	58	
7215	CSAH 2 (220TH ST) over STREAM	TIMB BM SPAN	61	
92699	CSAH 21 (GREAT RIVER RD) over DITCH	STEEL PIPE CULVERT	64	
94154	CSAH 16 (KESTREL AVE) over SANDY RIVER TRIB	TIMB BOX CULV	64	
94155	CSAH 16 (KESTREL AVE) over RICE LAKE OUTLET	TIMB BOX CULV	64	
94157	CSAH 16 (KESTREL AVE) over SANDY RIVER	TIMB BOX CULV	64	
88102	CSAH 19 (410TH AVE) over MOOSE RIVER	STEEL PIPE CULVERT	65	
94156	CSAH 16 (KESTREL AVE) over SANDY RIVER TRIB	TIMB BOX CULV	66	
L9181	CNTY 67 (650TH ST) over WILLOW RIVER	TIMB SLAB SPAN	66	
01506	CSAH 1 (410TH AVE) over MISSISSIPPI RIVER	PRESTR BM SPAN	71	
01512	CSAH 28 (290TH ST) over RIPPLE RIVER	PRECAST QUAD TEE	83	
R0716	FIELD ENT over DRAINAGE DITCH	STEEL PIPE ARCH	84	
92918	CNTY 61 (120TH ST) over CHESLEY BROOK	PRECAST PIPE ARCH	85	
94221	CNTY 61 (120TH ST) over STREAM	PRECAST PIPE ARCH	85	
01516	CSAH 23 (ALDER ST) over CHAN BETWEEN TWO LAKES	PRECAST QUAD TEE	86	
92917	CSAH 12 (DEER ST) over RIPPLE RIVER	PRECAST PIPE ARCH	86	
R0717	350th PLACE over DRAINAGE DITCH	STEEL PIPE ARCH	86	
01515	6TH ST NW over RIPPLE RIVER	PRECAST QUAD TEE	87	
01521	390TH ST over RICE RIVER	TIMB SLAB SPAN	87	
95331	CSAH 1 (OSPNEY AVE) over LITTLE WILLOW RIVER	PRECAST PIPE ARCH	88	
01533	DEER ST over RIPPLE RIVER	CCONC SLAB SPAN	89	
01534	CR 62 over SANDY RIVER	CCONC SLAB SPAN	89	
95332	CSAH 5 (350TH AVE) over SISSABAGAMAH CREEK	PRECAST PIPE ARCH	89	
01012	CSAH 3 over MISSISSIPPI RIVER	PRESTR BM SPAN	90	
01517	CSAH 10 (GREAT RIVER RD) over WILLOW RIVER	PRECAST DOUB TEE	90	
01518	CSAH 26 (180TH ST) over SNAKE RIVER	PRECAST DOUB TEE	90	
01530	CSAH 3 over BIG WILLOW RIVER	PRESTR BM SPAN	90	
93178	CSAH 38 (310TH AVE) over SEVENTEEN CREEK	PRECAST PIPE ARCH	90	
93455	CSAH 4 (DAM LAKE ST) over DAM BROOK	PRECAST PIPE ARCH	90	
96811	CSAH 2 (220TH ST) over SNAKE RIVER	PRECAST PIPE ARCH	90	
01527	CSAH 1 over MISS. R. DIVERSION CHAN.	PRESTR BM SPAN	91	
01J14	CSAH 34 (260TH ST) over BIRCH CREEK	PRECAST BOX CULV	91	
01J22	CSAH 29 (OSPNEY AVE) over MOOSE RIVER	PRECAST BOX CULV	91	
93122	CSAH 26 (BIRCH ST) over DITCH	PRECAST PIPE ARCH	91	
01011	CSAH 3 over CHAN BETWEEN TWO LAKES	PRESTR BM SPAN	92	
01524	CR 62 (450TH ST) over SANDY RIVER	CCONC SLAB SPAN	92	
01528	CSAH 32 over TAMARACK RIVER	PRESTR BM SPAN	92	
01531	CSAH 14 over PRAIRIE RIVER	PRESTR BM SPAN	92	
01J01	CNTY 74 (678TH ST) over MORRISON BROOK	PRECAST PIPE ARCH	92	
91895	CNTY 64 (KESTREL AVE) over PRAIRIE RIVER	PRECAST PIPE ARCH	92	
01526	CSAH 22 over MISS R DIVERSION CHANNEL	PRESTR BM SPAN	93	
01532	CSAH 4 over RICE RIVER	PRESTR BM SPAN	93	
01J29	CR 75 (KESTREL AVE) over BIRCH CREEK	PRECAST BOX CULV	93	
95330	CSAH 36 (379TH ST) over STREAM	PRECAST PIPE ARCH	93	
01J02	CSAH 10 (GREAT RIVER RD) over WHITE ELK BROOK	PRECAST PIPE ARCH	95	
01J04	CSAH 39 (OAK AVE) over RIPPLE RIVER	PRECAST BOX CULV	95	
01J08	CSAH 3 (GROVE ST) over LITTLE WILLOW RIVER	PRECAST BOX CULV	95	
01J11	CSAH 9 (N ASH RD) over BEAR CREEK	PRECAST BOX CULV	95	
01J26	CSAH 26 over STREAM	PRECAST BOX CULV	95	
01J27	CR 73 over MINNEWAWA CREEK	PRECAST BOX CULV	95	
01J33	CSAH 10 over POKEGAMA CREEK	PRECAST BOX CULV	95	
91896	CNTY 64 (KESTREL AVE) over TAMARACK RIVER	PRECAST PIPE ARCH	95	
92844	CSAH 3 (GROVE ST) over DITCH	PRECAST PIPE ARCH	95	
93123	CNTY 75 (KESTREL AVE) over SPLIT ROCK RIVER	PRECAST PIPE ARCH	95	
93424	CNTY 67 (650TH ST) over LITTLE HILL RIVER	PRECAST PIPE ARCH	95	
95612	CNTY 51 (385TH AVE) over RIPPLE RIVER	PRECAST PIPE ARCH	95	
96142	CSAH 29 (OSPNEY AVE) over LITTLE HILL RIVER	PRECAST PIPE ARCH	95	
96703	CSAH 4 (DAM LAKE ST) over CREEK	PRECAST BOX CULV	95	
01535	560TH ST over WILLOW RIVER	CCONC SLAB SPAN	96	
01J07	CSAH 1 (OSPNEY AVE) over LITTLE WILLOW RIVER	PRECAST BOX CULV	96	
01J31	CR 73 over SANDY RIVER	PRECAST BOX CULV	96	
01J35	CSAH 3 over WHITE ELK BROOK	PRECAST BOX CULV	96	
92924	CSAH 23 (ALDER ST) over STREAM	PRECAST PIPE ARCH	96	
01J36	CSAH 32 over CO DITCH #13	PRECAST BOX CULV	99	
01J28	CSAH 28 (PIONEER AVE) over RIPPLE RIVER	PRECAST BOX CULV	100	
01J39	CSAH 15 over CEDAR CREEK	PRECAST BOX CULV	100	
01J43	LAKE AVE over SAVANNA RIVER	PRECAST BOX CULV	100	
01J45	NATURE AVE over UNNAMED STREAM	PRECAST BOX CULV	100	
01J48	TAME FISH LAKE RD over RIPPLE RIVER	PRECAST BOX CULV	100	
01539	CSAH 5 (NATURE AVE) over WILLOW RIVER	CCONC SLAB SPAN	100	
01536	CR 54 (390TH AVE) over SISSABAGAMAH CREEK	CCONC SLAB SPAN	100	
01538	CSAH 5 (NATURE AVE) over RICE RIVER	CCONC SLAB SPAN	100	
01J51	CSAH 22 (400TH ST) over WAKEFIELD BROOK	PRECAST BOX CULV	100	

Bridge Age 2025

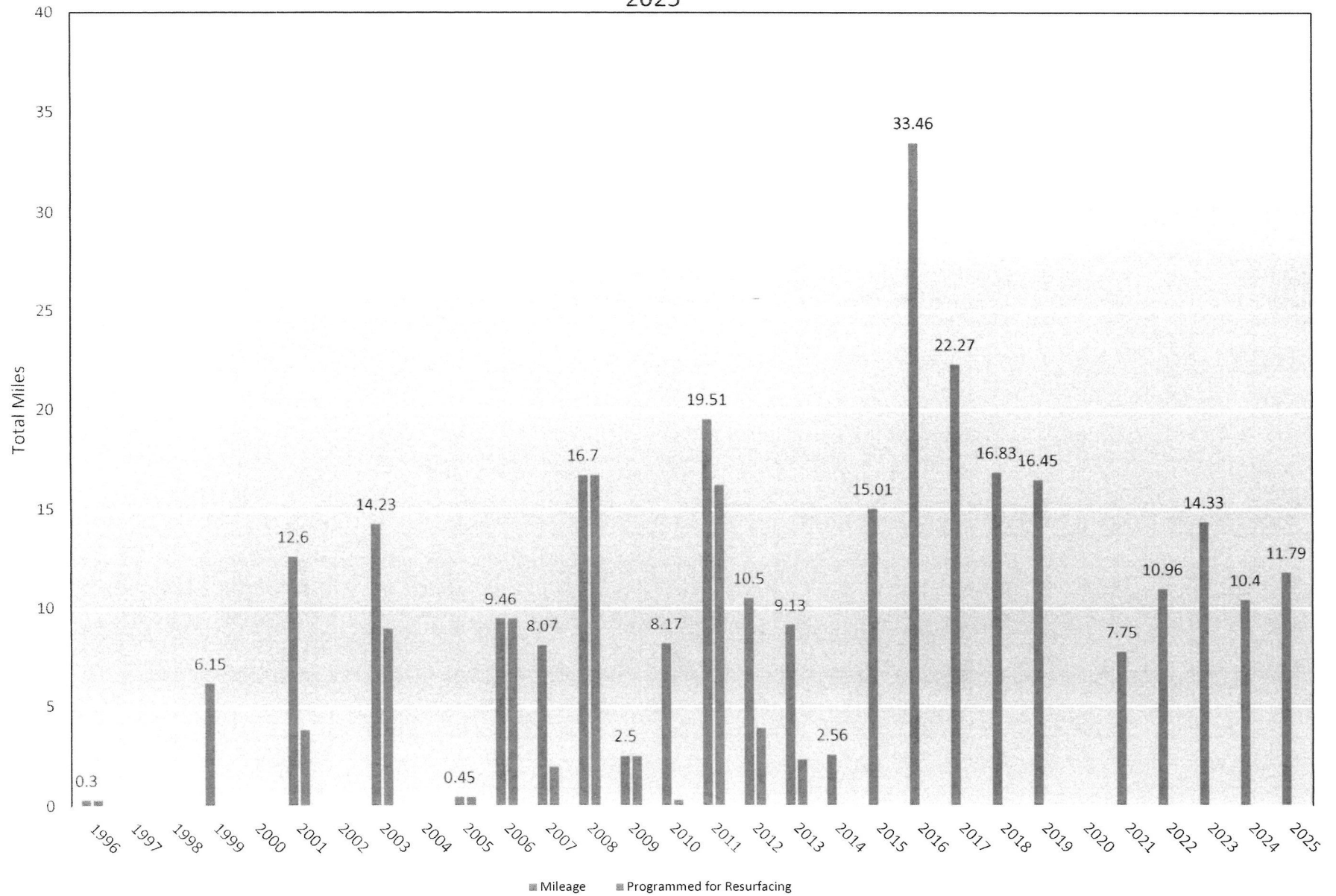


Bituminous Pavements - Age and RQI Data

(Highlighted Segments included in 2026-2030 Capital Road Improvement Program)

	Length	2023 RQI	2021 RQI		Length	2023 RQI	2021 RQI
1996				2014			
CR 69	0.3			CSAH 12 from .35 m. E. of N. jct. CSAH 39 to TH 47 (Wear)	2.56	3.3	3.3
1997				2015			
1998				CSAH 10 from US Hwy 169 to CSAH 3	7.01	3.5	3.5
1999				CSAH 28 from TH 210 to TH 169	8	3.3/3.4	3.3/3.4
CSAH 39 (2021 Chipseal)	5.1	3.4	3.4	2016			
CR 81 (2020 Chipseal)	1.05	3.0/3.1	3.0/3.1	CSAH 2 from TH 47 to TH 65	12.38	3.1/3.2	3.1/3.2
2000				CSAH 3 from north jct. CSAH 5 to 6.36 miles east	6.2	3.7	3.7
2001				CSAH 12 from TH 47 to TH 210	0.58	3.0/3.2	3.0/3.2
CSAH 14 from 2.3 m. notheast of TH 65 to CSAH 36	3.8	2.7/2.8	2.7-2.9	CSAH 12 from TH 47 to 375th Avenue	6.88	3.4	3.4
CSAH 22 (2022 Chipseal)	4.6	3.3/3.4	3.3/3.4	CSAH 13 from TH 65 to CSAH 16	5.39	3.2/3.3	3.2/3.3
CSAH 24 (2022 Chipseal)	4.2	3.4	3.4	CSAH 41 from 1st Street to west jct. TH 210	1.01	3.1/3.2	3.1/3.2
2002				CR 88	1.02	3.1/3.7	3.1/3.7
2003				2017			
CSAH 23 (2022 Chipseal)	5.3	3.3-3.7	3.3-3.7	CSAH 1 from CSAH 22 to 3.6 miles north	3.6	3.3/3.4	3.3/3.4
CSAH 28 from TH 169 to CSAH 12	5.8	3.2/3.3	3.2/3.3	CSAH 10 from CSAH 3 to CSAH 18	11.06	3.5	3.5
CSAH 37	2.3	2.5/2.7	2.5/2.7	CSAH 15 from Crow Wing County Line to CSAH 1	6.08	2.7-3.6	2.7-3.6
CR 54 from .47 miles east of CSAH 1 to CR 83	0.83	2.3/2.5	2.3/2.5	CR 74	1.53	3.1	3.1
2004				2018			
2005				CSAH 6 from TH 65 to 5.3 miles east	4.9	3.9	3.9
CSAH 1 from TH 210 to beginning of Mississippi River Br	0.45	2.1/2.3	2.1/2.3	CSAH 8 from TH 210 to old Soo Line RR	0.87	2.8/3.0	2.8/3.0
2006				CSAH 12 from 375th Avenue to Lanie's corner	2.74	3.7	3.7
CSAH 3 from Crow Wing County Line to CSAH 29	5.74	3.1/3.2	3.1/3.2	CSAH 12 from Lanie's Corner to n. jct. CSAH 39	1.95	3.2/3.3	3.2/3.3
CSAH 7	3.2	2.8/2.9	2.8/2.9	CSAH 32 from CSAH 6 to CSAH 31	3.29	3.8/3.9	3.8/3.9
CR 66 from US 169 to 0.26 miles east	0.26	1.8/1.9	1.8/1.9	CR 53 from CSAH 4 to 0.78 mile north	3.08	3.4/3.5	3.4/3.5
CSAH 29 from CSAH 19 to CSAH 7	0.26	3.1/3.3	3.1/3.3	2019			
2007				CSAH 3 from CSAH 29 to TH 169	4.15	3.5/3.6	3.5/3.6
CSAH 8 from old Soo Line RR to TH 65	1.97	3.1	3.1	CSAH 10 from TH 200 to Itasca County Line	2.25	3.3	3.3
CSAH 38	6.1	3.1/3.2	3.1/3.2	CSAH 16	8.9	3.7	3.7
2008				CSAH 41 from east jct. TH 210 to 1st Street	0.07	3.1/3.2	3.1/3.2
CSAH 4 from TH 47 to TH 65	14.4	2.8/2.9	2.8/2.9	CR 70	1.08	2.6/2.7	2.6/2.7
CSAH 29 from CSAH 3 to 509th Lane	2.3	2.7/2.8	2.7/2.8	2020			
2009				2021			
CSAH 1 from beginning of Mississippi River Bridge to CS	2.5	3.0	3.0	CSAH 3 from 6.36 miles east of north jct CSAH 5 to TH 65	3.15	3.9	3.9
2010				CSAH 9	0.77	2.4-3.3	2.4-3.3
CSAH 10 from CSAH 18 to 8.2 miles south of TH 200	6.88	3.3	3.3	CSAH 25	3.29	3.8/3.9	3.8/3.9
CSAH 33	0.29	1.8/2.2	1.8/2.2	CR 79	0.54	3.2/3.3	3.2/3.3
CR 62 from CSAH 3 to 1.0 mile south	1.0	3.2/3.3	3.2/3.3	2022			
2011				CSAH 17	7.1	4.0/4.1	4.0/4.1
CSAH 6 from 5.27 miles est of TH 65 to TH 210	8.08	2.6	2.5-2.7	CR 76	2.82	3.9/4.0	3.9/4.0
CSAH 10 from TH200 to 8.12 miles south	8.12	2.8/2.9	2.8/2.9	CR 77W	1.04	3.5/3.6	3.5/3.6
CSAH 32 from CSAH 31 to Carlton County Line	3.01	3.5	3.5	2023			
CR 241	0.3			CSAH 11	3.26	4.0/4.1	4.0/4.1
2012				CSAH 31	3.53	3.8/3.9	3.8/3.9
CSAH 3 from US Hwy 169 to n. jct. CSAH 5	5.6	3.0-3.6	3.0-3.6	CSAH 40	4.9	3.9	3.9
CSAH 5 from TH 47 to CR 50	1	3.4	3.4	CR 62 from TH 210 to 435th Street	2.64	3.8/3.9	3.8/3.9
CSAH 14 from TH 65 to 2.3 miles northeast	2.3	3.0	3	2024			
CSAH 36 from CSAH 14 to 1.6 mile north	1.6	2.5/2.6	2.5/2.6	CSAH 2 from TH 65 to Pine County Line	10.4		3.7
2013				2025			
CSAH 12 from .35 m. E. of N. jct. CSAH 39 to TH 47 (NV				CSAH 5 from TH 210 to CSAH 3	7.5		
CR 54 from CSAH 1 to .47 miles east	0.47	2.1/2.3	2.1/2.3	CSAH 14 from CSAH 36 to State Park	4.29		
CR 54 from CR 83 to end of pavement	0.56	2.5/2.7	2.5/2.7	Subtotal:	161.81		
CR 60	3.98	3.6	3.6	Grand Total:	279.58		
CR 66 from 0.26 miles east of US 169 to US 169	0.83	1.7	1.7				
CR 77	0.57						
CR 82	1.03	1.6/1.7	1.6/1.7				
CR 83	0.49	3.0/3.2	3.0/3.2				
CR 85	1.2	2.5/2.6	2.5/2.6				
Sub-total:	117.77						

