



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: September 23, 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: 2556 324 4437

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-

September 9, 2025 - September 22, 2025

B) Approve County Board Minutes-

September 9, 2025

C) Approve Electronic Funds Transfers

EFT Report thru 09.15.25

D) Approve Auditor Vouchers-

Auditor Warrants - HHS 09.05.25

E) Approve Commissioner's Vouchers

Commissioner Warrants 09.12.25

F) Approve Auditor Vouchers-

Sales/Use & Diesel Tax 09.12.25

G) Approve Auditor Vouchers-

Auditor Warrants - R&B 09.12.25

H) Approve Auditor Vouchers-

Auditor Warrants - HHS 09.12.25

I) Approve Manual Warrants/Voids/Corrections-

ELAN 08.25.25

J) Adopt Resolution-

LG220 App for Exempt Gambling - Jacobson Fire & Rescue Org

K) Approve Manual Warrants/Voids/Corrections-

ELAN 09.15.25

L) Adopt Resolution-

Final Contract Payment #20247

M) Information Only

Investment Report

9:05 a.m.

- 3) John Welle – County Engineer
A) Approve Equipment Purchase - Excavator
B) Approve 2026 Highway Maintenance/Construction Contract Schedule

9:20 a.m.

- 4) Dennis Thompson – Land Commissioner
A) Adopt Resolution - CPL Grant with MDHA for Tree Planting

9:25 a.m.

- 5) Kathleen Ryan – County Auditor
A) Set Public Hearing Date - New Off Sale Liquor License-OM Malmo LLC dba Malmo Market
B) 2024 Audit Review/Presentation
C) Adopt Resolution - 2026 Preliminary Levy

9:55 a.m.

- 6) Arlene Selander – Executive Director of Petals of Peace
A) Petals of Peace Presentation

10:15 a.m.

- 7) David Minke – County Administrator
A) Administrator Updates

10:20 a.m.

- 8) Board of Commissioners
A) Commissioner Committeess

10:30 a.m.

- 9) Bobbie Danielson – Human Resources Director
A) Closed Session for Labor Negotiations (MN Stat. 13D.03)

ADJOURN



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

September 9, 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
David J. Minke	County Administrator	Present
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda.

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

1.D Introduction of David J. Minke, County Administrator

1.E Citizens Public Comment by:

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

August 26, 2025 - September 8, 2025

B) Approve County Board Minutes-

August 26, 2025

C) Approve Electronic Funds Transfers

Total	\$1,366,870.96
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D) Approve Auditor Vouchers-

Auditor Warrants - HHS 08.22.25

HHS	\$34,445.72					Total	\$34,445.72
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E) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.22.25

General	\$560.51	Taxes	\$304.00	LLCC	\$339.00	Parks	\$210.00
						Total	\$1,413.51

F) Approve Manual Warrants/Voids/Corrections-

Manual Warrants - HHS 08.22.25

HHS	\$466.17					Total	\$466.17
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G) Approve Commissioner's Vouchers

Commissioner Warrants 08.29.25

General	\$128,010.77	Reserves	\$2,155.51	R&B	\$83,280.27	Trust	\$10,371.60
Taxes	\$163.27	LLCC	\$20,172.42	Parks	\$40,065.15	COVID	\$6,769.73
						Total	\$290,988.72

H) Approve Auditor Vouchers-

Auditor Warrants 08.29.25

Townships	\$98,918.00					Total	\$98,918.00
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I) Adopt Resolution-

App for Temporary On Sale Liquor License - Jacobson Community Center 10.2025

J) Adopt Resolution-

App for Temporary On Sale Liquor License - Jacobson Community Center 11.2025

K) Approve Auditor Vouchers-

Auditor Warrants - HHS 08.29.25

HHS	\$49,164.00	Opioid	\$11,040.00			Total	\$60,204.00
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L) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.29.25

General	\$8,408.17	Parks	\$100.00			Total	\$8,508.17
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M) Approve-

Affidavit for Duplicate of Lost Warrant - Riber

N) Approve Manual Warrants/Voids/Corrections-

ELAN 08.14.25

General	\$4,154.10	HHS	\$23.38			Total	\$4,177.48
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O) Approve-

Job Re-evaluation (Chief Deputy Treasurer)

P) Approve Auditor Vouchers-

Auditor Warrants 09.05.25

General	\$37,453.00	R&B	\$425,329.92			Total	\$462,782.92
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Regular Agenda

3A Jim Bright – Facilities Coordinator

Informational Only

HHS Remodel & Garage Sale Updates

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4A Kathleen Ryan – County Auditor

Informational Only

Overpayment of Minerals Management - Information Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4B Kathleen Ryan – County Auditor

Informational Only

Taconite Credit Error - Information Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4C Kathleen Ryan – County Auditor

Direction Requested

2026 Preliminary Budget Presentation - Direction Requested

RESULT: DIRECTION REQUESTED
MOVER:
SECONDER:

4D Kathleen Ryan – County Auditor

Discussion Item

Review 2026 Appropriations - Discussion Item

RESULT: DISCUSSION ITEM
MOVER:
SECONDER:

- 4E Kathleen Ryan – County Auditor
Direction Requested
2026 Commissioner Salaries - Direction Requested
RESULT: DIRECTION REQUESTED
MOVER:
SECONDER:
- 5A Mark Jeffers – Economic Development Coordinator
Discussion Item
ED Grant Award Update - Discussion Item
RESULT: DISCUSSION ITEM
MOVER:
SECONDER:
- 5B Mark Jeffers – Economic Development Coordinator
Motion to:
Approve 2026 Business Development & Recreation Grant Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
- 5C Mark Jeffers – Economic Development Coordinator
Motion to:
Approve 2026 Revitalization Grant Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Travis Leiviska
- 5D Mark Jeffers – Economic Development Coordinator
Motion to:
Approve Housing Development & Redevelopment Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample
- 5E Mark Jeffers – Economic Development Coordinator
Informational Only
County/Administration related Updates
Welcome to David, IAT meeting with David, Reminder of upcoming AMC Fall Conference, Ground breaking of Apartments on Bunker Hill Drive
- 6A Board of Commissioners
Informational Only
Commissioner Committee Reports
Aitkin County HRA, Hill City National Night Out, National Resources Advisory Committee, District Directors meeting, Fargo North Dakota Today Show, Wild Rice Days in McGregor, McGregor Airport, East Central Regional Library Board, Northern Counties Land Use Coordinating Board, upcoming AMC Public Safety meeting, Budget Committee, Personnel Committee, Economic Development, AMC Virtual meeting, Aitkin Airport, Fly-in breakfast
Motion to Adjourn
Motion made at 11:05 a.m.
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, September 23, 2025

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

David J. Minke
County Administrator



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 9/23/2025

Title of Item: EFT Report

☐ REGULAR AGENDA ☒ CONSENT AGENDA ☐ INFORMATION ONLY	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☐ Discussion Item ☐ 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 9/15/2025		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <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> ☐ Yes ☐ No ☐ Yes ☐ No <i>Please Explain:</i>		

Thru September 15, 2025 Board Meeting September 23, 2025

S:Board Report:2025 EFT Board Report Thru Date

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?: N

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
14590	ACKLEY/ISAAC	287.78	3 Transactions
9608	AMAZON CAPITAL SERVICES (HHS only)	240.85	4 Transactions
9177	BAYLISS/KELLI	185.00	1 Transactions
10142	Campbell/Leigh	185.00	1 Transactions
9853	Chamberlin/Richard & Berdine	1,399.16	1 Transactions
10733	Crowther/Kelli	30.00	1 Transactions
9682	DREWES/VICKI	185.00	1 Transactions
12098	DRUAR/TAWNY	185.00	1 Transactions
6111	Ekelund/Gordon	185.00	1 Transactions
91345	Elvecrog/Roberta C	350.00	8 Transactions
9590	FFF Enterprises	7,475.08	1 Transactions
11908	FIXSEN/FRED	185.00	1 Transactions
10655	Geionety/Timothy	1,179.24	1 Transactions
10415	Heins/Darla	185.00	1 Transactions
10539	Henderson/Amy	161.00	1 Transactions
10456	King/Miranda	79.27	2 Transactions
10515	Kliber/Kurt	185.00	1 Transactions
13920	LANE/TONI	114.52	1 Transactions
10641	Lewis/Evan	185.00	1 Transactions
10108	Lewis/Shawn M	185.00	1 Transactions
10182	Loeffelholz/Keith	185.00	1 Transactions
9804	MAYER/PAT	174.00	1 Transactions
9182	MCCMAHON/ANNE K	185.00	1 Transactions
5910	Mille Lacs Band Family Services	8,147.88	9 Transactions
9693	NEW FREEDOM INC	100.00	2 Transactions
13296	NORDQUIST/JOHN	185.00	1 Transactions
10401	Olson/Shelley	185.00	1 Transactions
9014	PAPER STORM	194.40	3 Transactions
12010	RADUENZ/ RODNEY	185.00	1 Transactions
9178	Ross/Amy	380.58	3 Transactions
9127	RUSCHMEIER/JEFF A	185.00	1 Transactions
10538	Schwagel/Mary	185.00	1 Transactions
10275	Seebeck/Robert & Patricia	3,255.31	2 Transactions
14811	Seguin/Cathy	185.00	1 Transactions
13729	SIMS/MEGAN REBECCA	645.48	2 Transactions
10305	Sipe/John	1,499.93	25 Transactions

