

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS August 9, 2016 – BOARD AGENDA

- 9:00 1) J. Mark Wedel, County Board Chair**
A) Call to Order
B) Pledge of Allegiance
C) Board of Commissioners Meeting Procedure
D) Approval of Agenda
E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. 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.
- 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 July 26, 2016 to August 9, 2016
B) Approve July 26, 2016 County Board Minutes
C) Approve Commissioner Warrants
D) Accept \$100 Donation to STS from Aitkin Public Utilities Commission
E) Approve MnCCC Joint Powers Agreement & Authorize Signature
F) Approve Letter of Support – Rural Rides Initiative
G) Adopt Resolution: Repurchase Application - Duffy
H) Adopt Resolution: Easement Request – Heuer
I) Adopt Resolution: Easement Request – Konsor
J) Approve Veterans Service Officer Salary Adjustment
- 9:05 3) Elizabeth DeRuyck, Community Corrections Director**
A) Appoint (3) Minnesota Association of Community Corrections Act Counties (MACCAC) Delegates
- 9:10 4) John Welle, County Engineer**
A) Approve 2015 Aitkin County Highway Department Annual Report
- 9:30 5) Nathan Burkett, County Administrator**
A) Discussion – Temporary Slow-No Wake Lake Restrictions
B) Discussion – Facilities Update
C) Closed Session under MN Statute 13D.05 Attorney Client Privilege
- 11:00 6) Committee Updates**
- 12:00 Adjourn**

AITKIN COUNTY BOARD

July 26, 2016

The Aitkin County Board of Commissioners met this 26th day of July, 2016 at 9:02 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Brian Napstad. Commissioner Anne Marcotte was absent. County Administrator Nathan Burkett and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried (4-0 Marcotte absent), all members voting to approve the July 26, 2016 amended agenda. Item #D.1 - A storm update with request to amend existing disaster declaration, was added to the regular agenda.

Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting to adopt resolution – State of Emergency Declaration:

WHEREAS, the County of Aitkin, Minnesota has sustained severe losses of a major proportion, brought on by precipitation and flash flooding on the dates of July 11 and 12, 2016, and wind and storm events on July 20 and 21, 2016;

WHEREAS, Aitkin County is a public entity within the State of Minnesota, and;

WHEREAS, the following conditions exist in Aitkin County as a result of the disaster: significant damage to public infrastructure including roads, bridges, culverts and ATV trails, as well as private property damage.

NOW, THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners, acting on behalf of and for the people of Aitkin County, declare that a state of emergency exists within Aitkin County, with all the powers and responsibilities attending thereto as provided by Chapter 12 of Minnesota Statutes, this resolution supersedes and amends the resolution declaring a disaster in Aitkin County passed on July 12, 2016.

AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING MINUTES July 26, 2016

I. Attendance

The Aitkin County Board of Commissioners met this 26th day of July, 2016, at 9:36 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog and Holly Bray, H&HS Advisory Committee Members; and Luke Christensen, Aitkin Transportation Advocate for AEOA; Marcia Mehle, Program Director of AEOA; Bill Feyer and David Kohanek, Clear Lake Assn.; Gordon Prickett, Nordland Twp.; Bill Haroldson, Farm Island L.I.A.; Bill Pratt, Citizen; Rowand & Ruth Fudala,

CALL TO ORDER

**APPROVED
AGENDA**

**RESOLUTION
20160726-050
STATE OF
EMERGENCY
DECLARATION**

**HEALTH &
HUMAN
SERVICES
BOARD**

Hamel Lake; John Welle, AC Highway Dept; Sheriff Scott Turner; and Mark Jacobs, AC Land Dept.

II. **Approval of Health & Human Services Board Agenda**

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda.

III. **Review June 28, 2016 Health & Human Service Board Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the June 28, 2016 Health & Human Services Board Meeting.

IV. **Review Bills**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the Bills.

V. **General/Miscellaneous Information**

A. **Rural Rides - AEOA - Luke Christensen Aitkin Transportation Advocate, and Marcia Mehle, Program Director**

Luke and Marcia discussed the fact that they were sufficiently funded for the last half of 2015 and the full year of 2016, but they are asking for a letter of support from Aitkin County along with a financial commitment of \$2,000 for the upcoming 2017 grant year of which the application will be submitted in mid August. They explained the program is to assist people with transportation to get to work or to GED classes. The transportation has to be tied to employment and is short-term to assist people in becoming transportation self-sufficient. They have had 28 clients in Aitkin County with 30 drivers which have provided 1,614 one-way rides to work sites.