Pavement Age 2025



Priority Rating Worksheet

(Highlighted Segments Included in 2026-2030 Capital Road Improvement Program)

8/20/2025

Road Number	Segment Description	Length	2021-2022 ADT (20 points decile)	Residence Density (20 point decile)	Functional Classification (10 points)	Sight Distance Deficiency (10 point decile)	Improved Route System Layout (15 points)	Privately-Owned Land (10 point decile)	Priority Rating (85 points)
5.2	CR 53 to TH 210	4.7	20	20	10	6	15	7	78.0
62.1	2 miles N of TH 210 to CR 71	1.36	18	8	4	1	15	10	56.0
71		1	18	8	4	1	15	10	56.0
1	3.6 miles N of CSAH 22 to CSAH 3	7.4	18	6	7	3	15	6	55.0
51	TH 18 to CSAH 28	4.77	10	14	4	3	15	8	54.0
30	TH 65 to CSAH 16	7	14	14	7	6	0	10	51.0
21	CSAH 1 to TH 169	6.9	16	4	10	4	5	10	49.0
19.2	CSAH 20 to CSAH 29	2	16	4	10	5	10	3	48.0
50	CSAH 5 to CR 56	2.95	16	2	4	2	15	8	47.0
56.1	TH 210 to CR 50	2	16	2	4	2	15	8	47.0
19.1	Cass County Line to CSAH 20	4.8	8	10	10	7	10	2	47.0
62.2	CR 71 to 1 mile south of TH 232	3	8	8	4	1	15	10	46.0
57.1	TH 65 to 5 miles east	5	16	8	4	5	0	10	43.0
59		4.28	12	4	4	3	10	10	43.0
64.2	CSAH 32 to 5 miles North	5	12	16	4	3	5	3	43.0
5.1	CR 50 to CR 53	5.9	14	10	4	4	0	10	42.0
13	CSAH 16 to Carlton County Line	5.6	8	2	7	4	15	5	41.0
68.1	CSAH 29 to dead end west	2	8	6	4	5	10	8	41.0
27	CSAH 13 to TH 27	6.6	4	6	7	4	10	9	40.0
5.3	CSAH 3 to CSAH 18	7.81	10	6	7	1	10	5	39.0
54	End of Blacktop to TH 210	4.88	10	2	4	3	10	10	39.0
63		2.69	8	8	4	9	0	10	39.0
20	Cass County Line to CSAH 19	5.9	8	4	7	3	10	6	38.0
64.1	5 miles N of CSAH 32 to CSAH 14	4.49	8	10	4	5	5	6	38.0
75	TH 27 to CSAH 34	6.9	2	8	7	5	10	6	38.0
68.3	TH 169 to dead end east	1.2	8	4	4	2	10	8	36.0
74		2.07	2	6	4	4	10	10	36.0
29.3	CSAH 7 to CR 67	4.54	12	6	7	4	0	6	35.0
67		5.17	12	4	4	6	0	8	34.0
34	CSAH 2 to CR 75	6.3	4	4	7	3	10	6	34.0
18.2	CSAH 5 to CSAH 10	6.1	2	2	7	2	10	10	33.0
36.2	CR 65 to 1.5 miles N of CSAH 14	5.2	8	6	7	7	0	5	33.0
61.1	TH 65 to TH 18	4.23	4	10	4	5	0	10	33.0
26.1	CSAH 38 to CR 59	5	8	4	7	3	0	10	32.0
60W		1.08	10	6	4	2	0	10	32.0
68.2	CSAH 29 to TH 169	3.3	8	4	4	3	10	2	31.0
72		1.2	4	8	4	5	0	10	31.0
26.2	CR 59 to TH 65	6	8	6	7	2	0	7	30.0
36.1	TH 65 to CR 65	4.2	8	4	7	8	0	3	30.0
73		5.1	8	4	4	2	5	6	29.0
61.2	TH 18 to CSAH 23	7	4	6	4	5	0	9	28.0
29.4	CR 67 to TH 200	2	12	4	7	2	0	2	27.0
65		8.96	4	6	4	10	0	3	27.0
57.2	TH 27 to 4 miles North	4.04	2	4	4	6	0	10	26.0
35	TH 65 to Itasca County Line	0.4	4	4	7	1	0	10	26.0
18.1	TH 169 to CSAH 5	6.1	2	2	7	1	10	3	25.0
80		1.7	4	4	4	3	0	10	25.0
26.3	TH 65 to CSAH 2	9.1	4	4	7	4	0	3	22.0
58		2.67	2	4	4	4	0	8	22.0
56.2	CR 50 to CSAH 5	6.4	2	2	4	5	0	8	21.0
29.1	2.3 miles N of CSAH 3 to CR 68	3.3	6	2	7	2	0	3	20.0
29.2	CR 68 to CSAH 7	6.3	6	4	7	2	0	1	20.0



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: Presentation of Draft 2026 H&HS Budget

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Paula Arimborgo		Department: H&HS Administration
Presenter (Name and Title): Carli Goble, H&HS Fiscal Supervisor		Estimated Time Needed: 20 Minutes
Summary of Issue: Presentation of the draft 2026 Health and Human Services Budget. Attached: Aitkin County Health & Human Services Advisory Committee proposed 2026 budget support letter.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		



HEALTH & HUMAN SERVICES

Aitkin County
204 1st Street NW
Aitkin, MN 56431

Phone: 218-927-7200
Toll Free: 800-328-3744
Fax: 218-927-7210

To: Aitkin County Board of Commissioners
From: Aitkin County H&HS Advisory Committee
RE: Proposed Calendar Year 2026 ACH&HS Budget

On August 7, 2025, the Aitkin County H&HS Advisory Committee reviewed the proposed Calendar Year 2026 Health & Human Services Budget. By a vote of 11 in favor and 0 opposed the Aitkin County H&HS Advisory Committee supports the proposed budget. We respectfully request that the Aitkin County Board of Commissioners accept and approve the H&HS proposed Calendar Year 2026 Budget.

Sincerely,

Joel Hoppe
ACH&HS Advisory Committee Chairperson

Health & Human Services

Proposed 2026 Budget

COUNTY BOARD

August 26, 2025

Breakdown by Department

■ REVENUES:

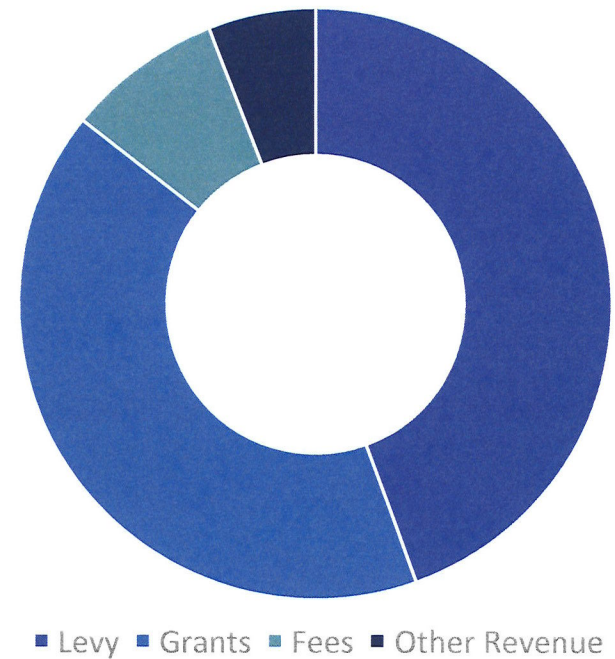
- Public Health: \$1,134,650
- Financial Services: \$2,563,242
- Social Services: \$4,841,964
- Undesignated: \$124,215

■ EXPENDITURES:

- Public Health: \$1,153,701
- Financial Services: \$2,423,408
- Social Services: \$5,086,962

Revenue By Category

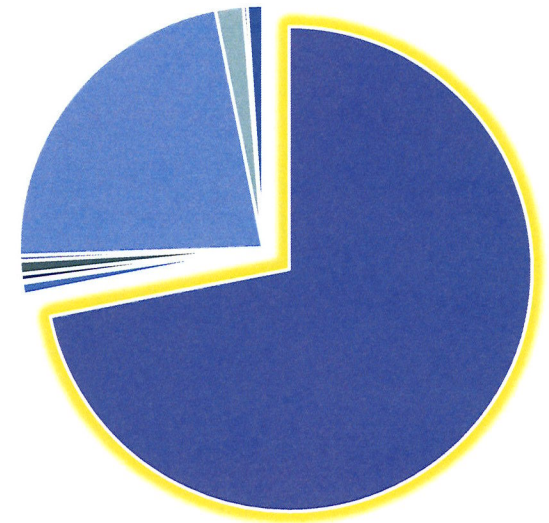
- **Fees**
\$738,600 (8.5%)
- **Grants**
\$3,565,456 (41.2%)
- **Other Revenues**
\$505,900 (5.8%)
- **Levy**
\$3,854,115 (44.5%)
- **Total Revenue**
\$8,664,071



Expenditures

Salary and Benefits

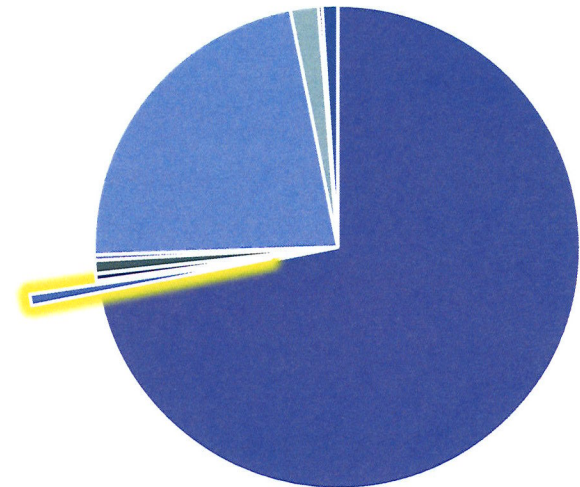
- Includes
 - All approved positions are included in the budget (61)
 - No additional positions are being requested in 2026
- Budget Amounts
 - Public Health: \$963,514
 - Financial Services: \$1,751,640
 - Social Services: \$3,512,734
- Total \$6,227,888
- Increase of 5.70%
- 71.9% of the budget



Expenditures

Communication Services

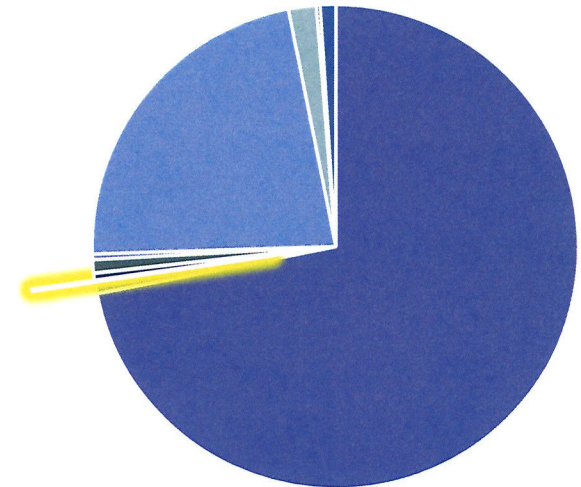
- Includes
 - Postage and Telephone
- Budget Amounts
 - Public Health: \$9,110
 - Financial Services: \$29,600
 - Social Services: \$26,000
- Total \$64,710
- Increase of 4.23%
- 0.7% of the budget



Expenditures

Dues and Registration

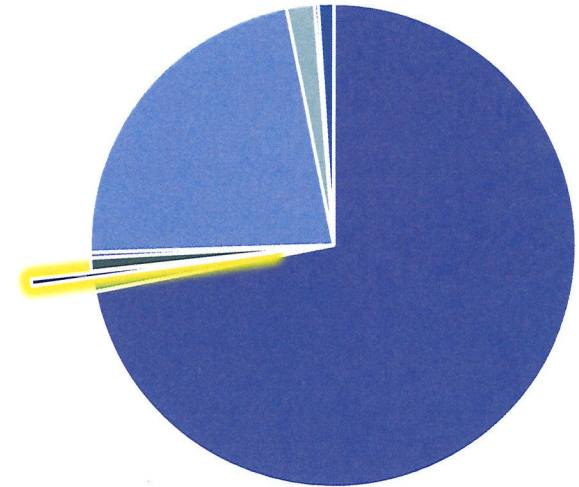
- Includes
 - Membership, dues and registration fees
- Budget Amounts
 - Public Health: \$2,950
 - Financial Services: \$4,250
 - Social Services: \$6,500
- Total \$13,700
- Increase of 9.60%
- 0.2% of the budget



Expenditures

Utilities

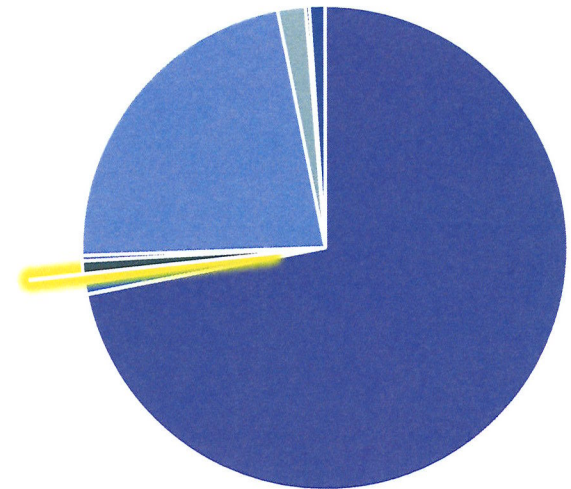
- Includes
 - Gas and Electric Utilities
- Budget Amounts
 - Public Health: \$5,500
 - Financial Services: \$13,000
 - Social Services: \$18,500
- Total \$37,000
- No change
- 0.4% of the budget