SLM1

9/4/25

1:20PM

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>				
10115	Smith/Vanessa	1,618.50	1 Transactions	
10698	Stericycle,Inc	150.50	4 Transactions	
11728	Tuil/Jennifer	183.00	1 Transactions	
10601	Ukutegebe/Zachariah	185.00	1 Transactions	
10440	Young/Griffin	498.37	3 Transactions	
10659	Zapf/Joan	185.00	1 Transactions	
Final Total		31,864.85	42 Vendors	99 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	30.10	General Fund
5	31,834.75	Health & Human Services
All Funds	31,864.85	Total

Approved by,

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Save Report Options?: N

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 2

1 General Fund

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	2,372.57	8 Transactions
50	Aitkin Body Shop, Inc	16,214.08	1 Transactions
86222	Aitkin Independent Age	157.50	2 Transactions
170	Aitkin Motor Company	65.77	1 Transactions
9561	Amazon Business	1,438.26	9 Transactions
14005	American Tower Corporation	413.20	1 Transactions
14563	Anoka County Corrections	11,407.00	1 Transactions
9926	AT&T (VCET)	950.00	1 Transactions
10452	AT&T Mobility	806.76	5 Transactions
15240	AT&T Mobility (Central Serv)	444.39	5 Transactions
10265	AT&T Mobility (Community Correct)	362.79	4 Transactions
86467	Auto Value Aitkin	37.99	1 Transactions
10507	Blevins/Kimberlie	10.25	1 Transactions
10520	Charter Communications Holding (Sheriff)	208.58	1 Transactions
12780	CliftonLarsonAllen LLP	22,050.00	1 Transactions
9243	Command Central, LLC	3,840.20	1 Transactions
10855	Culligan Soft Water	145.40	2 Transactions
88880	Datacomm Computers & Networks Inc	848.00	4 Transactions
1333	Dell Marketing L.P.	1,681.33	1 Transactions

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 3

1 General Fund

Vendor No.	Name	Amount	
10231	eGoldfax	225.79	1 Transactions
1775	Galls LLC	613.35	3 Transactions
11634	Gammello & Pearson PLLC	1,005.00	7 Transactions
1754	Garrison Disposal Company, Inc	692.22	1 Transactions
10426	Grainger	83.52	1 Transactions
9184	Hunter/Katie	298.52	1 Transactions
88628	Imperial Dade	3,046.65	3 Transactions
2437	Independent Emerg Services,Llc	20,859.28	1 Transactions
2390	Itasca Co Sheriff	75.00	1 Transactions
10039	Kadiri House, LLC	18,386.41	1 Transactions
9847	KK Advertising Inc.	173.81	1 Transactions
9046	Loffler Companies, Inc.	846.35	21 Transactions
9208	Mapes FNP-C, Mary	6,250.00	1 Transactions
14071	Marco Technologies LLC	9,008.85	7 Transactions
12048	McDowell Agency, Inc./The	161.70	1 Transactions
11946	McGuire Mechanical	15,305.28	1 Transactions
10160	McShane/Christian	1,680.00	1 Transactions
3337	Minnesota County Attorneys Association	305.00	2 Transactions
9692	Minnesota Energy Resources Corporation	852.13	4 Transactions
11997	Minnesota Monitoring, Inc	1,300.25	1 Transactions

1 General Fund

Vendor No.	Name	Amount	
9228	North Memorial Ambulance Service	2,018.00	1 Transactions
1652	Northland Fire Protection, LLC	4,951.10	5 Transactions
10036	OSM	59.13	1 Transactions
3789	Pan-O-Gold Baking Company	78.80	1 Transactions
3810	Paulbeck's County Market	577.80	1 Transactions
13412	Pemberton, Sorlie, Rufer & Kershner PLLP	168.00	1 Transactions
9808	Performance Foodservice	2,795.97	1 Transactions
3724	Performance Office Papers	4,180.00	1 Transactions
5970	Pine County Sheriff's Office	70.00	1 Transactions
3950	Public Utilities	16,007.73	9 Transactions
13624	Quadient Leasing USA, Inc	717.51	1 Transactions
3987	Ramsey County Medical Examiner	1,711.00	1 Transactions
8454	Ramsey County Sheriff	550.00	5 Transactions
11538	RCB Collections Range Credit Bureau Inc	75.00	1 Transactions
12930	River Oaks Dental	962.00	1 Transactions
9151	River Valley Forensic Services PA	850.00	1 Transactions
5774	Riverwood Healthcare Clinic	21,930.39	6 Transactions
10289	Roger's Two Way Radio, Inc.	1,946.92	2 Transactions
10225	Shaffer/Paul T.	6,468.75	2 Transactions
86944	Sheriff Crow Wing County	80.00	1 Transactions

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name	Amount	
10879	Shred-It	423.74	1 Transactions
4681	Streichers	180.50	1 Transactions
86235	The Office Shop Inc	6,024.73	10 Transactions
13934	The Tire Barn	67.87	1 Transactions
5173	Thomson Reuters-West Publishing	2,213.41	2 Transactions
10930	Tidholm Productions	119.95	1 Transactions
3518	Voyageur Press Of McGregor, Inc	125.00	1 Transactions
10693	Wagner/Erika	155.98	1 Transactions

1 Fund Total:	220,132.46	General Fund	67 Vendors	171 Transactions
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WLB1

9/9/25

1:58PM

3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor No.</u>	<u>Name</u>	<u>Amount</u>	
13620	American Door Works	829.62	1 Transactions
86467	Auto Value Aitkin	3,913.13	10 Transactions
10734	BROWN/LARRY & JUDITH	34,410.00	6 Transactions
163	Charter Communications Holdings (R&B)	143.13	1 Transactions
14887	Cintas Corporation	26.10	2 Transactions
10855	Culligan Soft Water	55.00	1 Transactions
8694	Department of Transportation	5,537.22	3 Transactions
1430	Dotzler Power Equipment	30.99	1 Transactions
7935	East Central Energy	151.79	2 Transactions
10468	EJ EQUIPMENT, INC	1,911.04	1 Transactions
8622	Frontier Communications Holdings LLC	584.37	3 Transactions
1754	Garrison Disposal Company, Inc	140.28	1 Transactions
2089	Heartland Tire Inc	730.69	3 Transactions
9046	Loffler Companies, Inc.	92.89	1 Transactions
14071	Marco Technologies LLC	190.00	1 Transactions
12927	Midwest Machinery Co.	48.37	1 Transactions
5917	Mike's Bobcat Service, Inc.	280.00	1 Transactions
9692	Minnesota Energy Resources Corporation	51.15	1 Transactions
8436	Northland Parts	63.44	3 Transactions

Aitkin County



3 Road & Bridge

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

Vendor No.	Name	Amount	
10720	Nuss Truck Group Inc	1,108.65	9 Transactions
14861	Parman Energy Group	3,132.60	1 Transactions
3950	Public Utilities	253.75	4 Transactions
15211	Quality Disposal Systems Inc	83.40	1 Transactions
14812	SCI Broadband/Savage Communications	155.63	1 Transactions
11605	Shred Right	42.53	1 Transactions
9176	SPARKY'S TOOLS, LLC	2,424.95	5 Transactions
8364	Towmaster	150.04	4 Transactions
9642	WEX BANK - Highway Dept	5,312.12	25 Transactions
9946	White Cap, LP	3,968.79	1 Transactions
5128	Widseth Smith & Nolting Inc	600.00	1 Transactions
14998	WSB & Associates, Inc.	14,371.00	2 Transactions
5295	Ziegler Inc	1,049.16	3 Transactions
3 Fund Total:		81,841.83	Road & Bridge 32 Vendors 101 Transactions

WLB1
9/9/25 1:58PM
5 Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	<u>Name</u>	<u>Amount</u>			
<u>No.</u>					
9046	Loffler Companies, Inc.	407.71	4	Transactions	
14071	Marco Technologies LLC	1,178.00	7	Transactions	
5 Fund Total:		1,585.71	Health & Human Services		2 Vendors
					11 Transactions