B. **Non-Emergency Medical Transportation - Kathy Ryan, Jessi Goble, Jessi Schultz**

Kathy Ryan reviewed the reimbursement rate (RUKA Rate) of 0-17 miles @ 27.5 cents/mile, 18-50 miles @ 24.75 cents/mile, and 100+ miles @ 22 cents/mile through Medical Assistance access. Volunteer Rate has been 0-17 miles @ .675 cents/mile and 18-50 miles @ .6075 cents/mile. In 2005, we agreed to pay a per diem rate due to the high cost of gasoline. Ruka rates will be reimbursed by Medical Assistance. Commissioner Napstad asked that we bring this back in the form of a Matrix to our next meeting.

VI. **Contracts/Agreements**

A. **WIC Agreement - McGregor - between ACH&HS and McGregor Independent School District for the period September 1, 2016 through August 31, 2017 to administer the Aitkin County WIC Program.**

Motion by Commissioner Niemi, seconded by Commissioner Napstad, and carried; the vote was to approve the WIC Agreement - McGregor - between ACH&HS and McGregor Independent School District for the period September 1, 2016 through August 31, 2017 to administer the Aitkin County WIC Program

VII. **Administrative Reports:**

<p>A. Financial & Transportation Reports - Kathleen Ryan noted we on budget. July will have a large VCAA grant coming in after the State Fiscal Year ends. The Storm 2016 staff hours and costs are being kept and recorded separately.</p> <p>VIII. Committee Reports from Commissioners</p> <p>A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte. Committee Members attending today: Joy Janzen & Holly Bray No minutes as there was no meeting held in July</p> <p>B. AEOA Committee Update – Commissioner Westerlund - No Meeting</p> <p>C. NEMOJT Committee Update – Commissioner Napstad - No Meeting</p> <p>D. CJI (Children’s Justice Initiative) – Commissioner Westerlund - No Meeting</p> <p>E. Lakes & Pines Update – Commissioner Niemi - No Meeting</p> <p style="text-align: center;">Next Meeting – August 23, 2016</p>	
<p>Break: 10:06 a.m. to 10:21 a.m.</p>	<p>BREAK</p>
<p>Claudia Dotzler, on behalf of her husband Chris Dotzler, spoke of their objections to the ATV trail along County Road 3, and presented a petition to the Board with signatures of others who also oppose the ATV trail.</p>	<p>REGULAR BOARD RECONVENED</p> <p>CITIZEN’S PUBLIC COMMENT</p>
<p>Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to approve the Consent Agenda as follows: A) Correspondence File: July 12, 2016 to July 25, 2016; B) Approve County Board Minutes: July 12, 2016; C) Approve County Board Emergency Meeting Minutes: July 14, 2016; D) Approve Commissioner Warrants: General Fund \$109,156.97, Road & Bridge \$33,822.65, Health & Human Services \$1,072.32, Trust \$8,429.14, Forest Development \$3,250.16, Long Lake Conservation Center \$9,152.45, Parks \$4,145.62 for a total of \$169,029.31; E) Approve Auditor Warrants – June Sales & Use Tax: General Fund \$612.26, Road & Bridge \$1,345.64, State \$7,463.50, Trust \$8.04, Forest Development \$0.18, Long Lake Conservation Center \$132.98, Parks \$436.94 for a total of \$9,999.54; F) Adopt Resolution – Federal Awards Policy; G) Approve 2016 Emergency Management Performance Grant (EMPG); H) Authorize Signatures to Secretary of State Joint Powers Agreements – 2016 Primary and General Elections Recounts</p>	<p>CONSENT AGENDA</p>
<p>Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to adopt resolution – Federal Awards Policy:</p> <p>WHEREAS, the Aitkin County Board of Commissioners acknowledges the need to develop a written procurement policy in compliance with the Uniform Administrative Requirement for Federal Awards; and</p> <p>WHEREAS, the new procurement requirements are effective on 2015 Federal Grant Awards; and</p>	<p>RESOLUTION 20160726-051 FEDERAL AWARDS POLICY</p>

WHEREAS, Aitkin County chooses to take advantage of a two-year grace period for implementation of the new requirements.