Expenditures

Professional Development

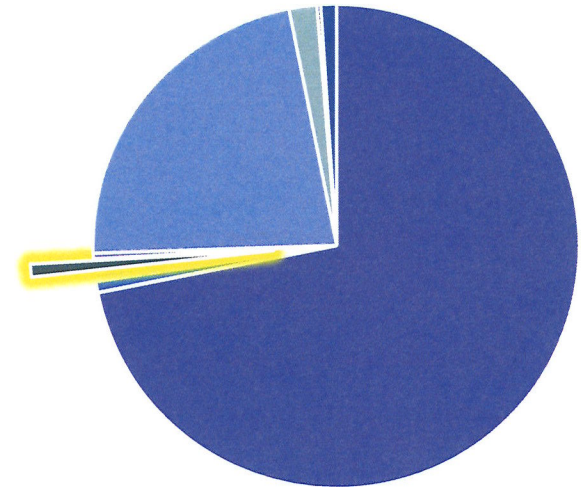
- Includes
 - Staff Training and Development
- Budget Amounts
 - Public Health: \$500
 - Financial Services: \$150
 - Social Services: \$2,500
- Total \$3,150
- Decrease of 1.56%
- 0.04% of the budget



Expenditures

Hotel, Meals,
Mileage and Gas

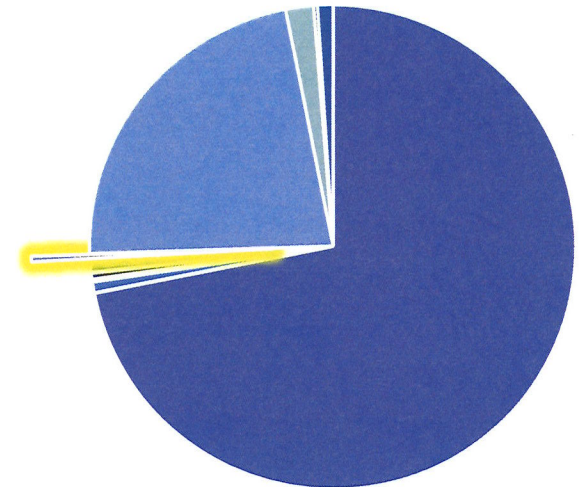
- Includes
 - Transportation, gas, parking and lodging costs
- Budget Amounts
 - Public Health: \$9,525
 - Financial Services: \$4,150
 - Social Services: \$60,000
- Total \$73,675
- Increase of 0.79%
- 0.9% of the budget



Expenditures

Insurance

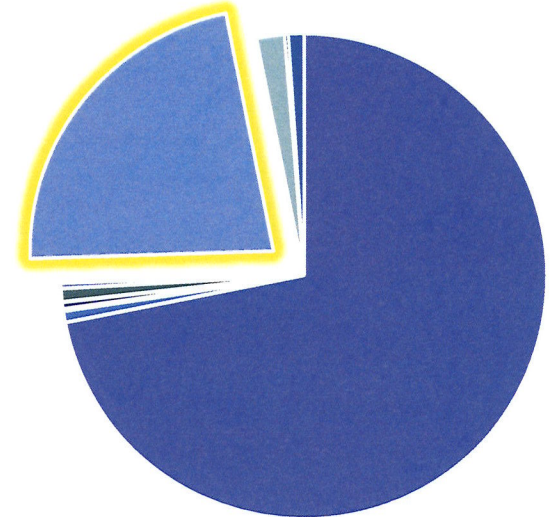
- Includes
 - Vehicle, equipment and liability insurance
- Budget Amounts
 - Public Health: \$3,700
 - Financial Services: \$1,000
 - Social Services: \$27,000
- Total \$31,700
- Increase of 21.92%
- 0.4% of the budget



Expenditures

Contracts and Service Agreements

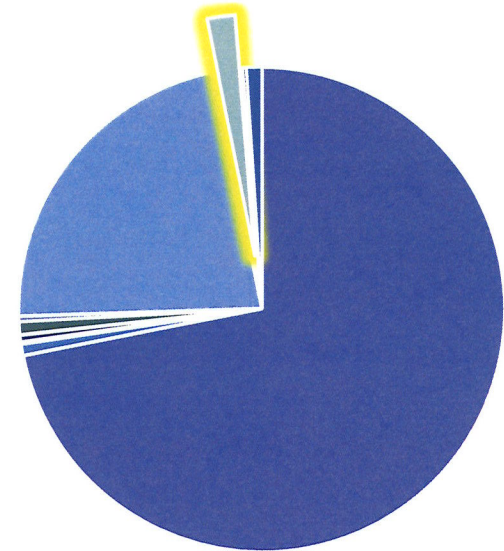
- Includes
 - Services, contracts and program costs
- Budget Amounts
 - Public Health: \$49,194
 - Financial Services: \$561,770
 - Social Services: \$1,329,873
- Total \$1,940,837
- Increase of 5.26%
- 22.4% of the budget



Expenditures

Materials and Supplies

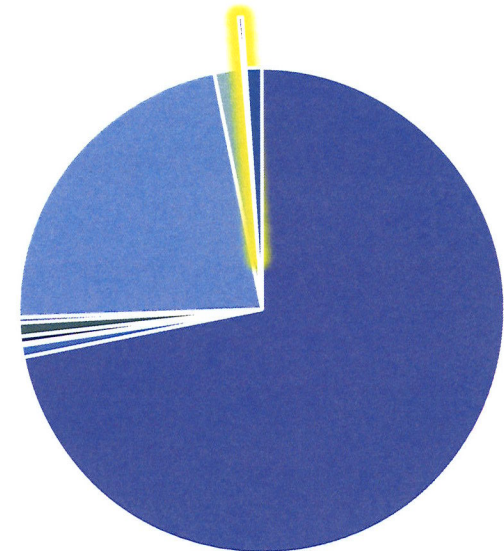
- Includes
 - Office and technology supplies and small equipment
- Budget Amounts
 - Public Health: \$106,628
 - Financial Services: \$20,078
 - Social Services: \$33,695
- Total \$160,401
- Decrease of 1.14%
- 1.9% of the budget



Expenditures

Capital Expenditures
(over \$5,000)

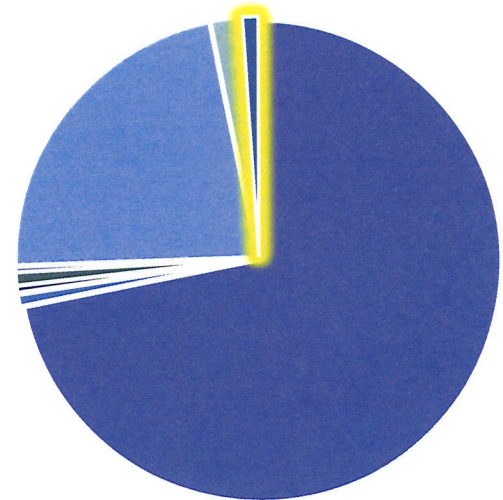
- Includes
 - Capital Improvement Plan expenses
- Budget Amounts
 - Public Health: \$3,080
 - Financial Services: \$7,260
 - Social Services: \$11,660
- Total \$22,000
- Decrease of 81.97%
- 0.3% of the budget



Expenditures

Other Expenditures

- Includes
 - County Burials and Adult Mental Health Initiative Payments
- Budget Amounts
 - Public Health: \$0
 - Financial Services: \$30,510
 - Social Services: \$58,500
- Total \$89,010
- Increase of 4.04%
- 1.0% of the budget





Thank you!



Board of County Commissioners Agenda Request



Requested Meeting Date: August 26, 2025

Title of Item: Contract for Commissioning Services for HHS Remodel Project

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
Submitted by: Jim Bright		Department: Maintenance
Presenter (Name and Title): Jim Bright, Facilities Coordinator		Estimated Time Needed: 10 min.
Summary of Issue: Bids went out for commissioning services (HVAC and lighting systems) for the HHS Remodel Project. 4 Bid were received with Hallberg Engineering's bid coming in as the lowest. Hallberg Engineering - \$29,000 IEA, Inc. - \$33,500 Dunham Associates - \$38,900 Cooper Commissioning - \$118,425		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolution approving contract for Commissioning Services for HHS remodel project with Hallberg Engineering for \$29,000.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ \$29,000 <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 26, 2025

By Commissioner: xxx

20250826-xxx

Commissioning Services Contract for HHS Remodel Project

WHEREAS, Aitkin County Health and Human Services remodel project has a commissioning services contract for HVAC and lighting systems with Hallberg Engineering,

NOW THEREFORE BE IT RESOLVED, Aitkin County Board authorizes the Board Chair to sign the Commissioning Services contract with Hallberg Engineering

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 26th day of August 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of August 2025

John Welle
County Engineer

Proposal for Commissioning Services for

AITKIN COUNTY

HEALTH & HUMAN SERVICES REMODEL PROJECT

Aitkin, Minnesota

May 16, 2025

Submitted by:



**HALLBERG
ENGINEERING**

Mechanical / Electrical / Commissioning

May 16, 2025

Kathleen Ryan
Aitkin County
307 2nd Street NW
Aitkin, MN, 56431
Kathleen.ryan@aitkincountymn.gov

Re: Proposal for Commissioning Services for Aitkin County Health and Human Services Remodel Proj
Hallberg Project #P25-5208.000

Dear Ms. Ryan,

We appreciate the opportunity to submit this proposal for commissioning services for the Aitkin County Health and Human Services Renovation project. We understand that the project is a roughly 15,750 square foot renovation spanning multiple floors of office, and common area space. We understand that this project is designed by Widseth Architects, with construction management by the Contegrity Group. We also understand that this project will be abide by State of MN B3 Guidelines Version 3.2r02 and the corresponding commissioning process for HVAC and lighting systems.

We look forward to working with you and assisting you with your project needs.

Sincerely,

HALLBERG ENGINEERING, INC.



Nick Cierzan, CxA
Commissioning Department Manager
ncierzan@hallbergengineering.com

AUTHORIZATION TO PROCEED

Signed

Title

Date

TABLE OF CONTENTS

Fee Proposal	4
Scope of Work	5
Commissioned Systems	8
Project Approach	9
Firm Overview	10
Project Experience	12
Proposed Team	13

FEE PROPOSAL

The following are HEI's proposed fixed fees for commissioning services for Aitkin County Health and Human Services Remodel project:

FIXED FEE: \$29,000

(Twenty-Nine Thousand Dollars)

REIMBURSABLE EXPENSES

Reimbursable expenses are included in the Total Fee noted above and include:

- Expenses of travel including mileage, lodging and meals.

ADDITIONAL SERVICES

Any work required beyond that defined in the Scope of Work will be billed on an hourly basis. Additional services will not be performed without written approval of Owner. Examples of additional services include:

- Providing services required because of significant changes in the project.
- Providing services in connection with evaluating substitutions proposed by the contractor.
- Providing services made necessary by the default of the contractor.

ASSUMPTIONS

- It is assumed that the A/E will provide adequate written design intent, basis of design and full sequences of operation for all equipment and systems for the O&M manuals and for the Commissioning Authority to use in writing functional tests.
- The fee is priced for the schedule of the project.

HOURLY BILLING RATES

Principals	\$210/hour
Sr. Project Manager	\$180/hour
Project Manager	\$165/hour
Sr. Engineer	\$155/hour
Sr. Project Engineer/Sr. Designer/Commissioning Agent/Construction Admin	\$145/hour
Project Engineer/Sr. Project Designer	\$130/hour
Staff Engineer/Project Designer/Commissioning Technician/I.T. Tech	\$120/hour
Engineer/Staff Designer/Program Consultant	\$105/hour
Designer	\$90/hour
Engineering Intern/Design Intern	\$65/hour
Clerical	\$85/hour

Terms & Conditions

- * **Invoices will be processed monthly with payment due within 30 days.**
 - * **All unpaid balances older than 30 days will accrue interest charges at 1.5% per month and will continue to accrue on all unpaid balances until they are paid in full.**
 - * **Hallberg Engineering reserves the right to: 1) Stop work on the project; 2) Notify Owner of work stoppage and the reason why; 3) Contact the Owner to determine payment history and/or schedule of payment.**
 - * **In recognition of the relative risks of the Client and the Engineer on the Project, Client agrees, to the extent permitted by law, that Engineers liability to the Client for any errors, acts, omissions, negligence, or breaches of the agreement, shall be limited to \$50,000 or the Engineer's fee, whichever is greater.**

B3 SCOPE OF WORK

- HVAC and Lighting Controls *Commissioning Services* per MN B3 Guidelines Version 3.2r02 utilizing Appendix P-1b1 Design and Construction Commissioning Process, Owner's Project Requirements and Basis of Design Plan Template and Appendix P-1b2 Commissioning Roles.
 - **Projects that include less than 20,000 gsf of conditioned space are only required to commission HVAC systems and lighting controls.*

Commissioning Tasks and Responsibilities as described in Appendix P-1b1 Design and Construction Commissioning Process:

2.01 Engage Commissioning Team

The Commissioning Team assists in planning, reviewing and coordination of commissioning activities with all disciplines involved in the building project. The Commissioning Team shall include the following members at a minimum. Contractors will not join the team until they are selected through the normal procurement process.

- Commissioning Leader (Hallberg Engineering Commissioning Agents)
- Facility Operations Manager (FOM)
- Project Manager
- Designers
- Contractors
- Energy Modeler (if energy modeling is part of the project)
- Guideline Leader

The Commissioning Leader facilitates and coordinates the efforts of the commissioning team. For Design and Construction Commissioning, the commissioning leader shall have a distinct role from the design team but may be employed within a firm providing design services.

2.02 Coordination of Owner's Project Requirements (as required by guideline P.1A)

The Owner's Project Requirements (OPR) shall quantify functional performance expectations and parameters for each system to be commissioned. The OPR is created by the Owner or Owner's Project Manager with the assistance of the Commissioning Leader which will provide the common understanding that focuses design, construction, and commissioning activities on the desired outcome.

2.03 Coordination with Basis of Design (as required by guideline P.1C)

The Basis of Design (BOD) is a narrative description of how the systems will be designed to achieve the Owner's Project Requirement acceptance criteria. This document is created by the A/E design team and reviewed by the Commissioning Leader with reference to the OPR. Comments to be provided back to the A/E team for their review and incorporation into the design documents as needed.

2.04 Commissioning Design Review

At least once during each of the Design, Final Design, review the design progress against the goals of the Owners Project Requirements. Commissioning Design Review comments shall be documented in writing and responses prepared by the appropriate designers. Performance Check: Commissioning Team shall review design as documented to verify that it meets the physical outcomes and operational performance defined at that phase. Performance areas include, but are not limited to:

- Owner's Project Requirements acceptance criteria for all required and additional pursued Guidelines
- Requirements for specific operational scenarios of the building

- Measurability/ Testability Check: Commissioning Team shall review design as documented to verify that it meets criteria for testing and verification of performance for Design and Construction Commissioning as well as Operations Commissioning monitoring during Ongoing Occupancy. Performance areas include, but are not limited to:
- Measurements and testing required during all phases of Design and Construction Commissioning.
- Measurement, monitoring, and control of energy, water, indoor environmental quality during Ongoing Occupancy.

2.05 Coordinate with Operations Commissioning and Energy Efficient Operations Manual (furnished by Design Team). The Commissioning Leader will cooperate with the Operations Commissioning Team by incorporating design features required to perform Operations Commissioning. Refer to and coordinate with the completion of Guideline P.2A: SB 2030 Energy Efficient Operations Manual process.

2.06 List of I/O Data Points

As part of the design process, the MEP design team shall submit a list of input and output (I/O) data points or sequence of operations as part of outcome documentation before the completion of the Final Design Phase. These shall be submitted for all computer-based control systems, e.g., HVAC, lighting controls which have programmable control logic.

2.07 Provide Cx Criteria & Scope for Construction Documents

Provide a commissioning specification section for Division 1 of the project manual. The commissioning specification shall define and elaborate on the contractor's responsibilities as defined in the Commissioning Plan. Incorporate the Commissioning Plan into the contract documents by reference to communicate the context of the commissioning specification and information regarding other team member responsibilities. This specification shall be created by the A/E design team.