WLB1
9/9/25 1:58PM

9 State

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name	Amount			
4580	Mn Dept Of Finance	8,111.50	6 Transactions		
3375	Mn Dept Of Health	930.00	1 Transactions		
9 Fund Total:		9,041.50	State	2 Vendors	7 Transactions

WLB1

9/9/25

1:58PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Name	Amount	
9562	Advanced Business Methods, Inc.	273.76	2 Transactions
86222	Aitkin Independent Age	78.60	1 Transactions
7628	Al's Welding & Sandblasting	205.30	2 Transactions
10855	Culligan Soft Water	118.00	1 Transactions
1430	Dotzler Power Equipment	745.72	1 Transactions
1754	Garrison Disposal Company, Inc	110.30	1 Transactions
9046	Loffler Companies, Inc.	41.28	1 Transactions
14071	Marco Technologies LLC	285.00	1 Transactions
3334	MCIT	156.00	1 Transactions
9692	Minnesota Energy Resources Corporation	46.35	1 Transactions
1652	Northland Fire Protection, LLC	552.80	1 Transactions
3950	Public Utilities	295.99	1 Transactions
4332	Scott/Rodney	1,200.00	3 Transactions
15229	Thompson/Dennis J	63.72	1 Transactions
5173	Thomson Reuters-West Publishing	1,960.25	1 Transactions
10180	WEX Bank - Land Dept	3,045.52	1 Transactions

10 Fund Total:

9,178.59

Trust

16 Vendors

20 Transactions

Aitkin County



11 Forest Development

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	<u>Name</u>	<u>Amount</u>			
<u>No.</u>					
11397	Holmwig Excavating, LLC	25,400.00	6 Transactions		
10754	Larson Enterprise Of Isle Inc	11,900.00	1 Transactions		
9046	Loffler Companies, Inc.	20.64	1 Transactions		
3326	Minnesota GIS-LIS Consortium	340.00	1 Transactions		
11 Fund Total:		37,660.64	Forest Development	4 Vendors	9 Transactions

Aitkin County



13 Taxes & Penalties

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name	Amount			
999999000	HICKS/CAROL	116.52	1	Transactions	
999999000	LEVERTY/LYNN	66.00	1	Transactions	
999999000	MINNESOTA REVENUE	156.00	1	Transactions	
999999000	TORRE-CONLEY/MARIA	287.00	1	Transactions	
999999000	WALL/EDWARD	506.00	1	Transactions	
999999000	WEITNAUER/DUANE	12.16	1	Transactions	
13 Fund Total:		1,143.68	Taxes & Penalties	6 Vendors	6 Transactions

WLB1

9/9/25

1:58PM

19 Long Lake Conservation Cen

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



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Vendor Name

No.

Amount

11234	Adam's Pest Control Inc	248.00	1 Transactions
9561	Amazon Business	126.27	3 Transactions
15300	MCGREGOR ACE HARDWARE	231.23	5 Transactions
14812	SCI Broadband/Savage Communications	696.04	1 Transactions
10034	Sorben Honey	192.00	1 Transactions
4968	Upper Lakes Foods, Inc	545.15	1 Transactions
5171	Willey's Marine Inc	165.98	1 Transactions

19 Fund Total:

2,204.67

Long Lake Conservation Center

7 Vendors

13 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Amount			
13725	Beartooth Hardware Inc	208.93	2 Transactions		
2763	Countryside Sanitation, LLC	844.74	1 Transactions		
1430	Dotzler Power Equipment	59.94	1 Transactions		
10618	Erik's Lawn Service	2,128.00	6 Transactions		
3024	Kingsley/Russell Lee	2,625.00	1 Transactions		
9358	McNeil Excavating	4,368.00	1 Transactions		
3950	Public Utilities	386.25	2 Transactions		
15211	Quality Disposal Systems Inc	221.36	1 Transactions		
4070	Riley Auto Supply	53.90	1 Transactions		
9617	Timber Lakes Septic Service, Inc.	400.00	2 Transactions		
5128	Widseth Smith & Nolting Inc	4,350.00	1 Transactions		
21 Fund Total:		15,646.12	Parks	11 Vendors	19 Transactions

WLB1
9/9/25 1:58PM
22 Coronavirus Relief Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	<u>Name</u>	<u>Amount</u>			
10548	Woolpert Inc	10,152.00	1 Transactions		
22 Fund Total:		10,152.00	Coronavirus Relief Fund	1 Vendors	1 Transactions
Final Total:		388,587.20	148 Vendors	358 Transactions	

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
1	220,132.46	General Fund	
3	81,841.83	Road & Bridge	
5	1,585.71	Health & Human Services	
9	9,041.50	State	
10	9,178.59	Trust	
11	37,660.64	Forest Development	
13	1,143.68	Taxes & Penalties	
19	2,204.67	Long Lake Conservation Center	
21	15,646.12	Parks	
22	10,152.00	Coronavirus Relief Fund	
All Funds	388,587.20	Total	Approved by,
			
			

WLB1
9/10/25

11:18AM

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



2F

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
9/10/25 11:18AM

Aitkin County



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

Page 2

1 General Fund

Vendor Name
 No.

Amount

89991 Bremer Bank

112.88

40 Transactions

1 Fund Total:

112.88

General Fund

1 Vendors

40 Transactions

WLB1
9/10/25 11:18AM

3 Road & Bridge

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 3

Vendor No.	Name	Amount			
89991	Bremer Bank	2,129.77	37 Transactions		
3 Fund Total:		2,129.77	Road & Bridge	1 Vendors	37 Transactions

WLB1
9/10/25 11:18AM
10 Trust

Aitkin County

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



Vendor No.	Name	Amount			
89991	Bremer Bank	47.36		5 Transactions	
10 Fund Total:		47.36	Trust	1 Vendors	5 Transactions

WLB1
9/10/25 11:18AM

19 Long Lake Conservation Cen

Aitkin County

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



Vendor	<u>Name</u>	<u>Amount</u>			
89991	Bremer Bank	48.84	6 Transactions		
19 Fund Total:		48.84	Long Lake Conservation Center	1 Vendors	6 Transactions

WLB1
9/10/25 11:18AM
21 Parks

Aitkin County

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



Vendor No.	Name	Amount			
89991	Bremer Bank	504.79		64 Transactions	
21 Fund Total:		504.79	Parks	1 Vendors	64 Transactions
Final Total:		2,843.64	5 Vendors	152 Transactions	

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	112.88	General Fund
3	2,129.77	Road & Bridge
10	47.36	Trust
19	48.84	Long Lake Conservation Center
21	504.79	Parks
All Funds	2,843.64	Total

Approved by,

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WLB1
9/10/25

2:50PM

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



2G

Page 1

Print List in Order By:

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLB1
9/10/25 2:50PM

Aitkin County



Vendor	<u>Name</u>	<u>Amount</u>			
9741	REDSTONE CONSTRUCTION, LLC	436,601.65	1 Transactions		
13604	Sir Lines-A-Lot LLC	274,655.13	1 Transactions		
3 Fund Total:		711,256.78	Road & Bridge	2 Vendors	2 Transactions
Final Total:		711,256.78	2 Vendors	2 Transactions	

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	711,256.78	Road & Bridge
All Funds	711,256.78	Total

Approved by,

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Save Report Options?: N

<u>Vendor</u>	<u>Name</u>	<u>Amount</u>	
<u>No.</u>			
11701	Advocates For Family Peace	400.00	1 Transactions
10712	Andersen/Dylan	883.56	18 Transactions
14436	ANDERSON/CORY	487.41	6 Transactions
10181	Anderson/Marcia	73.36	6 Transactions
10110	AT&T Mobility (HHS)	2,186.08	18 Transactions
14406	BLAKESLEY/JEFF	1,721.60	20 Transactions
9483	Cahoon/Jeana	966.27	1 Transactions
10735	Children Youth & Families Dept	361.00	1 Transactions
10855	Culligan Soft Water	118.80	3 Transactions
11051	Department of Human Services	67,052.23	11 Transactions
9590	FFF Enterprises	4,191.61	2 Transactions
10580	Fossum/Jozee	230.16	2 Transactions
10688	Gleason Printing	120.87	1 Transactions
10710	Heinecke/Pamela K. G.	2,500.00	1 Transactions
2340	Hyytinen Hardware Hank	121.74	1 Transactions
10456	King/Miranda	79.27	2 Transactions
10435	LexisNexis Risk Solutions FL Inc.	180.00	1 Transactions
10738	MFSRC	198.00	3 Transactions
14877	NEMITZ/BILINDA	340.58	3 Transactions
3639	Northland Counseling Ctr Inc	2,029.25	6 Transactions
10740	Paul Bunyan Communications	189.00	1 Transactions
10657	Quadiant (HHS)	202.75	3 Transactions
4010	Rasley Oil Company	383.36	1 Transactions
10394	Resource Training & Solutions	84.70	1 Transactions
14518	ROSS RESOURCES, LTD	3,870.10	3 Transactions
10262	Stokes/Lesa & Eric	617.68	1 Transactions
14390	TANGE, MSW/PHILIP B	877.50	3 Transactions
10530	The Therapist PLC	585.00	3 Transactions
9268	VFW Post 1727, Roberts-Glad Post 1727	75.38	1 Transactions
13084	WELLNESS IN THE WOODS	1,400.00	1 Transactions
9615	WEX BANK - HHS	138.16	2 Transactions
Final Total		92,665.42	31 Vendors 127 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	496.52	General Fund
5	92,168.90	Health & Human Services
All Funds	92,665.42	Total

Approved by,

.....



Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	5,319.63	34 Transactions		
1 Fund Total:		5,319.63	General Fund	1 Vendors	34 Transactions

WLB1
9/12/25 1:07PM

19 Long Lake Conservation Cen

Aitkin County



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

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	755.45	4 Transactions		
19 Fund Total:		755.45	Long Lake Conservation Center	1 Vendors	4 Transactions
Final Total:		6,075.08	2 Vendors	38 Transactions	

WLB1
9/12/25 1:08PM

3 Road & Bridge

Aitkin County



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

Page 2

Vendor No.	Name	Amount			
5462	Bremer Bank (Elan ACH)	992.19	3 Transactions		
3 Fund Total:		992.19	Road & Bridge	1 Vendors	3 Transactions
Final Total:		992.19	1 Vendors	3 Transactions	

WLB1
9/12/25 1:07PM
5 Health & Human Services

Aitkin County



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

Page 2

Vendor	<u>Name</u>	<u>Amount</u>			
5462	Bremer Bank (Elan ACH)	252.51	2 Transactions		
5 Fund Total:		252.51	Health & Human Services	1 Vendors	2 Transactions
Final Total:		252.51	1 Vendors	2 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
1	5,319.63	General Fund	
19	755.45	Long Lake Conservation Center	
All Funds	6,075.08	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	992.19	Road & Bridge
All Funds	992.19	Total

Approved by,
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Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	252.51	Health & Human Services	
	All Funds	252.51	Total	Approved by,
				
				

Total Elan pd 8.28.25 = \$7319.78



Board of County Commissioners Agenda Request

2J

Agenda Item #

Requested Meeting Date: September 23, 2025

Title of Item: LG 220 Application for Exempt Gambling - Jacobson Fire & Rescue Org

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☒ Adopt Resolution (attach draft)
**provide copy of hearing notice that was published*

- ☐ Direction Requested
☐ Discussion Item
☐ Hold Public Hearing*

Submitted by:
Christy M. Bishop

Department:
Auditor's Office

Presenter (Name and Title):

Estimated Time Needed:

Summary of Issue:

Event Date (Raffle): November 14, 2025

Application for Exempt Gambling Permit: LG220 - Jacobson Fire & Rescue Organization -Raffle: Location of event :
Jacobson Fire Hall
68368 198th Ave
Jacobson, MN 55752
Ball Bluff Township

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to adopt attached resolution.

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☒ No

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

Is this budgeted? ☐ Yes ☒ No

Please Explain:

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

ADOPTED September 23, 2025

By Commissioner: xxx

20250923-xxx

LG220 Permit –Jacobson Fire & Rescue Organization

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Jacobson Fire & Rescue Organization at the following location – Jacobson Fire Hall, which has an address of: 68368 198th Ave Jacobson, MN 55752 Ball Bluff Township

(Note: Date of activity for Raffle – November 14, 2025)

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

xxx MEMBERS PRESENT

All Members Voting xxx

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

I, David J. Minke, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of September 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of September 2025

David J. Minke
County Administrator

WLB1
9/15/25

10:52AM

Aitkin County



2K

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	<u>Name</u>	<u>Amount</u>			
780	Bremer Bank	0.05	2 Transactions		
8410	Bremer Bank	1,757.57	7 Transactions		
1 Fund Total:		1,757.62	General Fund	2 Vendors	9 Transactions

WLB1
9/15/25 10:52AM
9 State

Aitkin County



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

Page 3

Vendor No.	Name	Amount			
780	Bremer Bank	113,651.15	2 Transactions		
9 Fund Total:		113,651.15	State	1 Vendors	2 Transactions

WLB1
9/15/25 10:52AM
19 Long Lake Conservation Cen

Aitkin County



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

Page 4

Vendor	<u>Name</u>	<u>Amount</u>			
	<u>No.</u>				
8410	Bremer Bank	160.33	2 Transactions		
19 Fund Total:		160.33	Long Lake Conservation Center	1 Vendors	2 Transactions

WLB1
9/15/25 10:52AM
21 Parks

Aitkin County



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

Page 5

Vendor No.	Name	Amount			
8410	Bremer Bank	160.00		1 Transactions	
21 Fund Total:		160.00	Parks	1 Vendors	1 Transactions
Final Total:		115,729.10	5 Vendors	14 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,757.62	General Fund
9	113,651.15	State
19	160.33	Long Lake Conservation Center
21	160.00	Parks
All Funds	115,729.10	Total

Approved by,
.
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Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: 9-23-25

Title of Item: Final Contract Payment #20247

☐ REGULAR AGENDA ☒ CONSENT AGENDA ☐ INFORMATION ONLY	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: Authorization by the attached resolution is requested to make final payment to RC Habeck Excavating, LLC, Wahkon, MN in the amount of \$6,771.41 for Contract No. 20247, which included culvert replacements on portions of CSAH 6 and 14 in the Big Sandy Lake area. The final contract amount of \$454,772.58 is 5.1% below the bid amount of \$479,285.99 due to lower-than-estimated quantities of granular backfill and hydraulic bonded fiber mix being used.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution.		
Financial Impact: Is there a cost associated with this request? ☒ Yes ☐ No What is the total cost, with tax and shipping? \$ 6,771.41 Is this budgeted? ☒ Yes ☐ No <i>Please Explain:</i> A total of \$480,000 was included in the 2025 Capital Infrastructure Budget.		

Contract Number: 20247
Final Pay Request Number: 5

Project Number	Project Description
SAP 001-030-009	Culvert Replacement on CSAH 6 and CSAH 14, Tree Clearing on CSAH 14

Contractor: RC Habeck Excavating, LLC 3714 Hwy. 27 Wahkon, MN 56386	Vendor Number: 19-8499 Up To Date: 07/29/2025
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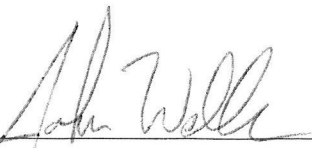
Contract Amount		Funds Encumbered	
Original Contract	\$479,285.99	Original	\$479,285.99
Contract Changes	\$1,250.00	Additional	N/A
Revised Contract	\$480,535.99	Total	\$479,285.99

Work Certified To Date	
Base Bid Items	\$453,522.58
Contract Changes	\$1,250.00
Material On Hand	\$0.00
Total	\$454,772.58

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
SAP 001-030-009	\$2,246.15	\$454,772.58	\$0.00	\$448,001.17	\$6,771.41	\$454,772.58

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$2,246.15	\$454,772.58	\$0.00	\$448,001.17	\$6,771.41	\$454,772.58
Percent: Retained: 0%			Percent Complete: 94.64 %		
Amount Paid this Final Pay Request: \$6,771.41					

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


John Welle – P.E. No. 24340

7-29-25
Date


RC Habeck Excavating, LLC

8/4/25
Date

Aitkin County Highway Engineer

3-301-6262
Account Number

Project No. : SAP 001-030-009
Final Pay Request No. : 5
Contract No.: 20247

Certificate of Final Contract Acceptance
Final Voucher Number: 5

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

Dated 7-29-25 Signature [Signature] County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$454,772.58 and agrees to the amount of \$6,771.41 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: RC Habeck Excavating, LLC

By Dawn R. Habeck

And _____ And _____ State of ,

On This 30 Day August, 2025, Before me appeared Dawn R. Habeck To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as Dawn R. Habeck free to act and deed

(Corporate Acknowledgment)

_____ And _____, to me personally known, who, being each by me duly sworn

each did say that they are respectively the _____ and _____ of the

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

_____ and said _____ and _____

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

Notarial My Commission as Notary Public in Mille Lacs County

Seal Expires indefinite Signature [Signature]



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

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

Dated _____ Signature _____ District Engineer

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

Contract No: 20247
Final Pay Request No. 5

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

Contract Number: 20247
Contractor: RC Habeck Excavating, LLC
Date Certified: 7/29/2025
Payment Number: 5

Whereas; Contract No. 20247 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of Aitkin County Highway Department and authorize final payment as specified herein.