NOW THEREFORE BE IT RESOLVED, that Aitkin County will develop the written standards in compliance with the uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards beginning in 2017.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to approve 2016 Emergency Management Performance Grant (EMPG) and to authorize signatures.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to authorize signatures to Secretary of State Joint Powers Agreements – 2016 Primary and General Election Recounts.

Nathan Burkett, County Administrator discussed area lake levels with the Board. Terry Neff, Environmental Services Director and area residents also voiced their opinions and concerns.

Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to adopt resolution – Temporary Aitkin County Lakes Slow-No Wake Restrictions:

WHEREAS, due to extraordinary weather conditions, including excessive rainfall during July of 2016, high water elevations prevail on certain Aitkin County lakes, and

WHEREAS, wave action from wind and watercraft has and will exacerbate shoreline erosion and cause damage to real and personal property, and

WHEREAS, high-water levels coupled with increased wave action have led to the inundation of low-lying yards and structures, and

WHEREAS, in an effort to protect property and limit environmental damage to lakes from shoreline erosion where the County can and may exert some control, the County Board of Commissioners enacts this 26th day of July, 2016, the following Temporary Special Controls to Section 5 Regulations of the Watercraft Ordinance

NOW THEREFORE, BE IT RESOLVED, the following lakes shall have a slow-no wake restriction on the entire lake, effective immediately and concluding at 11:59 pm on August 8, 2016:

Dam	Glen
Long	Glen
Gun	Fleming
Hammal – (Bass)	Farm Island
Farm Island	Farm Island /

**2016
EMERGENCY
MANAGEMENT
GRANT**

**ELECTION
RECOUNTS**

**HIGH LAKE
LEVELS**

**RESOLUTION
20160726-052
TEMPORARY
SLOW-NO WAKE
LAKE
RESTRICTIONS**

	Hazelton
Cedar	Aitkin / Farm Island
Lone	Nordland
Ripple	Nordland
Elm Island	Nordland
Clear	Glen
Little Pine	Farm Island

BE IT FURTHER RESOLVED, upon agreement of the County Administrator, Environmental Services Director and County Sheriff, the restrictions imposed by this resolution may be removed by administrative decision.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to adopt resolution – Highway 18 Safety Concerns:

WHEREAS, the citizens of Aitkin County are concerned about the dangers on Highway 18 on the north side of Lake Mille Lacs, and

WHEREAS, there was one fatality and several significant accidents on Highway 18 since January 2016, and

WHEREAS, there are four resorts, two restaurants, and a bar within a five mile stretch of Highway 18 with fish house parks that can easily house over 1,000 people, and

WHEREAS, on any given weekend there are hundreds of people crossing back and forth along the highway to go to the lake, the restaurant, or the park, and

WHEREAS, every weekend there are close calls on Highway 18:

- Vehicles pulling boats make wide turns into parking lots because there is no shoulder on the road
- Kids with towels, bare feet and swimsuits walk back and forth
- Speeding vehicles and semi-trucks often slam their brakes to avoid pedestrians
- All along Highway 18 there are skid marks and tire tracks through the ditches from close calls, and

WHEREAS, Highway 18 has a 55 mph speed limit with NO shoulders, heavy tree coverage, and blind corners in a popular tourist and resort area, and

WHEREAS, Aitkin County Towards Zero Death (TZD) Coalition unanimously supports the citizens' movement to take all necessary steps to reduce the speed limit on portions of Minnesota State Highway 18 (between State Highway 169 and State Highway 47).

NOW, THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners supports the citizens' movement and the TZD Coalition in reducing the speed limit, adding signage, and any other measures necessary to make Highway 18 safe.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi

**RESOLUTION
20160726-053
HIGHWAY 18
SAFETY
CONCERNS**

and carried (4-0 Marcotte absent), to adopt resolution – Annual Financial Audit:

Declaring Aitkin County's intent to retain a CPA firm to perform its annual financial audit.

WHEREAS, Minnesota Statutes, section 6.481, subdivision 2 requires counties to have an annual financial audit; and

WHEREAS, Minnesota Statutes, section 6.481, subdivision 2 permits counties to "choose to have the audit performed by the state auditor, or may choose to have the audit performed by a CPA firm"; now, therefore;

BE IT RESOLVED, Aitkin County chooses to retain the services of a CPA firm that meets the requirements established in Minnesota Statutes, section 326A.05, for its annual financial audit.