2.08 Review Contractors' Submittals

Review temperature controls contractor submittals for commissioned equipment and other commissioned design elements.

2.09 Verify Installation (3 Trips)

Complete customized system installation checklists, as included in the Commissioning Plan, prior to system acceptance by the owner.

2.10 Verify Functional Performance (3 Trips)

Complete customized system functional performance test procedures, as included in the Commissioning Plan, prior to system acceptance by the owner.

2.11 Verify Operations & Maintenance (O&M) Documentation

Verify that the contractor creates and submits Operations & Maintenance manuals for the owner prior to construction completion and system acceptance.

2.12 Verify Operations & Maintenance (O&M) Training

Verify that the contractor presents Operations & Maintenance training to the owner prior to construction completion and system acceptance by the owner.

2.13 Systems Operations Manual

Review the preparation of a Systems Operations Manual (furnished by Design Team) to be delivered to the Owner, including at least the parts listed under ASHRAE 202-2013 Part 14.2.3.

2.14 Deferred Verification (1 Trip)

Some of the system functional performance test procedures will not be practical or meaningful to complete prior to the Correction Period. This may be due to construction phasing, climate or other constraints. Those test procedures shall be completed at the earliest appropriate time, and the results of the tests shall be reported to the Owner and Project team. It shall be expected that deficiencies identified as part of this deferred testing executed after the Correction Period will be resolved by the project team as if they had been identified prior to the end of the Correction Period.

2.15 Ten Month O&M Review (1 Trip)

At 10 months into the correction period, review building operation with Operations and Maintenance staff, and create a plan for resolution of outstanding commissioning-related issues.

Appendix P-1b2: Commissioning Roles

B3 Guidelines - Version 3.2r02

ACTIVITIES		Pre-Design (PD)				TEAM MEMBERS RESPONSIBILITIES							
		Design (D)	Final Design (FD)	Construct (CO)		"R" represents Responsible Party "x" represents Participating Party							
Commissioning Documentation						Cx Leader	Facilities Operations Manager (FOM)	Project Manager	Designers	Contractors	Energy Modeler	Guideline Leader	
1.01	Design & Construction Phase Commissioning Plan	x	x	x	x	R							
1.02	Commissioning Reports	x	x	x	x	R							
Commissioning Activities													
2.01	Engage Commissioning Team		x			R	x	x	x		x	x	
2.02	Coordination of Owners Project Requirements	x	x	x		x	x	R			x		
2.03	Coordination of Basis of Design Document		x	x		x		x	R		x		
2.04	Commissioning Design Review		x	x		R			x				
2.05	Coordinate with Operations Commissioning and Energy Efficient Operations Manual		x	x	x	R	x	x	x	x	x		
2.06	List of I/O Data Points			x					R				
2.07	Incorporate Cx Criteria & Scope into Construction Documents			x		x			R				
2.08	Review Contractors' Submittals				x	R			x	x			
2.09	Verify Installation				x	R				x			
2.10	Verify Functional Performance				x	R				x			
2.11	Verify O&M Documentation				x	R				x			
2.12	Verify O&M Training				x	R	x			x			
2.13	Systems Operations Manual				x	R			x	x	x		
2.14	Deferred Verification				x	R				x			
2.15	Ten Month O&M Review				x	R	x	x	x	x			

B3 COMMISSIONED SYSTEMS

- Mechanical HVAC Comfort, Energy, and Renewable Energy Systems, Review of Testing Adjusting and Balancing
- Lighting and Daylighting Controls

Scheduled Equipment	Number of Units
HEATING	
Cabinet Unit Heaters	3
Building Heating Water Pumps	1
Finned Tube Radiation	38
Horizontal Unit Heaters	1
COOLING	
Air Cooled Condensing Units	1
VENTILATION	
Air Handling Units	1
Ceiling Exhaust Fans	1
Exhaust Fan	1
Roof Top Units	1
Transfer Fans	1
VAV Boxes with Reheat Coils	24
CONTROLS	
DDC Control System	1
ELECTRICAL	
Lighting Control Systems	1

Exclusions: Commissioning Services for Electrical Power Systems, Building Envelope, Interior Materials, Physical measurement of vibrations/acoustics/noise.

Assumptions: Testing and Balancing work performed by others.

PROJECT APPROACH

Managing the project – Nick Cierzan will be the Project Manager and Scott Hoffman will be the Mechanical Commissioning Agent. Nick will also work with Kristin Papke (Accounts Receivables and Invoicing) on invoicing requirements.

Travel – We anticipate approximately 5-10 visits for meetings, field observations, training and functional testing and close-out. All Hallberg personnel are based out of our White Bear Lake, MN office.

Fostering Teamwork – The Hallberg Commissioning agents believe that to obtain a high return on investment for paying for the commissioning process, the agents need to be highly involved with the construction delivery process. We cannot be a silent 3rd party entity. We plan to communicate with the design team, owner, and construction team members in a very cooperative manner. Our commissioning agents feel that to maximize productivity and meet the construction schedule, there will be no finger pointing of inefficiencies but instead do our job as commissioning agent to communicate our field observations, installation deficiencies and functional testing results in a cordial and proper manner which will eliminate any adversarial relationships.

Commissioning Effort – This process consists of identifying each piece of equipment in the construction drawings, reviewing the piece of equipment's controllability and maintainability, observing, and documenting the functionality of each piece of equipment and its role in the system it serves and testing its overall performance in the programming and sequence of operation of the Building Automation System. The commissioning agents will physically observe and document the equipment installation and performance, and openly communicate for resolution of deficiencies. Therefore, each piece of equipment is being commissioned during the design, construction, functional testing, off-season testing, occupancy, and warranty phases.

Software - Main Issues Log - Hallberg Engineering has experience in the use of many different construction software formats such as Procore, PlanGrid, Submittal Exchange and Viewpoint One for the distribution of the commissioning issues log. HEI's commissioning agents are experienced with both the latest design concepts and operational methods and are familiar with the many different brands of building automation systems. Each agent is armed with state-of-the-art equipment and resources. The commissioning agents have laptops, software, and investigative tools to achieve the commissioning tasks.

To follow are some of the standalone tools the HEI Commissioning Group owns and uses:

TSI Veloci-Calc Air Velocity Meter
Data Loggers
Fluke Thermometers
Shortridge Air Velocity Hood
Illuminance Meters

TSI Indoor Air Quality Probe with CO
Volt/Amp Meters
Energy Calculator Tool
Energy Modeling Software

FIRM OVERVIEW

Design

Mechanical
Electrical
Plumbing
Technology
LEED®

Commissioning

New Construction
Recommissioning
Existing Systems
Retro-Commissioning
LEED®

Building Analysis

Indoor Air Quality Solutions
Health & Safety Review
Heating Plant Analysis
Swimming Pool Evaluation
Facility Review
Power Distribution Review
Lighting Analysis
Fire Protection Analysis
ASTM Property Condition
Assessments



Established in 1979, Hallberg Engineering, Inc. (HEI) is a consulting engineering firm specializing in mechanical, electrical, and technology systems design, commissioning, and building analysis. Our versatile staff provides various mechanical and electrical services including pre-design studies, early schematic planning and budgeting with the client, timely design development of the project, thorough construction documents, and comprehensive construction administration with post-occupancy evaluation.

HEI has 40 years of experience providing consulting engineering services and over 20 years of experience providing commissioning services to K-12 schools in Minnesota. HEI's Commissioning Group has commissioned more than 150 education facilities since the group's inception in 1998.

Our commissioning group verifies that a project was constructed per the design intent and the building performs per the owner's project requirements and the designer's basis of design.

HEI originated with a focus on providing mechanical services for K-12 education facilities. Throughout the years, we have expanded our engineering services, but our established reputation in the education sector has continued and has allowed us to have worked with over half of all Minnesota school districts. Our history has provided us with the knowledge and the relationships that are necessary to successfully execute the needs of not only our K-12 clients, but our clients in all markets.

We have earned a reputation for listening and responsiveness, for honesty and professionalism, and for delivering proven, functional engineering solutions. With the combination of our firm expertise and our focus on exceptional customer service, it is our promise to provide every client with the utmost in integrity, commitment, and quality of service.

HEI is a Small and Minority Business Enterprise (S/MBE).



COMMISSIONING

Commissioning Services

LEED® Construction
 Passive House (Passivhaus)
 Minnesota Sustainable
 Building Guidelines (MSBG)
 ASHRAE Commissioning
 Requirements
 Army National Guard Military
 Construction

Systems Typically Commissioned

HVAC Systems
 Building Automation Systems
 Laboratory Systems
 Humidification Systems
 Electrical Power and UPS
 Lighting Control Systems
 Emergency Power Systems
 Life Safety Systems
 Data Center Systems

Since its inception in 1998, the HEI Commissioning Group has commissioned mechanical and electrical systems for hundreds of buildings including those for K-12 schools, higher education, retail, government, and private industry facilities. The commissioning group has successfully completed recommissioning projects and custom efficiency studies funded by utility companies which included a team of energy experts comprised of HEI engineering staff, sub-consultants, and subcontractors.

Commissioning is a quality assurance procedure applied to building construction throughout the entire process of a project including planning, design, construction, and operation. It is a systematic, documented, and collaborative process including inspection, testing, and training. Commissioning ensures that building systems work as intended by the original design intent and provides for reduced operation and maintenance costs, energy savings, and improved indoor air quality.

The HEI Commissioning Group's goal is to provide the owner with smoother building turnover, improved building performance, reduced contractor callbacks, and a safe, healthy facility for all building occupants. Commissioning is not an exercise in "finger pointing" – we believe in a harmonious process to provide the desired results for all stakeholders. A project is successful only if each task of the commissioning plan was accomplished per the design intent and the owner received a building that performs per the owner's project requirements and designer's basis of design.

HEI is a member of the Building Commissioning Association (BCA) and the AABC Commissioning Group (ACG), and our HVAC commissioning agents are certified ACG Commissioning Authorities (CxA), which demonstrates the CxA's education, knowledge, and technical expertise in the commissioning process.

HEI is also a member of the U.S. Green Building Council and has several LEED® Accredited Professionals (AP) among its staff. Members of HEI's commissioning staff are also members of the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE).



FEATURED PROJECT EXPERIENCE

SHERBURNE COUNTY

GOVERNMENT CENTER EXPANSION AND RENOVATION – Elk River, MN

Square Feet: 98,000 New / 125,000 Renovation

Completed: 2021

Project Description: Sherburne County Government Center recently had a renovation project that included 98,000 square feet of new construction and approximately 125,000 square feet of renovation. The HEI commissioning team provided commissioning services for all HVAC, building automation systems, plumbing and fire protection systems and electrical systems.

MNDOT

EDEN PRAIRIE TRUCK STATION – Eden Prairie, MN

Square Feet: 21,000 additions

Completed: 2023

Project Description: HEI is performing commissioning services for this project which featured a warm storage garage and two truck wash bays as well as an office space.

OXBORO LIBRARY

Bloomington, MN

Square Feet: 14,000 sq. ft.

Completed: 2020

Project Description: This renovation included a complete interior renovation with parts of the building being demolished and rebuilt, all new mechanical equipment, except boilers, and new lighting with lighting controls. Hallberg Engineering performed mechanical and lighting controls systems commissioning for the 14,000 sq. ft. building renovation.

WRIGHT COUNTY

WRIGHT COUNTY JUSTICE CENTER – Buffalo, MN

Square Feet: 150,000

Completed: 2020

Project Description: Wright County constructed a new “Courthouse” structure adjacent and connected to the existing Wright County LEC. It contained nine courtrooms along with judges’ chambers, holding facilities, and conference rooms. The HEI commissioning team provided commissioning services for all HVAC, building automation systems, plumbing and fire protection systems and electrical systems.

CITY OF COTTAGE GROVE, MN

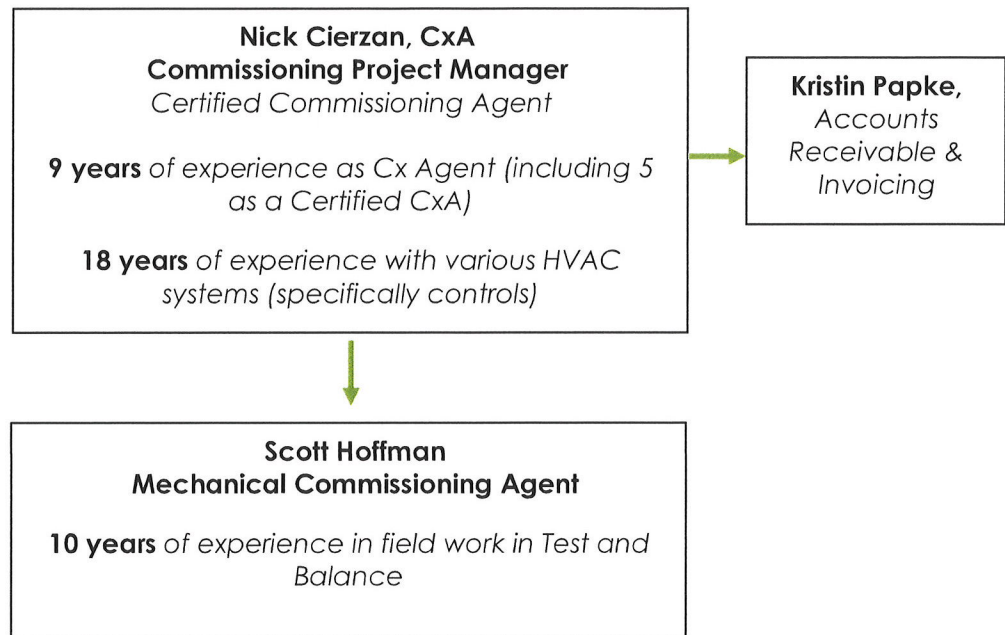
HERO CENTER (Health & Emergency Response Occupations) – Cottage Grove, MN

Square Feet: 47,000

Completed: 2020

Project Description: The Hero Center is a state-of-the-art immersive training center for police, fire, and emergency medical services. One important feature of the integrated facility is that it is built for all first responders. With the new center, police officers, firefighters, paramedics, and EMT’s will be able to practice hands-on skills in real-life scenarios, utilizing the tools and skills they need to do their jobs. HEI provided commissioning services during the Design, Construction and Verification and Acceptances Phases of this project.

PROPOSED PROJECT TEAM





PROFESSIONAL PROFILE

Certifications

ACG Certified
Commissioning Authority
(CxA)

Education

Bachelor of Science,
Computer Network
Engineering, St. Cloud State
University 2002

NICK CIERZAN, CxA

Commissioning Project Manager

Mr. Cierzan joined Hallberg in 2015 and holds a Bachelor of Science in Computer Network Engineering. Prior to Hallberg, Mr. Cierzan was a controls Technician and Project Manager for 9 years, specializing in control of HVAC systems and BAS integration. Nick took over as Commissioning Department Manager and Project Manager in Spring of 2023.

GOVERNMENT COMMISSIONING PROJECT EXPERIENCE

- Blue Earth County Building
- Chisholm Public Safety Building
- City of Burnsville New Fire Station
- City of Cottage Grove HERO Center
- City of Lino Lakes New Fire Station
- Hormel Institute/International Center of Research and Technology Expansion – Austin, MN
- Hormel Nature Center – Austin, MN
- Mayo Civic Center Convention Center Expansion – Rochester, MN
- MN Army National Guard
 - St. Cloud Armory – St. Cloud, MN
 - Stillwater Readiness Center – Stillwater, MN
- MN DNR
 - Glenwood Office Building
 - Lanseboro Fish Hatchery
- MNDOT
 - Clearwater Truck Station
 - Eden Prairie Truck Station
 - Jordan Truck Station
 - Mendota Heights Truck Station
- ND National Guard
 - Readiness Center
 - Vehicle Maintenance Shop
- Sherburne County Government Center
- Webber Park Library Additional Services – Minneapolis, MN
- Westonka Library Pre-Design
- Wright County Justice Center



PROFESSIONAL PROFILE

Certifications

ACG Certified
Commissioning Authority
(CxA)

Education

Bachelor's Degree in
Geography, Minnesota
State University Mankato

Professional Affiliations

Minnesota Educational
Facility Management
Professionals (MASMS)

Projects with a "" were
completed at another
firm*

SCOTT HOFFMAN, CxA Mechanical Commissioning Agent

Mr. Hoffman joined Hallberg Engineering's commissioning team in 2023. He previously worked for 10 years a Test and Balance Contractor balancing mechanical systems and programming temperature control systems.