State of _____

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

Dated this _____ day of _____, 20____

At _____,

Signed By _____

Aitkin County Engineer

(SEAL)

Contract Payment Summary				
Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2024-08-04	\$181,156.01	\$9,057.80	\$172,098.21
2	2024-08-25	\$266,943.90	\$13,347.20	\$253,596.70
3	2024-09-15	\$802.72	\$40.13	\$762.59
4	2024-11-01	\$3,623.80	(\$17,919.87)	\$21,543.67
5	2025-07-29	\$2,246.15	(\$4,525.26)	\$6,771.41

Contract Funding Category Summary						
Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 001-030-009		\$454,772.58	\$0.00	\$448,001.17	\$6,771.41	\$454,772.58

Contract Funding Source Summary					
Accounting Number	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
001	Regular (CSAH)	\$6,771.41	\$480,535.99	\$479,285.99	\$454,772.58

Project Payment Summary					
Project	Payment Number	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
SAP 001-030-009	1	2024-08-04	\$181,156.01	\$9,057.80	\$172,098.21
SAP 001-030-009	2	2024-08-25	\$266,943.90	\$13,347.20	\$253,596.70
SAP 001-030-009	3	2024-09-15	\$802.72	\$40.13	\$762.59
SAP 001-030-009	4	2024-11-01	\$3,623.80	(\$17,919.87)	\$21,543.67
SAP 001-030-009	5	2025-07-29	\$2,246.15	(\$4,525.26)	\$6,771.41

Project Funding Category Summary						
Project	Funding Category Name	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
SAP 001-030-009	SAP 001-030-009	\$454,772.58	\$0.00	\$448,001.17	\$6,771.41	\$454,772.58

Project Funding Source Summary					
Project	Funding Source Name	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
SAP 001-030-009	001	\$6,771.41	\$480,535.99	\$479,285.99	\$454,772.58

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-030-009	1	2021.501	MOBILIZATION	LS	\$30,000.00	1	0	\$0.00	1	\$30,000.00
SAP 001-030-009	2	2051.501	MAINT AND RESTORATION OF HAUL ROADS	LS	\$100.00	1	0	\$0.00	1	\$100.00
SAP 001-030-009	3	2101.501	CLEARING AND GRUBBING	LS	\$10,000.00	1	0	\$0.00	1	\$10,000.00
SAP 001-030-009	4	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	\$3.00	704	0	\$0.00	713	\$2,139.00
SAP 001-030-009	5	2104.503	REMOVE PIPE CULVERTS	L F	\$8.00	696	0	\$0.00	756	\$6,048.00

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-030-009	6	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$7.50	40	0	\$0.00	240.88	\$1,806.60
SAP 001-030-009	7	2118.507	AGGREGATE SURFACING (LV), CLASS 5	C Y	\$50.00	94	0	\$0.00	142.3	\$7,115.00
SAP 001-030-009	8	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$7.05	1705	0	\$0.00	1618.71	\$11,411.91
SAP 001-030-009	9	2215.504	FULL DEPTH RECLAMATION	S Y	\$3.50	3292	0	\$0.00	3390.83	\$11,867.91
SAP 001-030-009	10	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$5.00	92	0	\$0.00	136.8	\$684.00
SAP 001-030-009	11	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	TON	\$150.00	902	0	\$0.00	916.09	\$137,413.50
SAP 001-030-009	12	2451.507	STRUCTURE EXCAVATION CLASS U (P)	C Y	\$5.46	2977	0	\$0.00	2977	\$16,254.42
SAP 001-030-009	13	2451.507	GRANULAR BACKFILL (LV)	C Y	\$6.87	2877	145	\$996.15	580.78	\$3,989.96
SAP 001-030-009	14	2451.507	COARSE AGGREGATE BEDDING (CV)	C Y	\$30.00	164	0	\$0.00	179.93	\$5,397.90
SAP 001-030-009	15	2501.502	15" GS PIPE APRON	EACH	\$270.00	4	0	\$0.00	4	\$1,080.00
SAP 001-030-009	16	2501.502	24" RC PIPE APRON	EACH	\$1,380.10	22	0	\$0.00	22	\$30,362.20
SAP 001-030-009	17	2501.502	30" RC PIPE APRON	EACH	\$1,739.50	2	0	\$0.00	2	\$3,479.00
SAP 001-030-009	18	2501.503	24" RC PIPE CULVERT DESIGN 3006	L F	\$180.53	454	0	\$0.00	454	\$81,960.62
SAP 001-030-009	19	2501.503	24" RC PIPE CULVERT DESIGN 3006 CLASS III	L F	\$181.39	146	0	\$0.00	146	\$26,482.94
SAP 001-030-009	20	2501.503	30" RC PIPE CULVERT DESIGN 3006	L F	\$222.32	76	0	\$0.00	76	\$16,896.32
SAP 001-030-009	21	2501.503	15" CS PIPE CULVERT	L F	\$39.75	112	0	\$0.00	112	\$4,452.00
SAP 001-030-009	22	2511.507	RANDOM RIPRAP CLASS III	C Y	\$110.00	123	0	\$0.00	124.9	\$13,739.00
SAP 001-030-009	23	2563.601	TRAFFIC CONTROL	LS	\$3,900.00	1	0	\$0.00	1	\$3,900.00
SAP 001-030-009	24	2573.503	SILT FENCE, TYPE HI	L F	\$4.00	1734	0	\$0.00	2039	\$8,156.00
SAP 001-030-009	25	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	\$4.00	324	0	\$0.00	280	\$1,120.00
SAP 001-030-009	26	2574.508	FERTILIZER TYPE 3	LB	\$0.95	1190	0	\$0.00	450	\$427.50

Contract Item Status										
Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 001-030-009	27	2575.505	SEEDING (P)	ACRE	\$950.00	3.4	0	\$0.00	3.4	\$3,230.00
SAP 001-030-009	28	2575.508	SEED MIXTURE 25-141	LB	\$4.55	201	0	\$0.00	100	\$455.00
SAP 001-030-009	29	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	\$2.25	11900	0	\$0.00	4500	\$10,125.00
SAP 001-030-009	30	2575.523	RAPID STABILIZATION METHOD 3	MGAL	\$40.00	20	0	\$0.00	0	\$0.00
SAP 001-030-009	31	2582.503	6" SOLID LINE PAINT	L F	\$0.80	3669	0	\$0.00	4176	\$3,340.80
SAP 001-030-009	32	2582.503	6" BROKEN LINE PAINT	L F	\$0.80	130	0	\$0.00	110	\$88.00
Base Bid Totals:								\$996.15		\$453,522.58

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
SAP 001-030-009		\$996.15	\$453,522.58

Contract Change Item Status											
Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
SAP 001-030-009	CO1	33	2573.503 FLOTATION SILT CURTAIN TYPE STILL WATER (L F)	\$25.00	50	\$1,250.00	ITM	50	\$1,250.00	50	\$1,250.00
Contract Change Totals:									\$1,250.00		\$1,250.00

Contract Change Totals			
Number	Description	Effective Date	Amount
1		07/18/2025	\$1,250.00

Material On Hand Additions					
Line	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line	Item	Description	Date	Added	Used	Remaining

Contract Total	\$454,772.58
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CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED September 23, 2025

By Commissioner: xxx

20250923-xxx

Final Contract Payment #20247

WHEREAS, Contract No. 20247 has been completed, and the County Board being fully advised in the premises.

NOW THEREFORE BE IT RESOLVED, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to RC Habeck Excavating, LLC in the amount of \$6,771.41

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, David J. Minke, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of September 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of September 2025

David J. Minke
County Administrator



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: 9/23/2025

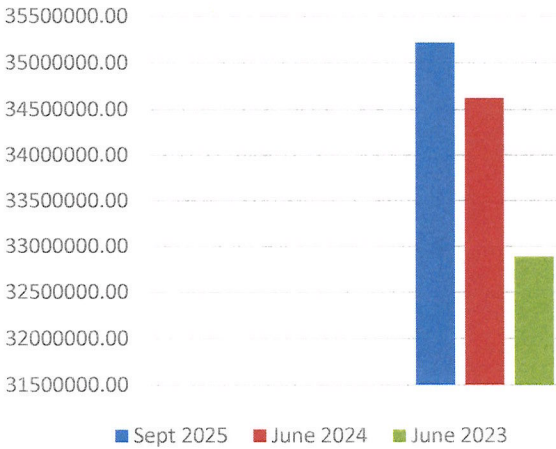
Title of Item: Investment Report

☐ REGULAR AGENDA ☐ CONSENT AGENDA ☒ INFORMATION ONLY	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Investment Report 2025 As you can see from the report we have numerous Investments which will be maturing throughout 2026. At this point, I am anticipating rates will be somewhat better, as these investments mature and if liquidity needs allow the funds to be reinvested.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>		