The Board discussed the following: Mille Lacs Watershed, ARDC, Emergency Management Flood Tour with Lt. Governor, MHB, Private Auditor Mtg., Association of Townships Mtg., Facilities, and CARE.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried (4-0 Marcotte absent), to adjourn the meeting at 12:18 p.m. until Tuesday, August 9, 2016 at 9:00 a.m.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator

**RESOLUTION
20160726-054
ANNUAL
FINANCIAL AUDIT**

**BOARD
DISCUSSION**

ADJOURN

DKB1
8/6/16 9:47AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

DKB1
8/6/16 9:47AM
1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1	DEPT		Commissioners		
10452	AT&T Mobility				
	01-001-000-0000-6250		69.98	Cell phone bill	287259994975 Telephone
			06/18/2016	07/17/2016	
10452	AT&T Mobility		69.98	1 Transactions	
9048	Napstad/Brian				
	01-001-000-0000-6250		49.99	Internet	Telephone
			02/16/2016	03/15/2016	
	01-001-000-0000-6250		49.99	Internet	Telephone
			03/16/2016	04/15/2016	
	01-001-000-0000-6250		49.99	Internet	Telephone
			04/16/2016	05/15/2016	
	01-001-000-0000-6250		49.99	Internet	Telephone
			05/16/2016	06/15/2016	
	01-001-000-0000-6250		49.99	Internet	Telephone
			06/16/2016	07/15/2016	
	01-001-000-0000-6332		159.32	District one meeting hotel	Hotel / Motel Lodging
			06/16/2016	06/16/2016	
	01-001-000-0000-6340		14.99	AMC Legis.Dinner	Meals (Overnight)
			03/09/2016	03/09/2016	
	01-001-000-0000-6330		608.04	June mileage	1126@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		250.56	May mileage	464@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		310.50	February mileage	575@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		313.74	April mileage	581@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		434.16	March mileage	804@.54 Transportation & Travel & Parking
9048	Napstad/Brian		2,341.26	12 Transactions	
10895	Westerlund/Laurie Ann				
	01-001-000-0000-6330		119.88	june mileage & 7/18/16	222@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		187.92	January mileage	348@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		225.72	February mileage	418@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		226.80	April mileage	420@.54 Transportation & Travel & Parking
	01-001-000-0000-6330		280.80	May mileage	520@.54 Transportation & Travel & Parking
10895	Westerlund/Laurie Ann		1,041.12	5 Transactions	
1	DEPT Total:		3,452.36	Commissioners	3 Vendors 18 Transactions
12	DEPT			Court Administration	

DKB1
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1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
2810	Larson/Shari S				
	01-012-000-0000-6232		712.50 FEES		Attorney Services
	01-012-000-0000-6232		60.48 COSTS		Attorney Services
2810	Larson/Shari S		772.98	2 Transactions	
12	DEPT Total:		772.98	Court Administration	1 Vendors 2 Transactions
40	DEPT		Auditor		
1457	CPS Technology Solutions, Inc				
	01-040-000-0000-6231		26.40	August Maintenance	370836 Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		26.40	1 Transactions	
86235	The Office Shop Inc				
	01-040-000-0000-6405		5.59	3-hole punch	286989-0 Office & Computer Supplies
86235	The Office Shop Inc		5.59	1 Transactions	
40	DEPT Total:		31.99	Auditor	2 Vendors 2 Transactions
43	DEPT		Assessor		
783	Canon Financial Services, Inc				
	01-043-000-0000-6231		164.08	CONTRACT COPIER-033	16271696 Services, Labor, Contracts
783	Canon Financial Services, Inc		164.08	1 Transactions	
1457	CPS Technology Solutions, Inc				
	01-043-000-0000-6231		46.20	August Maintenance	370836 Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		46.20	1 Transactions	
86235	The Office Shop Inc				
	01-043-000-0000-6405		2.68	white board marker	1005928-2 Office, Film & Computer Supplies
	01-043-000-0000-6405		8.49	Pens-Dozen	1009361-0 Office, Film & Computer Supplies
86235	The Office Shop Inc		11.17	2 Transactions	
43	DEPT Total:		221.45	Assessor	3 Vendors 4 Transactions
44	DEPT		Central Services		
1181	Crow Wing Co Auditor-Treasurer				
	01-044-000-0000-6231		13,248.64	CMCC Aitkin Retiree Health	505 Services, Labor, Contracts
				07/01/2016 12/31/2016	