GOVERNMENT PROJECT EXPERIENCE

- City of Apple Valley Fire Stations
- City of Northfield Babcock Shelter
- Howard Lake New Library
- Rice County Public Safety Center

HEALTHCARE PROJECT EXPERIENCE

- Crosby Regional Medical Center – Crosby, MN*
- Deerwood Clinic and Pharmacy
- Gundersen Tri-County Clinic
- Gundersen Tri-County Hospital
- M Health Fairview East Bank Dietary Expansion
- Northfield Hospital – Northfield, MN*
 - Birthing Center
 - Wound Care Center
- Sartell Pediatrics – Sartell, MN *
- Welia Hospital – Mora, MN*

COMMERCIAL PROJECT EXPERIENCE

- 270 Hennepin Apartments – Minneapolis, MN*
- Premier Marine Corporate – Big Lake, MN*
- Salon Lofts
 - Alexandria, VA
 - Atlanta, GA
 - Charlotte, NC
 - Dallas, TX
 - Irving, TX
 - Scottsdale, AZ
- Thrivent Financial Headquarters – Minneapolis, MN*
- The Nordic Plaza – Minneapolis, MN*



contegritygroup INC.

Construction Management

TO: Hallberg Engineering
FROM: Travis Fuechtmann
DATE: 7/31/25
RE: Aitkin County Health and Human Services Remodel

Contegrity Group, Incorporated (CGI) has been retained by Aitkin County to provide construction management services for their Aitkin County Health and Human Services Remodel project. Throughout the course of the project, Contegrity Group, Inc. will arrange and secure purchases and services on behalf of Aitkin County as their agent.

New accounts, contracts and/or invoices should be set up under name of **Aitkin County** and exempt from sales tax (*if applicable*). As owner of the project, Aitkin County will be processing payments directly to you. All invoices received by the **20th of each month** will be included in a payment book which will be sent to the owner for direct payment. Payments will be made within (35) days of this date. All purchases and service invoices shall be mailed as follows:

Aitkin County

Attn: Contegrity Group, Inc.

101 First Street SE

Little Falls, MN 56345

or – email to Karen Schelonka: kschelonka@contegritygroup.com

Please note: On behalf of Aitkin County, if you will be onsite during construction, a certificate of insurance will need to be provided in accordance with the requirements of the project. Aitkin County, Contegrity Group, Inc., and Widseth need to be listed as Additional Insured. See attached for insurance requirements.

If you should have any questions regarding this procedure, please feel free to call me at the number listed below.

Please sign and return this acknowledging your understanding and acceptance of above terms. Please also email a copy of your W-9 form which will be forwarded to the owner.

Authorized Signer: _____ **Date:** _____

Company Name: Hallberg Engineering

VENDOR INSURANCE COVERAGE

Certificates of Insurance

All Certificates of Insurance listed below shall include the following:

- The policy shall name the **Aitkin County, Widseth, and Contegrity Group, Inc.** as Additional Insured.
- Certificate Holder shall be: **Aitkin County, 307 2nd St NW, Aitkin, MN 56431**

Commercial General Liability

- The Minimum Limits of Liability should be:
\$3,000,000 AGGREGATE
\$3,000,000 PRODUCTS & COMPLETED OPERATIONS AGGREGATE
\$1,500,000 PERSONAL INJURY/EACH OCCURRENCE
\$1,500,000 PROPERTY DAMAGE/EACH OCCURRENCE
- The policy shall include Explosion, Collapse, Underground, and Independent Contractors protective.
- The policy shall be written on an occurrence basis, not a claim made basis. An umbrella liability policy may be used in conjunction with primary coverage limits to meet the minimum limit requirements for this project.

Worker's Compensation

- The policy shall include Employer's Liability Insurance
- The limits shall be statutory per applicable State and Federal Laws

Bodily Injury By Accident: \$500,000 Each Accident
Bodily Injury By Disease: \$500,000 Each Employee
Bodily Injury By Disease: \$500,000 Policy Limit

Auto Limits

- The Minimum Limits of Liability should be:

BODILY INJURY: \$1,500,000 Each Occurrence/\$3,000,000 Aggregate
PROPERTY DAMAGE: \$1,500,000 Each Occurrence/\$3,000,000 Aggregate
- The Auto coverage shall include the following: Any Auto, Hired and Non-Owned.
- Auto coverage shall be waived only when the Contractor's work clearly does not involve the use of an automobile.



TO: Hallberg Engineering
FROM: Travis Fuechtmann
DATE: 7/31/25
RE: Aitkin County Health and Human Services Remodel

Contegrity Group, Incorporated (CGI) has been retained by Aitkin County to provide construction management services for their Aitkin County Health and Human Services Remodel project. Throughout the course of the project, Contegrity Group, Inc. will arrange and secure purchases and services on behalf of Aitkin County as their agent.

New accounts, contracts and/or invoices should be set up under name of **Aitkin County** and exempt from sales tax (*if applicable*). As owner of the project, Aitkin County will be processing payments directly to you. All invoices received by the **20th of each month** will be included in a payment book which will be sent to the owner for direct payment. Payments will be made within (35) days of this date. All purchases and service invoices shall be mailed as follows:

Aitkin County
Attn: Contegrity Group, Inc.
101 First Street SE
Little Falls, MN 56345
or – email to Karen Schelonka: kschelonka@contegritygroup.com

Please note: On behalf of Aitkin County, if you will be onsite during construction, a certificate of insurance will need to be provided in accordance with the requirements of the project. Aitkin County, Contegrity Group, Inc., and Widseth need to be listed as Additional Insured. See attached for insurance requirements.

If you should have any questions regarding this procedure, please feel free to call me at the number listed below.

**Please sign and return this acknowledging your understanding and acceptance of above terms.
Please also email a copy of your W-9 form which will be forwarded to the owner.**

Authorized Signer: Nick Cierzan Digitally signed by Nick Cierzan
DN: C=US, E=ncierzan@hallbergengineering.com,
O=Hallberg Engineering, CN=Nick Cierzan
Reason: I am approving this document
Date: 2025.07.31 15:05:41 -05'00' **Date:** _____
Company Name: Hallberg Engineering

VENDOR INSURANCE COVERAGE

Certificates of Insurance

All Certificates of Insurance listed below shall include the following:

- The policy shall name the **Aitkin County, Widseth, and Contegrity Group, Inc.** as Additional Insured.
- Certificate Holder shall be: **Aitkin County, 307 2nd St NW, Aitkin, MN 56431**

Commercial General Liability

- The Minimum Limits of Liability should be:
 - \$3,000,000 AGGREGATE
 - \$3,000,000 PRODUCTS & COMPLETED OPERATIONS AGGREGATE
 - \$1,500,000 PERSONAL INJURY/EACH OCCURRENCE
 - \$1,500,000 PROPERTY DAMAGE/EACH OCCURRENCE
- The policy shall include Explosion, Collapse, Underground, and Independent Contractors protective.
- The policy shall be written on an occurrence basis, not a claim made basis. An umbrella liability policy may be used in conjunction with primary coverage limits to meet the minimum limit requirements for this project.

Worker's Compensation

- The policy shall include Employer's Liability Insurance
- The limits shall be statutory per applicable State and Federal Laws

Bodily Injury By Accident: \$500,000 Each Accident
Bodily Injury By Disease: \$500,000 Each Employee
Bodily Injury By Disease: \$500,000 Policy Limit

Auto Limits

- The Minimum Limits of Liability should be:
 - BODILY INJURY: \$1,500,000 Each Occurrence/\$3,000,000 Aggregate
 - PROPERTY DAMAGE: \$1,500,000 Each Occurrence/\$3,000,000 Aggregate
- The Auto coverage shall include the following: Any Auto, Hired and Non-Owned.
- Auto coverage shall be waived only when the Contractor's work clearly does not involve the use of an automobile.



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: ATV Economic Impact Study- Information Only

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Mark Jeffers	Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed: 10 minutes
Summary of Issue: Through a collaborative effort with the University of Minnesota Extension, the Land Department and Economic Development have analyzed the economic impact of the Northwoods ATV Trail System in Aitkin County. The full results are provided in the attached report.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Information only.	
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please Explain:	

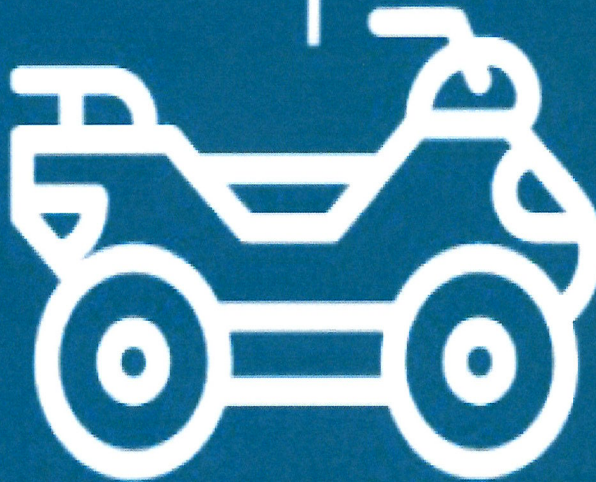
Aitkin County

ATV Riders in 2024

138,460 ATV rider visits

65% were visitors

94% rode on a designated trail system



180 Minnesotan's jobs supported

\$16.8 million economic activity generated

4 average number of days visitors were in the region

Restaurants, gas stations, and lodging

Businesses that see the most direct spending by ATV riders

Real estate and utilities

Industries that most indirectly benefit



UNIVERSITY OF MINNESOTA EXTENSION

DEPARTMENT OF COMMUNITY DEVELOPMENT

Economic contribution of ATV trails in Aitkin County, Minnesota

A report of the Economic Impact Analysis program

Presented by Brigid Tuck and John Bennett



Economic contribution of ATV trails in Aitkin County, Minnesota

A report of the Economic Impact Analysis program.

August 2025

Presented by Brigid Tuck, applied research specialist, community economics and John Bennett, Extension educator

Editors:

Elyse Paxton, senior editor, Department of Community Development

Report Reviewers:

Brandon Hofsted, program leader, Department of Community Development

Aiden Opatz, Extension educator, Department of Community Development

Xinyi Qian, director, Tourism Center

Partners/Sponsors:

Aitkin County

Photo Credit:

David Halsey, ATV Minnesota

© 2025, Regents of the University of Minnesota. University of Minnesota Extension is an equal opportunity educator and employer. In accordance with the Americans with Disabilities Act, this publication/material is available in alternative formats upon request. Direct requests to 612-624-2116.



Table of contents

Executive summary	1
Project overview	3
Project approach	3
Economic contribution of ATV trail riders	5
Direct effect of ATV trail users	5
Indirect and induced effects of ATV trail users	8
Total economic contribution of ATV trail users	9
Additional economic benefits of ATV trail users	9
Economic contribution of ATV trail development	10
Direct effect of ATV trail development	11
Indirect and induced effects of ATV trail development	11
Total economic contribution of ATV trail development	11
Insights into ATV ridership trends	12
Insights from rider survey	12
Insights for future trail and community development	15
Sensitivity analysis	19
Appendix: definitions and terms	20





Executive summary: Economic contribution of ATV trails in Aitkin County, Minnesota

In Aitkin County, ATV riders can experience Minnesota's scenic beauty through the Northwoods ATV trail system. The former Soo Line serves as a primary trail through the county, connecting with additional trails to provide riders access to 207 miles of maintained ATV trails. With the development of new and expanding ATV trails, the county has seen a steady year-over-year increase in the number of ATVs using the trails.

Aitkin County was interested in understanding the economic benefits of ATV trail riders and trail development. Thus, University of Minnesota Extension conducted an economic contribution analysis in partnership with the county. As part of the project, Extension conducted a survey of ATV riders in the county. The survey received 478 usable responses. Major findings of the analysis include:

ATV trails are attracting visitors to Aitkin County, particularly families.

In 2024, there were an estimated 138,460 trail rider visits in Aitkin County. Of the visits, 65 percent were generated by tourists while 35 percent were generated by residents. Many of the ride visits included families and children. Of the survey respondents, 63 percent reported their riding group included family members. In addition, more than one in four (27 percent) of riding groups included children.

Once in the county, ATV trail users stayed an average of 4 days and 3 nights. The most common place for ATV riders to stay was at a campground, which was used by 22 percent of overnight visitors. Visitors are choosing Aitkin County trails because of the ability to be outdoors, the scenic beauty of the region, amenities along the trails, and the trail conditions. The ATV trails are contributing to a positive perception of Aitkin County. Nearly 25 percent of respondents indicated they were "very likely" to move to Aitkin County based on their visit, while another 17 percent indicated they were "somewhat likely" to move.

ATV trail users support communities and businesses.

ATV trail users directly spent an estimated \$13 million in Aitkin County in 2024. Visitors spent an estimated \$144.50 per person per day, while residents spent \$61.10. Spending by ATV-related visitors (those from outside of Aitkin County) supported 4 percent of all retail service, food service, and accommodation sales in the county. Visitors supported 14 percent of all sales at restaurants/bars and 25 percent of all sales at lodging establishments.

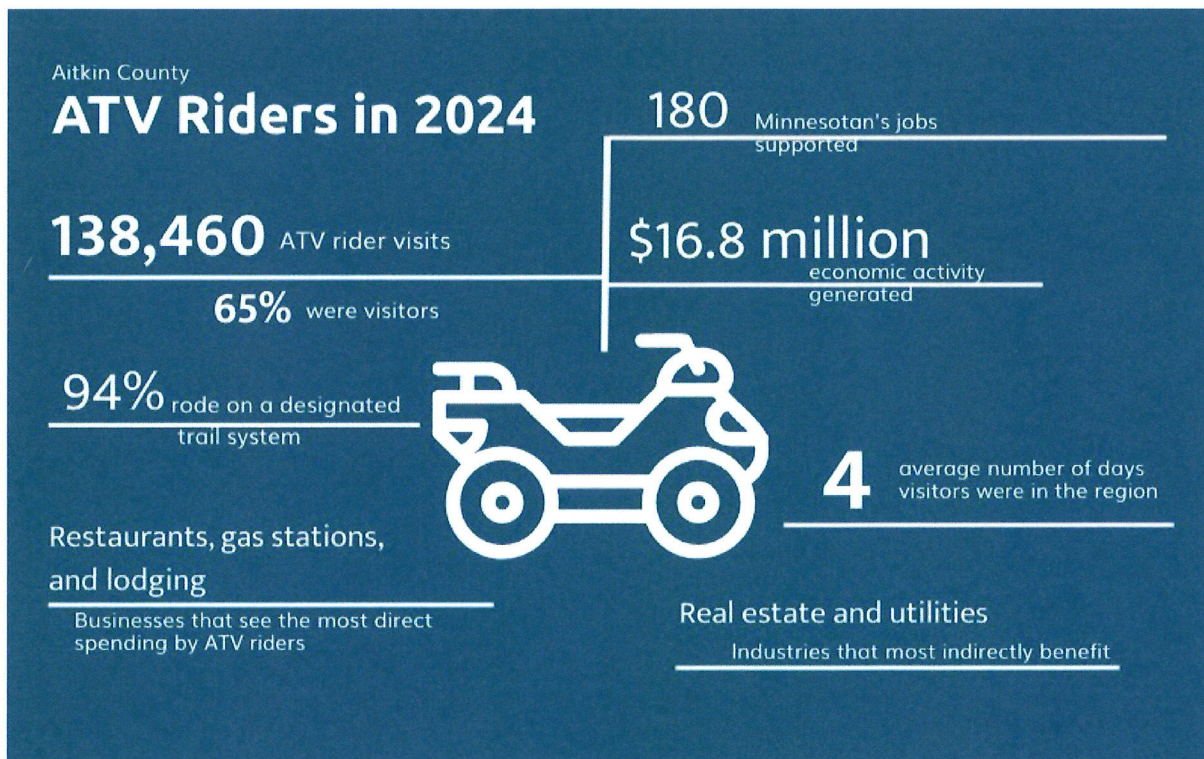
ATV trail users enjoy being able to visit communities and other local attractions. Of the survey respondents, 61 percent indicated they visited a place of interest during their most recent ATV-related trip to the county. When asked what would encourage them to ride more in Aitkin County, many survey respondents mentioned additional connections to communities and/or amenities.