	Bk#	Bank	Investment Type		Purchased	Maturity Date	Interest Rate	Balance	
	104	Magic	MonMkt		-	-	4.29	\$12,877,363.03	
	110	Bremer	Checking		-	-	0.00	\$2,108,583.07	
	112	Bremer Payroll	Checking		-	-	0.00	\$1,000,000.00	
	147	Magic Judicial Ditch 2	MonMkt		-	-	4.29	\$12.21	
	148	Magic Ditch 30	MonMkt		-	-	4.29	\$31,386.95	
	177	Magic 18.937 Env Trust	MonMkt		-	-	4.29	\$18,399.11	
	189	Bremer	MonMkt		-	-	3.97	\$5,554,999.09	
	323	WFA Money Market	MonMkt		-	-	3.87	\$0.00	
	190	Bremer MM	MonMkt		-	-	3.97	\$306,277.56	
	178	Magic PZ Ag BMP	MonMkt				4.29	\$28,766.06	
	191	MBS MM	MonMkt		-	-	0.00	\$0.00	
	493	WFA	FHLB		11/25/2020	11/25/2025	0.79	\$1,000,000.00	
	495	WFA	FHLB		3/3/2021	3/3/2026	0.80	\$1,200,000.00	
	496	WFA	FHLB		3/16/2021	3/16/2026	1.06	\$2,000,000.00	
	497	WFA	FHLB		4/28/2021	4/28/2026	2.10	\$1,000,000.00	
	498	WFA	FHLB		5/12/2021	5/12/2026	1.58	\$1,000,000.00	
	499	WFA	FHLB		5/27/2021	5/27/2026	1.84	\$1,000,000.00	
	500	WFA	FHLB		6/30/2021	6/30/2026	0.80	\$2,000,000.00	
	501	WFA	FHLB		7/13/2021	7/13/2026	1.18	\$1,000,000.00	
	502	WFA	FHLB		10/13/2021	10/13/2026	1.19	\$1,000,000.00	
	503	WFA	FHLB		11/24/2021	11/24/2026	1.31	\$1,000,000.00	
	504	MBS 18.937 Env Trust	CD		5/9/2023	5/8/2026	4.60	\$225,000.00	
	505	MBS 18.937 Env Trust	CD		5/16/2023	5/15/2026	4.60	\$225,000.00	
	506	Magic LLCC Nelson Donation	MonMkt		-	-	4.29	\$401,958.71	
	510	MBS	CD		3/21/2025	3/21/2027	4.05	\$243,000.00	

Total Cash & Investments	Sept 2025	\$35,220,745.79
Total Cash & Investments	June 2024	\$34,623,389.93
Total Cash & Investments	June 2023	\$32,887,600.39

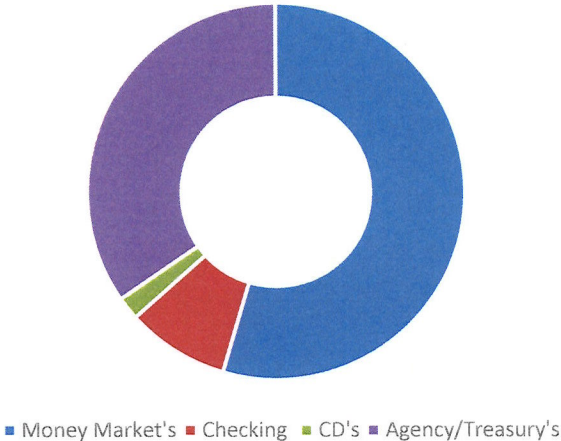
Total Cash & Investments



2025 YTD INTERST THRU SEPT 15 2025	\$742,425.63
2024 YTD INTERST THRU SEPT 15 2025	\$829,354.82
2025 YTD INTEREST THRU JUNE 2025	\$469,412.41
2024 INTEREST THRU JUNE 2024	\$493,675.99
2024 TOTAL INTEREST	\$1,157,627.34
2023 INTEREST THRU JUNE 2023	\$324,033.10
2023 TOTAL INTEREST	\$873,737.07

Investment Portfolio June 2024	
Money Market's	\$19,219,162.72
Checking	\$3,108,583.07
CD's	\$693,000.00
Agency/Treasury's	\$12,200,000.00
	\$35,220,745.79

Portfolio Diversification





Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 9-23-25

Title of Item: Equipment Purchase - Excavator

☒ REGULAR AGENDA ☐ CONSENT AGENDA ☐ INFORMATION ONLY	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing*	
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, County Engineer		Estimated Time Needed: 10 minutes
Summary of Issue: Unit #372, a Volvo EC140 Excavator that was purchased new in 2020 has been experiencing severe performance problems related to the hydraulic systems on the machine. The performance problems started in early 2024 and continue intermittently to this day. At times the machine has a severe lack of hydraulic power, lack of responsiveness, and sudden, unpredictable hydraulic movements not initiated by the operator. Although we have been working closely with the dealership this machine was purchased from, the problems still persist without a clear path forward to fix the problems. In excess of \$20,000 has been spent to date on repairs that have not resolved the problems. Research indicates these machines have been known to have the problems being experienced. The cost to fix the root of the problem is likely too high to be a viable option. The machine, in it's current condition, is not safe or productive to remain in the fleet for the work that it needs to do. Since it is the lone excavator of this type in the fleet, it needs to be reliable and usable at all times to remove blockages in ditches and culverts. We therefore would like to trade the machine in on one that we know will be safe and productive. The search for a replacement machine has therefore been limited to the Caterpillar 313 and the John Deere 130P machines. See the attached summary of prices for these two machines. In submitting a trade in value for the Volvo machine, both vendors were made clearly aware of the performance issues with it.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Recommend motion to purchase 2024 Caterpillar 313 from Ziegler for a cost of \$156,400 after the \$66,000 trade in value.		
Financial Impact: <i>Is there a cost associated with this request?</i> ☒ Yes ☐ No <i>What is the total cost, with tax and shipping?</i> \$ 156,400 <i>Is this budgeted?</i> ☐ Yes ☒ No <i>Please Explain:</i> Since the decision to replace this machine was only recently made, it was not previously budgeted in the 2025 budget. It is, however, budgeted in the 2026 budget and will be paid from increased state aid construction reimbursement for staff engineering on recently completed projects. It therefore will not affect the fund balance or the local levy.		

Summary of Bids for Excavator

Option	Vendor	Model	Base Price with Options	Trade-in Allowance	Total Purchase Cost
1	McCoy Construction Forestry - Grand Rapids, MN	John Deere 130P	\$ 248,557	\$ 85,000	\$ 163,557
2	Ziegler Inc. - Baxter, MN	Cat 313	\$ 222,400	\$ 66,000	\$ 156,400



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: 9-23-25

Title of Item: 2026 Highway Maintenance/Construction Contract Schedule

☒ REGULAR AGENDA ☐ CONSENT AGENDA ☐ INFORMATION ONLY	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> ☐ Direction Requested ☐ Discussion Item ☐ Hold Public Hearing*	
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: The attached 2025 Highway Maintenance/Construction Contract Schedule will be reviewed to give an outline of contracts anticipated to be executed during the 2026 construction season.		
Alternatives, Options, Effects on Others/Comments: NA		
Recommended Action/Motion: Approve 2026 Highway Maintenance/Construction Contract Schedule by motion.		
Financial Impact: <i>Is there a cost associated with this request?</i> ☒ Yes ☐ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i>		

2026 Highway Maintenance/Construction Contract Schedule

Line	Contract Number	Road Number	Project Number	Project Description	Project Location	Project Length (miles)	Tentative Bid Opening Date	Cost Estimate	Actual Bid	Comments
Maintenance:										
1	2026_		CP 001-090-04_	Crack Sealing	various locations		12/8/2025	\$ 90,000.00		
2	NA			Application of pavement markings	various locations		3/9/2026	\$ 108,000		
3	2026_		NA	Application of calcium chloride	various locations		3/9/2026	\$ 860,000		
Total:								\$ 1,058,000	\$ -	
Construction:										
1	2026_	CH 2	SAP 001-602-015	Bridge Replacements	over Snake River and unnamed Stream	0.2	10/27/2025	\$ 1,681,413		
2	2026_	Malmö Twp Roads	SAP 001-600-019	Grading and Aggregate Base	TH 47 to Sugar Lake Public Access	2.3	12/1/2025	\$ 875,000		
3	2026_	CH 62/71	CP 001-062-0005 CP 001-071-001	Grading and Aggregate Base	435th Street to TH 65	2.4	1/12/2026	\$ 2,100,000		
4	2026_	CH 5	SAP 001-605-014	Grading and Aggregate Base	CH 53 to TH 210	4.7	2/2/2026	\$ 6,500,000		
5	2026_	298th Street	SAP 001-599-048	Bridge Replacement (Glen Township)	1.5 miles east of TH 47	0.1		\$ 180,000		
		350th Lane	Dam Lake Outlet	Bridge Replacement (Private Road - SWCD)	0.7 mile east of CH 53	0.1	2/16/2026	\$ 90,000		
Total:								\$ 11,426,413	\$ -	