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1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1181	Crow Wing Co Auditor-Treasurer		1 Transactions		
86235	The Office Shop Inc				
	01-044-000-0000-6231	398.64	Meter #1 Black & White	286922-0	Services, Labor, Contracts
	01-044-000-0000-6231	144.80	Meter #2 Color	286922-0	Services, Labor, Contracts
86235	The Office Shop Inc	543.44	2 Transactions		
44	DEPT Total:	13,792.08	Central Services	2 Vendors	3 Transactions
49	DEPT		Information Technologies		
88880	Datacomm Computers & Networks Inc				
	01-049-000-0000-6402	17.00	Panduit mounting plate/adapter	9046	Computer Supplies & Software
	01-049-000-0000-6402	8.50	Panduit mounting plate	9050	Computer Supplies & Software
88880	Datacomm Computers & Networks Inc	25.50	2 Transactions		
49	DEPT Total:	25.50	Information Technologies	1 Vendors	2 Transactions
52	DEPT		Administration/Personnel Dept		
10452	AT&T Mobility				
	01-052-000-0000-6250	49.68	Cell phone bill	287259994975	Telephone
			06/18/2016 07/17/2016		
10452	AT&T Mobility	49.68	1 Transactions		
12048	McDowell Agency, Inc./The				
	01-052-000-0000-6234	136.00	Background screening	78289	Background Check Fee
12048	McDowell Agency, Inc./The	136.00	1 Transactions		
52	DEPT Total:	185.68	Administration/Personnel Dept	2 Vendors	2 Transactions
60	DEPT		Elections		
1702	40 Club Banquet & Event Center				
	01-060-000-0000-6231	386.56	room charge-election training	20160629	Services, Labor, Contracts
	01-060-000-0000-6231	415.81	room charge-election training	20160719	Services, Labor, Contracts
	01-060-000-0000-6231	904.75	rooms charge-election training	20160726	Services, Labor, Contracts
1702	40 Club Banquet & Event Center	1,707.12	3 Transactions		
86235	The Office Shop Inc				
	01-060-000-0000-6405	15.56	election judge badges	286989-0	Office & Computer Supplies

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1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86235	The Office Shop Inc		1 Transactions		
60	DEPT Total:	1,722.68	Elections	2 Vendors	4 Transactions
90	DEPT		Attorney		
117	Aitkin County Sheriff				
	01-090-000-0000-6250	21.26	cell phone charge-Ratz	16-0931	Telephone
117	Aitkin County Sheriff	21.26	1 Transactions		
89541	Culligan				
	01-090-000-0000-6213	28.00	monthly water supplies	405310	Drug & Forfeiture Ms387.213
	01-090-000-0000-6213	21.00	monthly water supplies	405310	Drug & Forfeiture Ms387.213
89541	Culligan	49.00	2 Transactions		
86235	The Office Shop Inc				
	01-090-000-0000-6405	66.00	Office Supplies	1008974-1	Office & Computer Supplies
86235	The Office Shop Inc	66.00	1 Transactions		
5173	THOMSON REUTERS-WEST PUBLISHING				
	01-090-000-0000-6406	259.50	June Subscriptions	834362914	Law Publ. & Subscriptions
5173	THOMSON REUTERS-WEST PUBLISHING	259.50	1 Transactions		
5062	Washington Co Sheriffs Office				
	01-090-000-0000-6234	65.00	SUBPOENA SVC	1161878	Co Sheriff Services
5062	Washington Co Sheriffs Office	65.00	1 Transactions		
90	DEPT Total:	460.76	Attorney	5 Vendors	6 Transactions
100	DEPT		Recorder		
13724	Minnesota Continuing Legal Education				
	01-100-000-0000-6241	415.00	2016 Real Estate Institute	782031	Registration Fee
13724	Minnesota Continuing Legal Education	415.00	1 Transactions		
86235	The Office Shop Inc				
	01-100-000-0000-6405	182.80	Recording labels-bulk box	1009080-0	Office & Computer Supplies
	01-100-000-0000-6405	1.29	Staples	286620-0	Office & Computer Supplies
86235	The Office Shop Inc	184.09	2 Transactions		