ATV trail users generate economic activity in Aitkin County's economy.

In total, ATV riders in Aitkin County generated \$16.8 million in economic activity in 2024. This included \$4.7 million in labor income. The riders supported 180 jobs. Of the \$16.8 million, \$13.4 million (80 percent) came from visitors. The industries that most indirectly benefitted from ATV trail users included real estate, food services and drinking places, and utilities.

The survey results indicated riders were also riding on trails in neighboring counties during their visits, generating economic activity in those counties as well. Two of every three people who rode ATV trails in Aitkin County reported also riding in neighboring counties.

In addition, ATV trail development projects in Aitkin County generated \$1.3 million in economic activity between 2023 and 2025. This includes \$400,510 in labor income. The projects supported 9 jobs.



Project overview

In Aitkin County, ATV riders can experience Minnesota's scenic beauty through the Northwoods ATV trail system. The former Soo Line serves as a primary trail through the county, connecting with additional trails to provide riders with access to 207 miles of maintained ATV trails. Through the years, trail development in the county has focused on 1) creating a family-friendly experience that allows riders of various ages and skill levels to enjoy the trails 2) using techniques and materials to build trails while minimizing environmental impacts, 3) forming trail systems that allow riders to explore the diversity of Aitkin County's land and forest types, and 4) connecting communities to ATV trails.¹

With the development of new and expanding ATV trails, the county has seen a steady year-over-year increase in the number of ATVs using the trails. ATV trail riders bring with them their spending. When they come to Aitkin County, they rent hotel rooms or campsites, eat at restaurants and buy groceries, and shop at local stores, among other things. ATV trail user spending creates economic activity, as the businesses serving the riders increase their spending in response to the riders.

In addition to ATV trail users, Aitkin County and partners have been investing in trail development. Trail development also creates economic activity during the construction phase.

Aitkin County was interested in understanding the economic benefits of ATV trail riders and trail development. Thus, University of Minnesota Extension conducted an economic contribution analysis in partnership with the county.

The goal of the project was to answer the following questions:

- How much do ATV riders spend in Aitkin County during their visit?
- Which businesses directly benefit from ATV use?
- Which businesses indirectly benefit from ATV use?
- What opportunities exist to increase the economic benefits of trail riding?

Project approach

In fall 2024, University of Minnesota Extension, in partnership with Aitkin County, surveyed ATV trail users. The goal was to collect data on ATV ridership and spending to inform the economic contribution study.

The online survey was deployed on August 15, 2024. Notifications were sent to members of the major ATV clubs in Aitkin County. In addition, the county pushed notifications out via its social media platforms. The survey closed on November 15, 2024.

The survey received 563 responses. Respondents were initially screened to determine if the respondent had ridden ATVs in Aitkin County in the twelve months prior to the survey. Of the respondents, 484 responded positively and were directed to complete the survey.

From there, respondents were asked to identify themselves as either local residents or visitors. The screening question read "when you rode in Aitkin County, did you travel more than 50 miles to ride and/or stay overnight during your trip". Those responding "yes" were categorized as visitors and

¹ Aitkin County. (n.d.). *Northwoods ATV trails*. <https://www.co.aitkin.mn.us/departments/atv/>



directed to one set of questions. Those responding “no” were categorized as local residents and directed to a different set of questions.

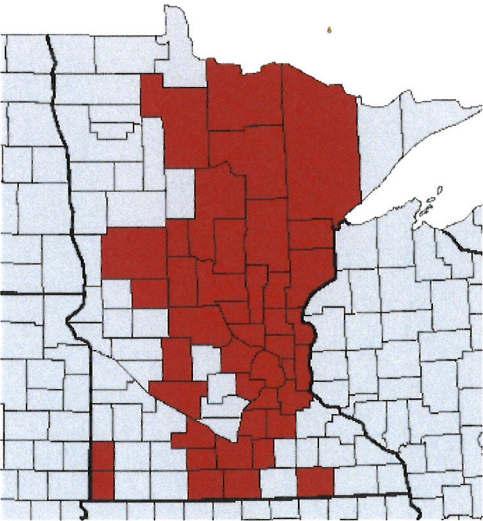
In all, 310 respondents indicated they were visitors under the definition and 168 indicated they were residents (Table 1). Six respondents did not complete the question and therefore did not complete the survey. Thus, in total, there were 478 complete and useable responses to the survey.

Table 1: Breakout of survey respondents, Aitkin County ATV survey, 2024

Metric	Number of Respondents
Total responses	563
Number who rode in Aitkin County in last 12 months	484
Number who identified as local residents	168
Number who identified as visitors	310

Survey respondents came from across Minnesota (Map 1). Forty Minnesota counties were represented in the survey responses. The survey also drew respondents with home zip codes in five other states – Florida, Nebraska, North Dakota, Oregon, and South Dakota.

Map 1: Primary zip code of Aitkin County ATV survey respondents, 2024



The survey results point to differences in trail use statistics between visitors and residents (Table 2). On average, residents reported having more people on one ATV vehicle (2.7) compared to visitors (2.4). Visitors reported spending more time riding (6.5 hours) compared to residents (5.0 hours).

Table 2: Statistics for most recent ride, ATV trail users, Aitkin County

Category	Visitors	Residents
Number of people per vehicle	2.4	2.7
Number of hours spent riding	6.5	5.0
Travel party size	7.1	N/A
Number of ATVs riding on trail	N/A	4.4

As mentioned, there are two ways ATV trails drive economic activity in the county. The first is through spending by ATV trail users. These impacts are on-going, as long as ATV users continue to ride in the county. The second is through the construction of new trail development. These impacts are shorter-term in nature and will dissipate when the project is completed. Given this, Extension measured the two types of economic activity separately.

Economic contribution of ATV trail users

Economic contribution includes direct, indirect, and induced effects. Direct effects are an initial change in an economy, for example, ATV riders visiting Aitkin County. The direct effects, in turn, generate ripple effects throughout the economy as the businesses and workers directly affected purchase more from their supply chains. These ripple effects are the indirect and induced effects.

The first step of an economic contribution study is to quantify the direct effect. The next section of this report will explain how Extension calculated the direct effect of ATV riders in the county. The direct effects were then entered into an input-output model which calculated the indirect and induced effects. Input-output models trace the flow of goods and services within an economy. Once the flow is known, the model can measure how a change in one sector (say, restaurant sales) affects other components of the economy (say, utilities and banks).

Direct effect of ATV trail users

To measure the direct effect of ATV trails users in Aitkin County, Extension needed two pieces of information. The first was a spending profile for the average ATV rider per day. The second was a count of ATV trail users.

Per person spending

Survey respondents provided data related to spending by ATV trail users. Visitors and residents had different spending profiles, so it was important to calculate per person spending for each group.

On average, Aitkin County visitors spent \$144.50 per day during their 2024 ATV riding trip (Table 3). Meanwhile, residents spent on average \$61.10 per day. Residents did not have any lodging expenses and reported spending less on dining out and transportation.

**Table 3: Spending per person, per day,
Aitkin County ATV survey respondents**

Category	Visitors	Residents
Restaurants/bars	\$42.50	\$28.70
Lodging	\$34.00	\$0
Transportation	\$31.10	\$13.80
Groceries	\$13.20	\$5.30
Shopping	\$7.70	\$3.20
Recreation/entertainment	\$6.70	\$5.10
ATV-related	\$6.20	\$3.90
Other	\$3.10	\$1.10
Total	\$144.50	\$61.10

ATV trail user counts

To get a count of the number of ATV riders, Extension started with trail counts provided by Aitkin County. Aitkin County has trail counters at 14 locations:

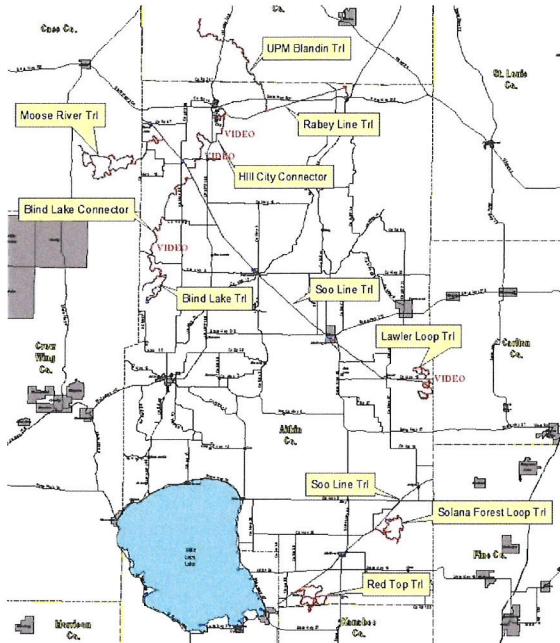
- Axtell Technical Riding Area
- Berglund Soo Line



- Blind Lake Connector
- Hill City Connector
- Lawler Loops
- Lawler Soo Line
- Rabey Line
- Rat Lake ATV
- Red Top
- Red Top Soo Line
- Solona Loop
- Solona Soo Line
- Swatara Soo Line

The trail systems are shown on Map 2.

Map 2: ATV trails in Aitkin County, Minnesota



The 14 trail counters recorded 127,508 ATVs between May and October 2024. Extension needed to make several adjustments to the counts in order to get a count of the total number of “people” visits. An estimate of “people” visits was needed to multiply by per person spending. Adjustments to the counts included the following.

- Occasionally, the trail counters did not work properly, so there were a few missing data points. Extension extrapolated the data to fill in the missing trail counts.
- A single ATV could have passed by the counters on multiple occasions on a single trip. First, if a trail is mostly out and back, a single ATV is likely to pass the same counter twice.

Extension assumed that on straight trails, 90 percent of ATVs were counted twice. On looping trails, Extension assumed 80 percent of ATVs were counted twice.

- Second, if counters are along a common route, a single ATV could pass by multiple counters. For example, many riders use the Lawler section of the Soo Line to access Lawler Loops. In these cases, Extension adjusted the counts to reflect that the majority of ATVs were counted twice.
- Finally, an ATV, particularly a side-by-side, can hold multiple passengers. The survey results indicate that visitors had an average of 2.7 people on one ATV while residents had an average of 2.4 people.

Using this approach, Extension estimated there were 138,460 trail ride visits (“people” visits) in 2024 (Table 4). Of these, an estimated 86,230 were visitors and 55,270 were residents. Extension calculated the ratio of visitors (65 percent) to residents (35 percent) based on the survey results.

**Table 4: Estimated number of ATV ride visits
Aitkin County, 2024**

Metric	Number
ATV counts (from trackers)	127,508
Number of unique ATVs (estimated)	55,270
Total ride visits (estimated)	138,460
Ride visits by residents (estimated)	52,230
Ride visits by visitors (estimated)	86,230

Total spending by ATV trail users

In total, ATV riders in Aitkin County spent an estimated \$13 million in 2024 (Table 5). Visitors generated the largest portion of the spending (\$10.3 million). The highest amount of spending was at restaurants and bars (\$4.3 million), gasoline stations and vehicle repair shops (\$2.8 million), and at hotels, vacation rentals, and campgrounds (\$2.4 million).

**Table 5: Total spending by ATV trail users
Aitkin County, 2024**

Category	Visitors	Residents	Total
Restaurants/bars	\$3,041,600	\$1,244,240	\$4,285,840
Lodging	\$2,433,280	\$0	\$2,433,280
Transportation	\$2,225,740	\$598,270	\$2,824,010
Groceries	\$944,690	\$229,770	\$1,174,460
Shopping	\$551,070	\$138,730	\$689,800
Recreation/entertainment	\$479,500	\$221,100	\$700,600
ATV-related	\$443,720	\$169,080	\$612,800
Other	\$221,860	\$47,690	\$269,550
Total	\$10,341,460	\$2,648,880	\$12,990,340

The direct spending figures have been adjusted to account for the role of ATV trails in the generation of the trip. In economic contribution theory, ATV rider spending can be attributed to the trails if the trails were the primary purpose of the trip. Of the survey respondents, 83 percent indicated the primary reason for their visit to Aitkin County was to ride on the ATV trails.

To provide some context for the spending, Extension looked at Aitkin County’s retail and leisure/hospitality sales.² In 2023 (the most recent data available), Aitkin County businesses that

² Minnesota Department of Revenue. (2025, June 25). *Sales and use tax statistics and annual reports*. <https://www.revenue.state.mn.us/sales-and-use-tax-statistics-and-annual-reports>

either provided retail services, food services, or accommodations recorded \$236.8 million in sales (Table 6).

Overall, spending by ATV trail users that are visitors to the county accounted for about 4 percent of all sales. Spending by visitors versus residents is important to understand, as the spending by visitors is considered “new money” or spending that likely would not have occurred in the county if not for the trails.

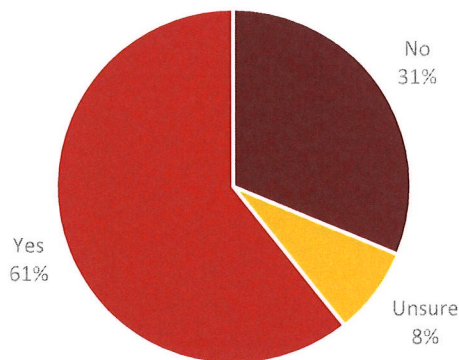
Spending by ATV trail visitors supported 14 percent of restaurant/bar sales and 25 percent of lodging sales

Table 6: ATV spending in the context of Aitkin County’s retail and service sector

Category	ATV trail visitor spending	Total sales	Percent of all sales attributable to ATV visitors
Restaurant/bars	\$3,041,600	\$21,436,674	14%
Lodging	\$2,433,280	\$9,683,628	25%
Groceries	\$944,690	\$42,254,156	2%
Total retail and service sector spending	\$10,341,460	\$236,829,246	4%

.In addition to the spending data, survey results demonstrate that ATV riders are visiting attractions across Aitkin County. The majority (61 percent) of survey respondents indicated they also visited Aitkin County attractions or points of interest during their most recent ride (Chart 1). Examples of activities included visiting a park or exploring a town.

Chart 1: Visited other attractions or points of interest during most recent ride, Aitkin County ATV survey, 2024



Indirect and induced effects of ATV trail users

As mentioned, indirect and induced effects are often called the ripple effects. The ripples are generated when businesses and workers purchase necessary goods and services. The indirect effects are related to the business supply chain. For example, if a group of ATV riders dines at a local restaurant, that restaurant purchases more food, uses more electricity, and perhaps uses additional banking services. The impact on the wholesale food supplier, the electric utility, and the bank are indirect effects.

The induced effects are related to employee spending. When that same group of ATV riders dines at the restaurant, the waitstaff receives payments and tips. The waitstaff then might use that money to pay rent or buy groceries. The impact on the landlord and the grocery store are the induced effects. Extension used the IMPLAN model for the input-output analysis in this study.

Total economic contribution of ATV trail users

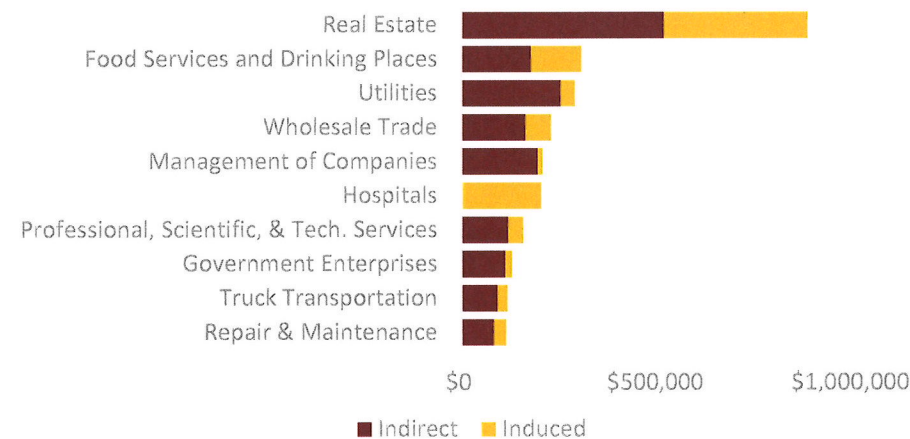
In total, ATV riders in Aitkin County generated \$16.8 million in economic activity in 2024 (Table 7). This included \$4.7 million in labor income. The riders supported 180 jobs. Of the \$16.8 million, \$13.4 million (80 percent) came from visitors.