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: September 23, 2025

Title of Item: CPL Grant With MDHA for Tree Planting

☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i> ☐ Direction Requested ☐ Discussion Item ☐ Information Only	
Submitted by: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner		Estimated Time Needed: 5 Minutes
Summary of Issue: The Aitkin County Land Department would like to partner with the Minnesota Deer Hunters Association (MDHA) on a Conservation Partners Legacy (CPL) grant to plant white oak. The project entails planting 3 sites totaling approximately 100 acres to white oak. The grant will be for \$50,000 and will cover the cost of the trees, planting, and future release work. A 10% match is required. The planting sites are shelterwood harvest systems where the first harvest has already been done. Aitkin County is on the very northern edge of the growing range for white oak. The concept is to build more climate-change resilience into hardwood stands.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution to partner with the Minnesota Deer Hunters Association on a CPL grant.		
Financial Impact: <i>Is there a cost associated with this request?</i> ☒ Yes ☐ No <i>What is the total cost, with tax and shipping?</i> \$ 55,000.00 <i>Is this budgeted?</i> ☒ Yes ☐ No <i>Please Explain:</i> The grant is for \$50,000 and the Land Department match will be \$5,000 in cash and in-kind resources. This is in the Land Department's 2026 budget.		

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

ADOPTED September 23, 2025

By Commissioner: xxx

20250923-xxx

Conservation Partners Legacy Grant Application with MDHA

WHEREAS, the Aitkin County Board of Commissioners supports the grant application made in partnership with the Minnesota Deer Hunters Association to the Minnesota Department of Natural Resources for the Conservation Partners Legacy Grant Program. The application is for planting approximately 100 acres to white oak.

WHEREAS, Aitkin County has the financial capability to meet the 10% match of non-state funds or in-kind resources.

NOW THEREFORE BE IT RESOLVED, if awarded the grant, Aitkin County agrees to partner with the Minnesota Deer Hunters Association and accept the grant award. Aitkin County will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, that the Aitkin County Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County.

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, David J. Minke, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of September 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of September 2025

David J. Minke
County Administrator



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: September 23, 2025

Title of Item: Set Public Hearing Date - New Off Sale Liquor License-OM Malmo LLC dba Malmo Market

☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☒ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i> ☐ Direction Requested ☐ Discussion Item ☐ Information Only	
Submitted by: Auditor's Office		Department: Auditor
Presenter (Name and Title): Kathleen Ryan, County Auditor		Estimated Time Needed: 5 min.
Summary of Issue: Set Public Hearing Date - New Off Sale Liquor License - OM Malmo, DBA Malmo Market located at 32060 220th Street Aitkin, MN in Malmo Township		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Set Public Hearing Date		
Financial Impact: <i>Is there a cost associated with this request?</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☐ Yes ☒ No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: September 9, 2025

Title of Item: 2024 Audit Review/Presentation

☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☒ Discussion Item ☐ Information Only
Submitted by: Kathleen Ryan		Department: Auditor
Presenter (Name and Title):		Estimated Time Needed: 20 min.
Summary of Issue: CLA will present the 2024 Audit 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> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: September 23, 2025

Title of Item: Adopt Resolution - 2026 Preliminary Levy

☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☐ Approve/Deny Motion ☒ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☐ Discussion Item ☐ Information Only
Submitted by: Kathleen Ryan		Department: Auditor
Presenter (Name and Title): Kathleen Ryan, County Auditor		Estimated Time Needed: 10 min.
Summary of Issue: The Board has received several budget presentations over the past two months outlining the details of each budget. The Budget Committee is recommending a 5.24% levy increase in the amount of \$18,981,045. The Board will have the opportunity to discuss this amount and pass the 2026 preliminary levy resolution. State statute requires the Board to pass a preliminary levy no later than September 30th each year. The final levy may be reduced by December but cannot be raised higher than the preliminary levy amount.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the 2026 preliminary levy resolution in the amount of \$18,981,045.		
Financial Impact: <i>Is there a cost associated with this request?</i> ☐ Yes ☐ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☐ Yes ☐ No <i>Please Explain:</i>		

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

ADOPTED September 23, 2025

By Commissioner: xxx

20250923-xxx

2026 Preliminary Levy

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2026 be set at **\$18,981,045.**

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, David Minke, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of September 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of September 2025

David Minke
County Administrator



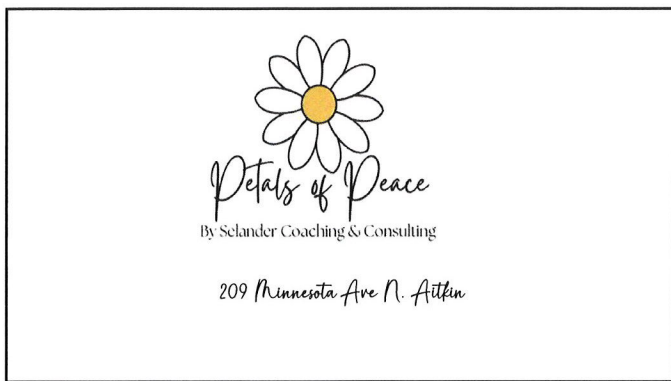
Board of County Commissioners Agenda Request

6A
Agenda Item #

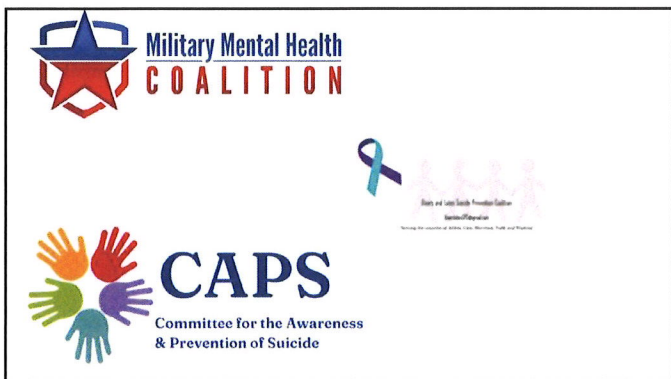
Requested Meeting Date: September 23, 2025

Title of Item: Petals of Peace Presentation

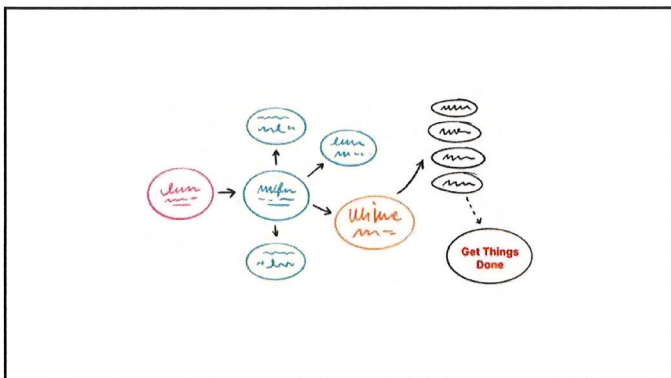
☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	☐ Direction Requested ☐ Discussion Item ☒ Information Only
Submitted by: Paula Arimborgo		Department: H&HS Administration
Presenter (Name and Title): Arlene Selander, Executive Director of Petals of Peace		Estimated Time Needed: 20 min
Summary of Issue: A presentation giving an overview of Petals of Peace by Selander Coaching and Consulting		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 		
Financial Impact: <i>Is there a cost associated with this request?</i> ☐ Yes ☒ No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> ☐ Yes ☒ No <i>Please Explain:</i>		