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1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
100	DEPT Total:		599.09	Recorder	2 Vendors	3 Transactions
110	DEPT			Courthouse Maintenance		
88628	Dalco					
	01-110-000-0000-6422		229.33	toilet tissue, hard towel roll	3053867	Janitorial Supplies
88628	Dalco		229.33		1 Transactions	
1737	G & N Enterprises					
	01-110-000-0000-6422		176.58	(12) Algae Guard	4125	Janitorial Supplies
1737	G & N Enterprises		176.58		1 Transactions	
1880	Gravelle Plumbing & Heating, Inc					
	01-110-000-0000-6422		28.50	(3) clean-air	72005	Janitorial Supplies
1880	Gravelle Plumbing & Heating, Inc		28.50		1 Transactions	
2186	Hillyard Inc - Kansas City					
	01-110-000-0000-6422		211.95	bowl cleaner, liners, soap	602161937	Janitorial Supplies
2186	Hillyard Inc - Kansas City		211.95		1 Transactions	
89765	Minnesota Elevator, Inc					
	01-110-000-0000-6231		165.27	July monthly service	666872	Services, Labor, Contracts
	01-110-000-0000-6231		165.27	August monthly service	671139	Services, Labor, Contracts
89765	Minnesota Elevator, Inc		330.54		2 Transactions	
3950	Public Utilities					
	01-110-000-0000-6254		1,969.64	COURTHOUSE		Utilities & Heating
	01-110-000-0000-6254		25.09	OLD COUNTY GARAGE		Utilities & Heating
	01-110-000-0000-6254		432.42	JAIL WEST ANNEX		Utilities & Heating
	01-110-000-0000-6254		114.16	CH BLDG COORD.		Utilities & Heating
	01-110-000-0000-6254		80.74	GLARCO		Utilities & Heating
	01-110-000-0000-6254		181.35	LA TOOL BUILDING		Utilities & Heating
3950	Public Utilities		2,803.40		6 Transactions	
110	DEPT Total:		3,780.30	Courthouse Maintenance	6 Vendors	12 Transactions
120	DEPT			Service Officer		
10452	AT&T Mobility					
	01-120-000-0000-6250		62.11	Cell phone Bill	287270539560	Telephone

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			06/17/2016 07/17/2016	
10452 AT&T Mobility		62.11	1 Transactions	
13602 Hughley/Josh				
01-120-000-0000-6332		771.35	Hotel/NACVSO training	Bloomington
			07/10/2016 07/15/2016	Hotel / Motel Lodging
13602 Hughley/Josh		771.35	1 Transactions	
2448 Janzen/Carroll Mark				
01-120-000-0000-6350		50.00	DRIVE VAN	MPLS
			07/26/2016 07/26/2016	Per Diem
2448 Janzen/Carroll Mark		50.00	1 Transactions	
3093 Jones/Stanley Carter				
01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD
			07/06/2016 07/06/2016	Per Diem
3093 Jones/Stanley Carter		50.00	1 Transactions	
5767 Lamke/Dennis				
01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD
			07/13/2016 07/13/2016	Per Diem
5767 Lamke/Dennis		50.00	1 Transactions	
10234 Miller/Conrad				
01-120-000-0000-6350		50.00	DRIVE VAN	MPLS
			07/12/2016 07/12/2016	Per Diem
01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD
			07/27/2016 07/27/2016	Per Diem
10234 Miller/Conrad		100.00	2 Transactions	
3912 Peterson/Richard				
01-120-000-0000-6350		50.00	DRIVE VAN	MPLS
			07/14/2016 07/14/2016	Per Diem
3912 Peterson/Richard		50.00	1 Transactions	
11362 Roscoe/Bernie				
01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD
			07/12/2016 07/12/2016	Per Diem