**Table 7: Total economic contribution of ATV trail users
Aitkin County, 2024**

Category	Output	Employment	Labor Income
Direct	\$12,990,340	150	\$3,727,770
Indirect	\$2,410,640	20	\$609,530
Induced	\$1,423,110	10	\$378,390
Total	\$16,824,090	180	\$4,715,690

ATV trail riders generated \$16.8 million of economic activity. Of this, \$3.8 million was through indirect and induced effects. These are the businesses that are indirectly affected by ATV riders. The industries that most indirectly benefitted included real estate, food services and drinking places, and utilities (Chart 2).

**Chart 2: Top industries impacted, indirect and induced effects,
Aitkin County trail users, 2024**

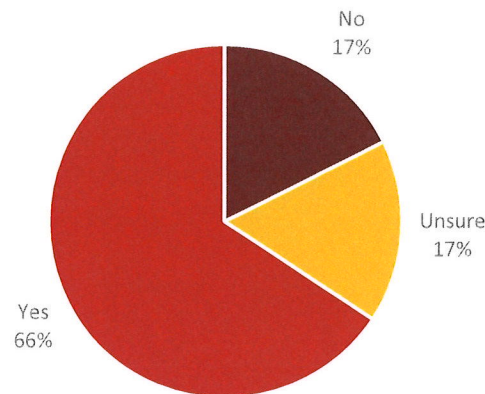


Additional economic benefits of ATV trail users

This study focuses on the economic contribution of ATV trail users in Aitkin County. Aitkin County's trail systems are well-connected with other counties, particularly Itasca County's trail system. The survey results indicated riders were also riding on trails in neighboring counties during their visits, generating economic activity in those counties as well.

Two of every three people who rode ATV trails in Aitkin County reported also riding in neighboring counties (Chart 3). Nearly 20 percent were “unsure”.

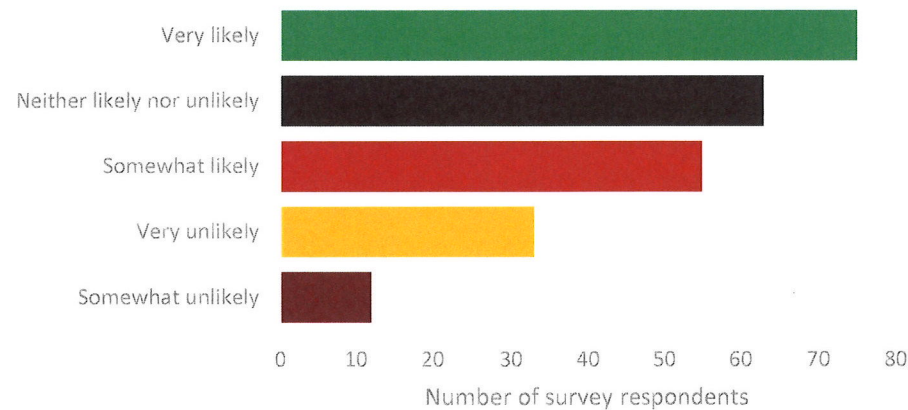
Chart 3: Rode on trails in neighboring counties, Aitkin County ATV survey, visitors only, 2024



The survey results also indicate ATV trails may be creating a more positive perception of Aitkin County, leading to longer-term impacts stemming from people moving to the county.

When asked about the likelihood of moving to Aitkin County based on the most recent ATV trail experience, nearly 25 percent of respondents indicated they were “very likely” to move while another 17 percent indicated they were “somewhat likely” to move (Chart 4).

Chart 4: Likelihood of considering a move to Aitkin County based on ATV trail experience, Aitkin County ATV survey, visitors only, 2024



Economic contribution of ATV trail development

Beyond the economic activity generated by ATV trail users, trail development also creates economic activity.

Direct effect of ATV trail development

The direct effect of ATV trail development in Aitkin County is the amount of money invested in the project(s). Between 2023 and 2025, Aitkin County, local ATV clubs, and the State of Minnesota have invested (or plan to invest) slightly less than \$1 million in trail development projects (Table 8).

Table 8: Direct effect of ATV trail development
Aitkin County, 2023-2025 in 2024 dollars

Year	Investment
2023	\$262,541
2024	\$375,000
2025	\$357,930
Total	\$995,471

These figures are in 2024 dollars to be consistent with the dollar figures elsewhere in this report.

Indirect and induced effects of ATV trail development

As with the ATV trail users, Extension used the IMPLAN model to quantify the indirect and induced effects.

Total economic contribution of ATV trail development

In total, ATV trail development projects in Aitkin County generated \$1.3 million in economic activity between 2023 and 2025 (Table 9). This includes \$400,510 in labor income. The projects supported 9 jobs.

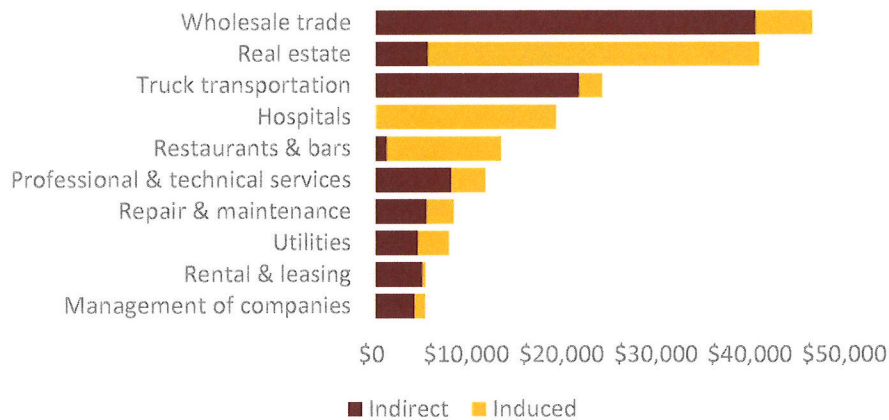
Table 9: Total economic contribution of ATV trail development
Aitkin County, 2023-2025, in 2024 dollars

Category	Output	Employment	Labor Income
Direct	\$995,471	7	\$331,770
Indirect	\$120,310	1	\$33,100
Induced	\$134,360	1	\$35,640
Total	\$1,250,141	9	\$400,510

Beyond the companies directly employed to perform the trail projects, the industries that most benefited from trail development included wholesale trade, real estate, and truck transportation (Chart 5). These are industries that often benefit from construction-related activities. Wholesale trade, for example, is the industry where businesses buy directly from a supplier rather than via a retail store.



Chart 5: Top industries affected, indirect and induced effects, Aitkin County trail development, 2023-2025



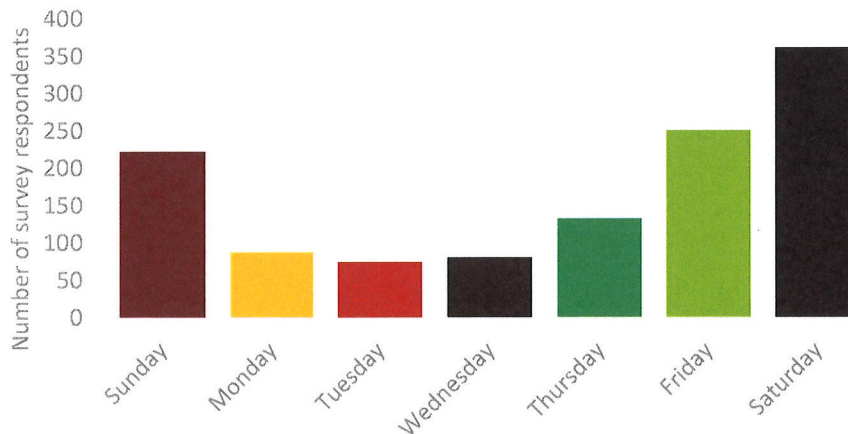
Insights into ATV ridership trends

In addition to providing data for the economic contribution analysis, the survey results provide some insight into ATV ridership trends in the county. The results can be useful for understanding how previous trail planning efforts influenced ATV ridership in the county.

Insights from rider survey

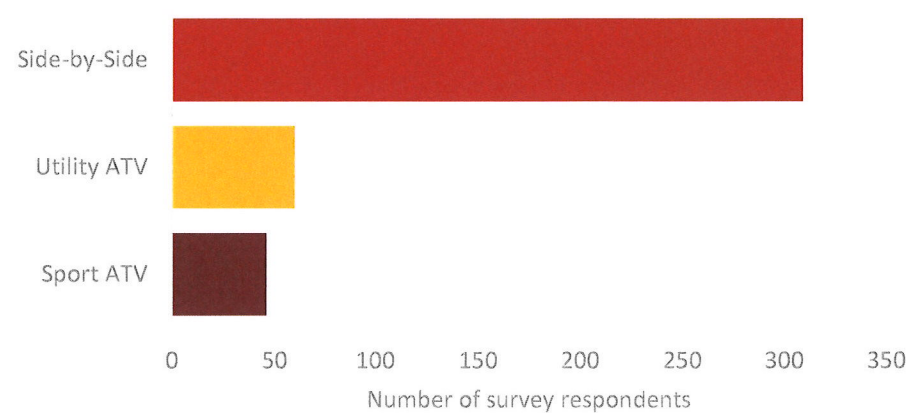
Survey respondents reported riding ATVs in Aitkin County on all seven days of the week (Chart 6). Ridership peaked on Saturday. Visitors in particular indicated they spent 4 days/3 nights in Aitkin County on average during their trip. This is consistent with the data which shows an uptick in ridership starting on Thursday and running through Sunday.

Chart 6: Ridership by day of the week, Aitkin County ATV survey, 2024



Side-by-sides are increasing in popularity among ATV enthusiasts, which is reflected in the survey responses. The most common type of ATV used by Aitkin County riders was the side-by-side (Chart 7). Side-by-sides allow for passengers – the average number of passengers per vehicle for residents was 2.7 and was 2.4 for visitors.

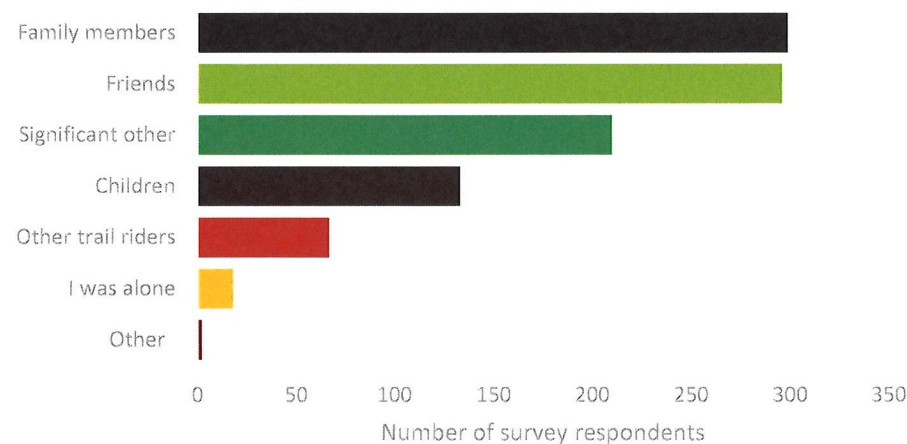
Chart 7: Type of ATV Ridden on most recent trip, Aitkin County ATV survey, 2024



ATV riders reported riding with a mix of people. Most commonly, Aitkin County ATV riding groups we comprised of family and friends (Chart 8). One of Aitkin County’s guiding principles for trail development was to be family friendly and it appears the trails are appealing to families, as slightly more than one in four groups contained a child (27 percent).

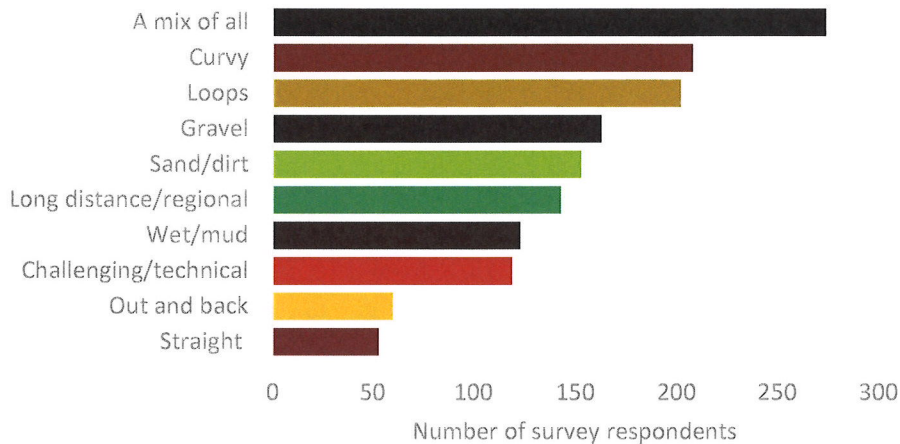
Fourteen percent reported riding with “other trail riders” which includes organized trail rides.

Chart 8: Members of riding party, Aitkin County ATV survey, 2024



Survey respondents were asked to identify which types of trails they prefer to ride. Overall, the most common choice was a “mix of all”, followed by curvy trails and loops (Chart 9). Straight and out and back trails received the least number of responses.

Chart 9: Type of preferred trail, Aitkin County ATV survey, 2024



Another guiding principle of Aitkin County’s ATV trail development was to have a mix of experiences for riders of all skill levels. Nearly all of the ATV trail survey respondents (94 percent) reported riding on an officially designated trail (Chart 10). This indicates the trail designations are drawing riders to the county. Approximately one in every four survey respondents had also ridden in the Axtell Technical riding area (Chart 11).

Chart 10: Rode on an officially designated trail, Aitkin County ATV survey, 2024

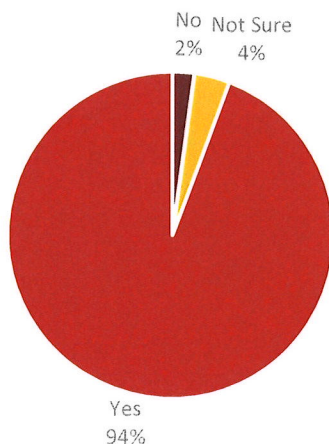
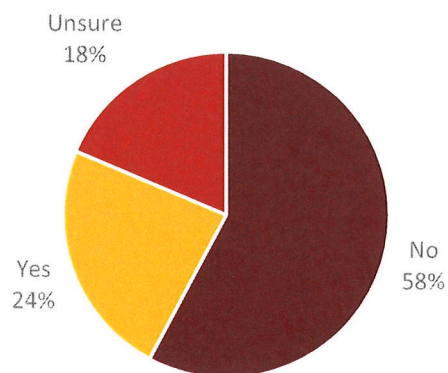


Chart 11: Rode in the Axtell Technical Riding Area, Aitkin County ATV survey, 2024

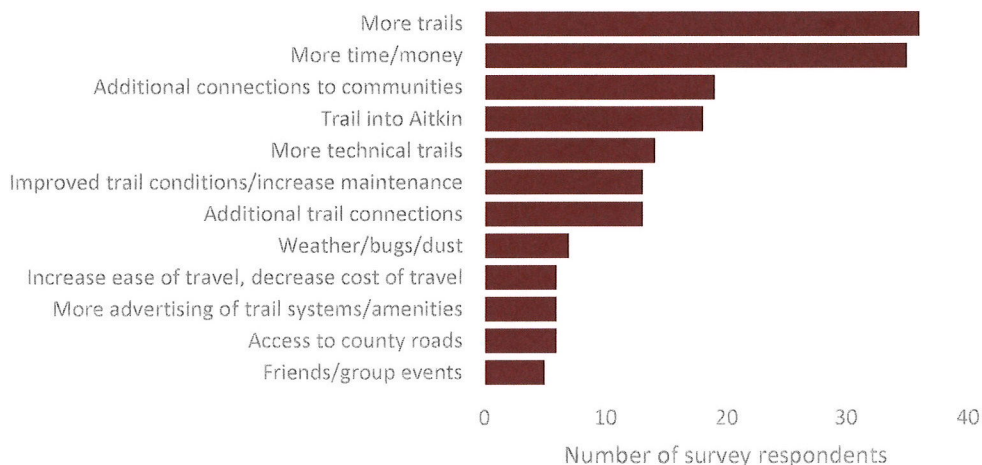


Insights for future trail and community development

The survey results also provide some insights that can help guide future trail development. They may also point out ways to increase the economic contribution of ATV trail users.