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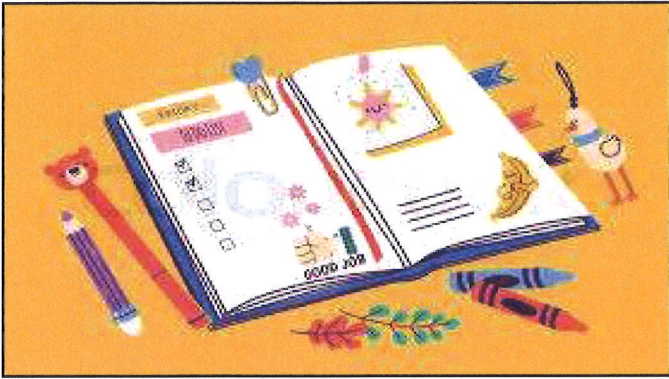
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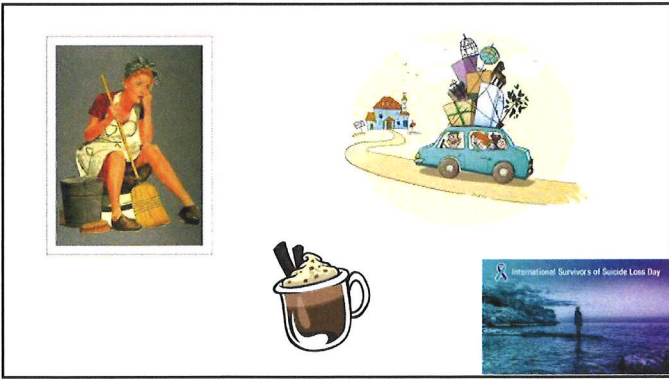
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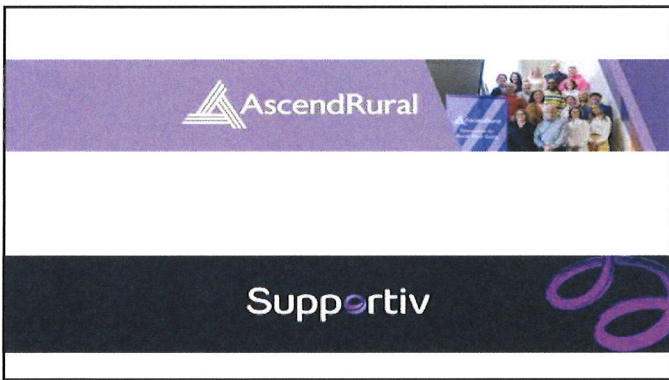
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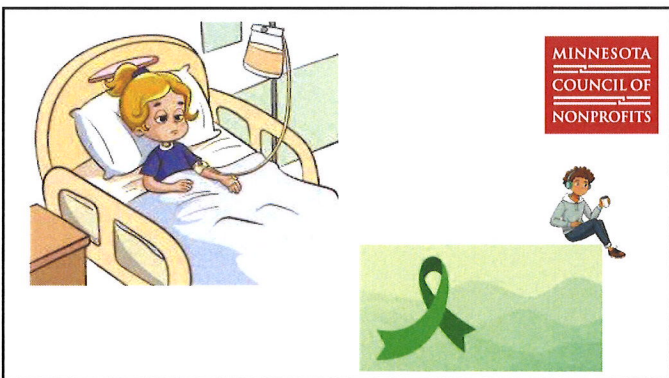
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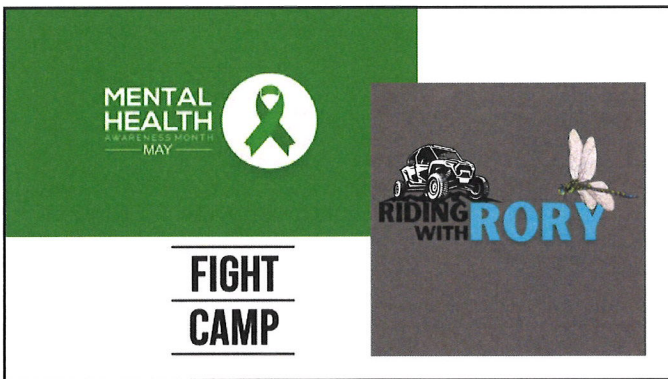
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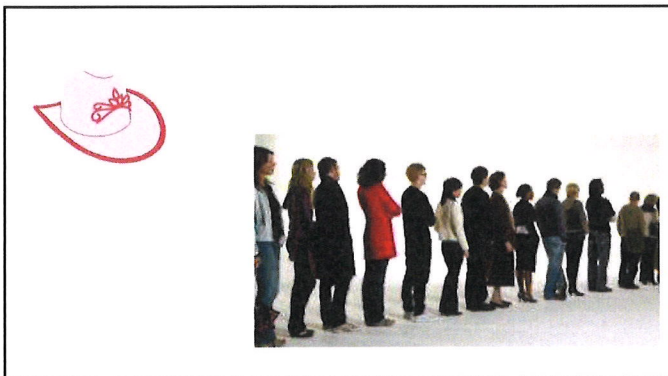
12



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15



Mark your calendars! The Root Beer Float Fundraiser will take place on Friday July 19 and Saturday July 19, 2025 from 11am to 4pm at Petals of Peace.

201 Minnesota Ave N, Aitkin

All proceeds from the event will support the Riding with Rory Scholarship fund, dedicated to empowering local high school graduates who aspire to build careers in trade industries. Their participation not only promotes a delightful treat but also contributes to a brighter path for young talents in our community.



16



FUNDRAISER
5pm-10pm

Prizes

Saturday August 2 2025
312 Minnesota Ave N, Aitkin

All proceeds benefit
Petals of Peace Resource Center



REGISTER AT www.co.aitkin.mn.us/CAPS

WALK OR RUN THROUGH
THE COUGH RUN FOR LIFE
SPEAKERS AT THE TERRACE
RESOURCE FAIR DOWNTOWN AITKIN.



8th Annual
ATV Ride to
Raise
Awareness
for Suicide

Saturday August 9, 2024
11am - 4pm
\$20 Ride \$40 Ride
\$20 Ride \$40 Ride

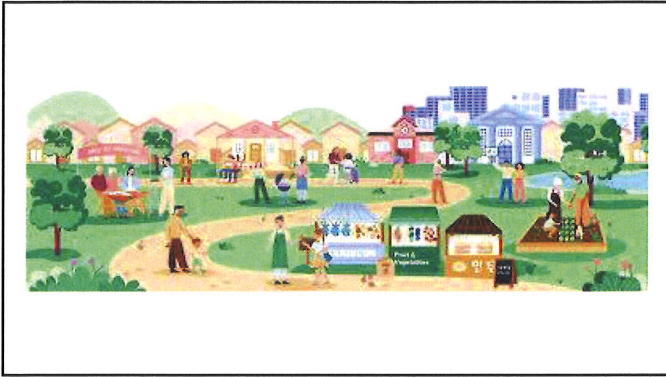
17



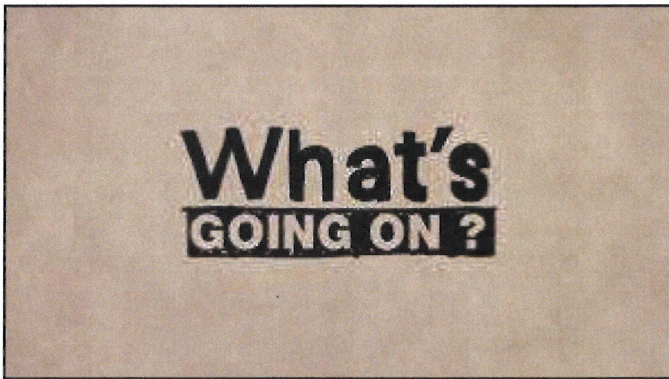
SEPTEMBER IS
SUICIDE PREVENTION
AWARENESS
MONTH



18



19



20



21



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: September 23, 2025

Title of Item: Administrator Updates

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



Aitkin County Board of Commissioners Committee Reports Forms

8A

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 Alt.
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Sample
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
JET (NE MN Office Job Training)	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board (ECB)	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Westerlund Alt. Sample
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Kearney and Wedel
Planning Commission	Monthly	3rd Monday	Kearney Alt. Westerlund
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River 1W1P Policy			Leiviska Alt. Sample
Sobriety Court	Bi-Monthly	3rd Thursday	Wedel
Solid Waste Advisory	As needed		Wedel and Sample
Toward Zero Deaths	Monthly	2nd Wednesday	Wedel
Tri-County Community Health Services	Bi-Monthly	2nd Thursday	Westerlund



Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: September 23, 2025

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

☒ REGULAR AGENDA ☐ CONSENT AGENDA	Action Requested: ☐ Approve/Deny Motion ☐ Adopt Resolution (attach draft) ☐ Hold Public Hearing <i>*provide copy of hearing notice that was published</i> ☐ Direction Requested ☒ Discussion Item ☐ Information Only
Submitted by: Bobbie Danielson	Department: Human Resources
Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 1 hour
Summary of Issue: A public body may close a meeting to discuss strategy for labor negotiations. Before closing, specify the grounds permitting the closed meeting (i.e., labor negotiations strategy). Identify participants. A reminder - the closed session must be tape-recorded. Negotiations this Fall will include the Teamsters Non-licensed Essential Unit Uail/dispatch) and LELS Licensed Essential Unit (licensed peace officers). All other units are settled for 2026.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Motion to close the meeting to discuss labor negotiations strategy pursuant to MN Statuet 13D.03. Discussion. Motion to reopen the meeting.	
Financial Impact: <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> ☐ Yes ☐ No ☐ Yes ☐ No <i>Please Explain:</i>	