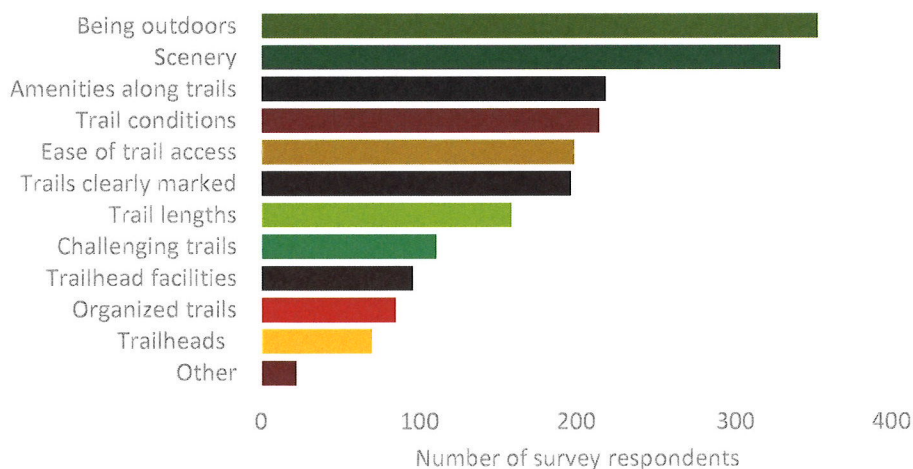
ATV survey respondents were asked to list items that would encourage them to ride more in Aitkin County. Common themes in the responses included building new trails, finding more time and or money, and building additional connections into communities so riders could access restaurants and stores (Chart 12).

Chart 12: Items that would encourage ATV users to ride more in Aitkin County, Aitkin County ATV survey, 2024



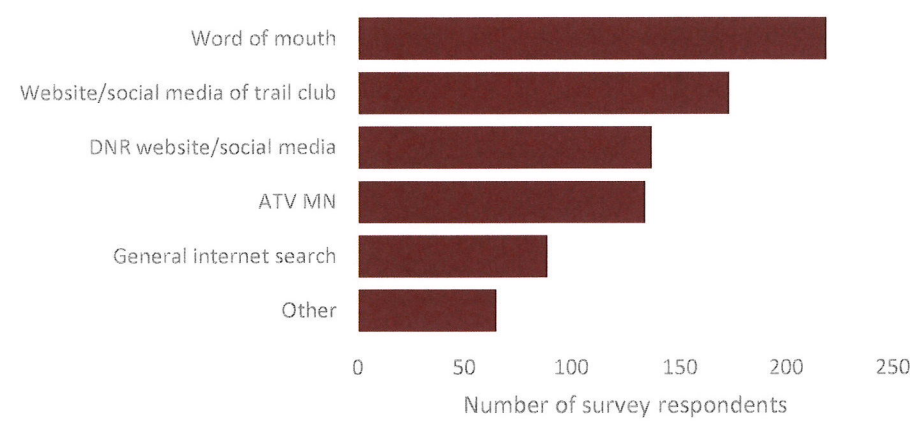
When asked what they most enjoyed about riding ATVs in Aitkin County, survey respondents rated the ability to be outdoors as their top item (Chart 13). This was followed by the scenery, amenities along the trails, and trail conditions.

Chart 13: Most enjoyed aspect of ATV trails in Aitkin County, Aitkin County ATV survey, 2024



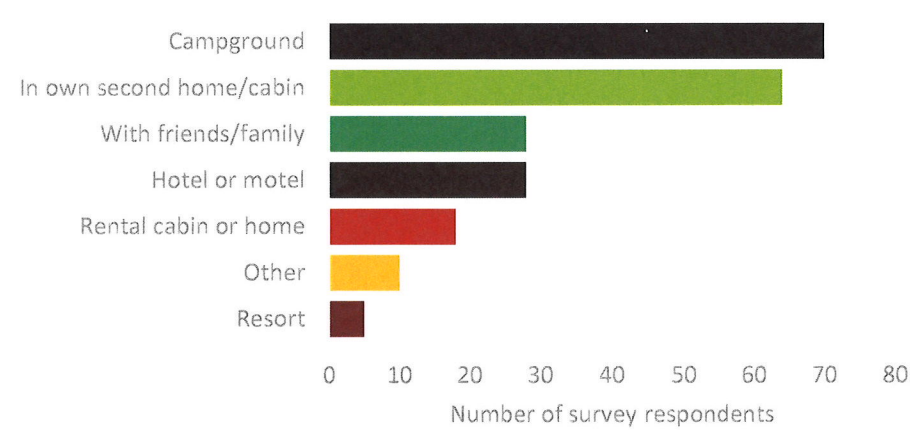
ATV riders learned about Aitkin County trails through a variety of channels, the most common were word of mouth and the website or social media account of local trail clubs (Chart 14).

Chart 14: Methods for learning about trails, Aitkin County ATV survey, 2024



Those who opted to stay overnight in Aitkin County during their ATV ride reported staying in a variety of accommodation arrangements (Chart 15). Campgrounds and a second home/cabin were the most commonly used lodging types. Aitkin County has several ATV-friendly campgrounds that have direct access to the trails.

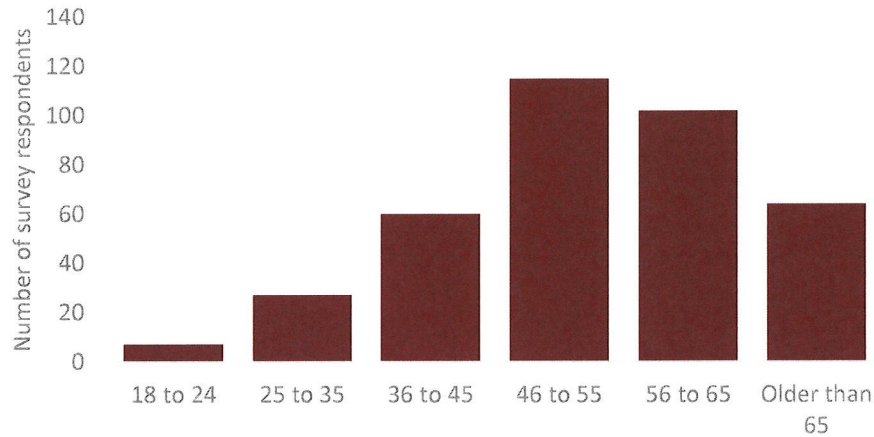
Chart 15: Accommodations used by overnight visitors, Aitkin County ATV survey, 2024



Finally, the survey asked respondents some basic demographic questions.

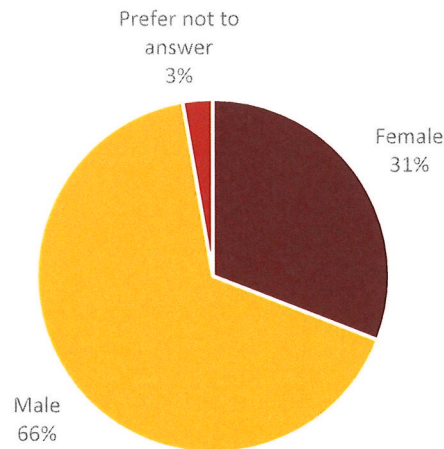
Survey respondents represented a variety of ages (Chart 16). People aged 46 to 55 recorded the highest number of responses.

Chart 16: Survey respondents by age, Aitkin County ATV survey, 2024



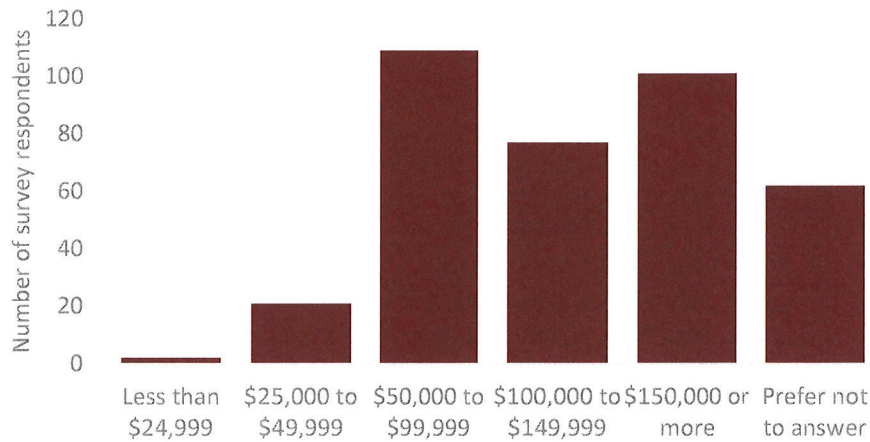
More males (66 percent) responded to the survey than females (Chart 17).

Chart 17: Survey respondents by gender, Aitkin County ATV survey, 2024



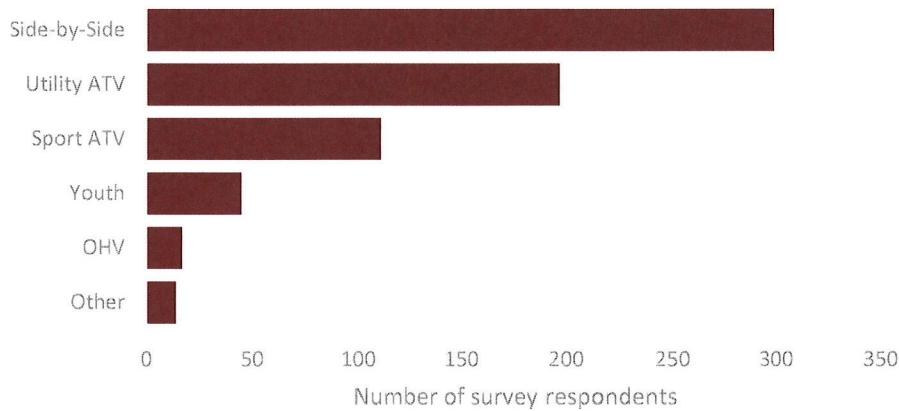
Survey respondents came from across income categories. The highest number of respondents came from households with incomes of \$50,000 to \$99,000 (Chart 18).

**Chart 18: Survey respondents by income category, Aitkin County
ATV survey, 2024**



Finally, households reported owning a variety of types of ATVs. Side-by-sides and utility ATVs were the most commonly owned vehicles (Chart 19).

**Chart 19: Type of ATV vehicles owned by household, Aitkin County
ATV survey, 2024**



Sensitivity analysis

In conducting the analysis, Extension made several assumptions. When assumptions are made in a study, it is good practice to run a few scenarios that alter the assumptions. The scenarios can show how changing the assumptions affects the results. This is called sensitivity analysis because it measures the sensitivity of the results to the underlying assumptions.

One assumption of the analysis is that the majority (90 percent) of riders who were on the trails such as the Lawler Loops also passed the counters on the Soo Line trail. If that assumption were to change, so that 80 percent of riders passed multiple counters, the total number of trail ride visits would increase to 145,180, a 4.9 percent increase.

Correspondingly, the economic contribution of the trail users increases to \$17.6 million, a 4.6 percent increase (Table 10).

Table 10: Scenario 1: Higher ATV counts
Total economic contribution of ATV trail users
Aitkin County, 2024

Category	Output	Employment	Labor Income
Direct	\$13,620,660	140	\$3,946,890
Indirect	\$2,480,090	20	\$631,270
Induced	\$1,495,320	10	\$397,630
Total	\$17,596,070	170	\$4,975,790

A second assumption of the analysis is that residents spent an average of \$61.10 per person per day of riding. A previous study of ATV riders in Northeast Minnesota found a lower spending per person for residents. Therefore, Extension ran a second scenario where resident spending was half the amount or \$30.55.

In response, the total economic contribution drops to \$15.1 million, a 10 percent decrease (Table 11).

Table 11: Scenario 2: Lower spending by resident trail users
Total economic contribution of ATV trail users
Aitkin County, 2024

Category	Output	Employment	Labor Income
Direct	\$11,665,880	120	\$3,378,460
Indirect	\$2,120,870	10	\$541,820
Induced	\$1,280,450	10	\$340,490
Total	\$15,067,200	140	\$4,260,770



Appendix: definitions and terms

Input-Output Terms

Special models, called input-output models, exist to conduct economic impact analysis. There are several input-output models available, and IMPLAN is one such model. Many economists use IMPLAN for economic contribution analysis because it can measure output and employment impacts, is available on a county-by-county basis and is flexible for the user. While IMPLAN has some limitations and qualifications, it is one of the best tools available to economists for input-output modeling. Understanding the IMPLAN tool's capabilities and limitations helps ensure the best results from the model.

One of the most critical aspects of understanding economic impact analysis is the distinction between the "local" and "non-local" economy. The model-building process identifies the local economy. Either the group requesting the study or the analyst defines the local area. Typically, the study area (the local economy) is a county or a group of counties that share economic linkages. In this report, the study area is Aitkin County.

A few definitions are essential to properly interpret the results of an IMPLAN analysis. These terms and their definitions are provided below.

Output

Output is measured in dollars and is equivalent to total sales. The output measure can include significant "double counting." Think of food sold at a restaurant, for example. The value of food (say, beef) is counted when it is sold from the farmer to the food manufacturing company, again when the food item (say, a hamburger patty) is sold to the wholesaler, and yet again when the restaurant sells it as a hamburger to an ATV rider. The value of the beef is built into the price of each of these items, and then the sale of each item is added to determine total sales (or output).

Employment

IMPLAN includes total wage and salaried employees, as well as the self-employed, in employment estimates. Because employment is measured in jobs and not in dollar values, it tends to be a very stable metric (no inflation).

Labor Income

Labor income measures the value added to the product by the labor component. So, in the beef/hamburger example, when the beef is sold to the food manufacturing company, a certain percentage of the price is for the farmer's labor to raise the cow. Then when the hamburger is sold to the restaurant, it includes some markup for its labor costs in the price. When the restaurant sells it to an ATV rider, he/she includes a value for the labor. These individual value increments for labor can be measured, which amounts to labor income. Labor income does *not* include double counting.

Labor income includes both employee compensation and proprietor income. It is measured as wages, salaries, and benefits.

Direct Impact

Direct impact is equivalent to the initial activity in the economy. In this study, it is spending by riders of the ATV trails and by organizations doing trail development.

Indirect Impact

Indirect impact is the summation of changes in the local economy that occur due to spending for inputs (goods and services) by the industry or industries directly impacted. For instance, if employment in a manufacturing plant increases by 100 jobs, this implies a corresponding increase in output by the plant. As the plant increases output, it must also purchase more inputs, such as



electricity, steel, and equipment. As the plant increases purchases of these items, its suppliers must also increase production, and so forth. As these ripples move through the economy, they can be captured and measured. Ripples related to the purchase of goods and services are indirect impacts.

Induced Impact

The induced impact is the summation of changes in the local economy that occur due to spending by labor—that is, spending by employees in the industry or industries directly impacted. For instance, if employment in a manufacturing plant increases by 100 jobs, the new employees will have more money to spend on housing, groceries, and going out to dinner. As they spend their new income, more activity occurs in the local economy. This can be quantified and is called the induced impact.

Total Impact

The total impact is the summation of the direct, indirect, and induced impacts.





Board of County Commissioners Agenda Request

8B
Agenda Item #

Requested Meeting Date: August 26, 2025

Title of Item: County/Administration related Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: 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: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Aitkin County Board of Commissioners Committee Reports Forms

9A

Agenda Item #

Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
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