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Vendor	Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
11362	Roscoe/Bernie		50.00	1 Transactions		
86235	The Office Shop Inc					
	01-120-000-0000-6405		19.49	Planner	1008379-0	Office & Computer Supplies
86235	The Office Shop Inc		19.49	1 Transactions		
10930	Tidholm Productions					
	01-120-000-0000-6230		139.95	Business Cards	8552 5855	Printing, Publishing & Adv
10930	Tidholm Productions		139.95	1 Transactions		
6097	Verizon Wireless					
	01-120-000-0000-6250		13.66	vet van cell phone	880690364	Telephone
				06/21/2016 07/20/2016		
6097	Verizon Wireless		13.66	1 Transactions		
11970	Wikelius/Charles					
	01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD	Per Diem
				07/05/2016 07/05/2016		
	01-120-000-0000-6350		50.00	DRIVE VAN	ST CLOUD	Per Diem
				07/07/2016 07/07/2016		
11970	Wikelius/Charles		100.00	2 Transactions		
120	DEPT Total:		1,456.56	Service Officer	12 Vendors	14 Transactions
122	DEPT			Planning & Zoning		
111	Aitkin Co Soil & Water					
	01-122-000-0000-5306		138,406.00	2016 1st 1/2 Inv.Spec.Grant		Invasive Species State Grant 477A.19
111	Aitkin Co Soil & Water		138,406.00	1 Transactions		
13066	Hargrave/Bryan					
	01-122-000-0000-6231		3,500.00	CONTRACT INSPECTIONS	10@350.00	Services, Labor, Contracts, Programming
				07/25/2016 08/01/2016		
13066	Hargrave/Bryan		3,500.00	1 Transactions		
86235	The Office Shop Inc					
	01-122-000-0000-6231		730.09	Copy Contract # of copies	286923-0	Services, Labor, Contracts, Programming
86235	The Office Shop Inc		730.09	1 Transactions		

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
122	DEPT Total:		142,636.09	Planning & Zoning	3 Vendors	3 Transactions
123	DEPT			Coroner		
	988 Hennepin Co Medical Centers					
	01-123-000-0000-6260		100.00	ME 16-1416		Autopsies--Pathologist, Xrays, Etc
	988 Hennepin Co Medical Centers		100.00		1 Transactions	
	3987 Ramsey County Medical Examiner					
	01-123-000-0000-6260		1,400.00	ME 16-1416		Autopsies--Pathologist, Xrays, Etc
	3987 Ramsey County Medical Examiner		1,400.00		1 Transactions	
123	DEPT Total:		1,500.00	Coroner	2 Vendors	2 Transactions
200	DEPT			Enforcement		
	10452 AT&T Mobility					
	01-200-000-0000-6250		1,034.32	Cellular for Squads	287258495419	Telephone
	10452 AT&T Mobility		1,034.32		1 Transactions	
	13325 Bruggman/Paul					
	01-200-040-0000-6304		10.00	July phone		TZD Grant Expenses
	01-200-040-0000-6304		472.08	Ben Nye Prof.Moulage Kit		TZD Grant Expenses
	01-200-040-0000-6304		54.00	July Mileage	100@.54	TZD Grant Expenses
	01-200-040-0000-6304		864.00	July Hours worked	27@32.00	TZD Grant Expenses
	13325 Bruggman/Paul		1,400.08		4 Transactions	
	2375 Intoximeters Inc					
	01-200-000-0000-6405		180.00	MOUTHPIECES	538487	Office Supplies
	2375 Intoximeters Inc		180.00		1 Transactions	
	5756 KEEPRS, Inc					
	01-200-000-0000-6410		121.74	uniform shirts #315	312401	Clothing Allowance
	5756 KEEPRS, Inc		121.74		1 Transactions	
	5892 McGregor Printing & Graphics, Inc					
	01-200-000-0000-6230		49.00	business cards	191236	Printing, Publishing & Adv
	01-200-000-0000-6405		467.50	envelopes	191243	Office Supplies
	5892 McGregor Printing & Graphics, Inc		516.50		2 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13864	Sandberg/Kristi				
	01-200-000-0000-6150		1,000.00	August 2016 COBRA Premium	Health Insurance-Employer
13864	Sandberg/Kristi		1,000.00	1 Transactions	
4681	Streichers				
	01-200-000-0000-6410		795.00-	return ballistic vest #216	CM273855 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier -219	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-224	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-210	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-209	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-204	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-221	I1218822 Clothing Allowance
	01-200-000-0000-6410		145.00	Shirt carrier-218	I1218822 Clothing Allowance
	01-200-000-0000-6410		175.00	epaulets for shirt carriers	I1219426 Clothing Allowance
4681	Streichers		395.00	9 Transactions	
10930	Tidholm Productions				
	01-200-000-0000-6230		354.72	evidence tags	8580-5863 Printing, Publishing & Adv
10930	Tidholm Productions		354.72	1 Transactions	
13934	Tire Barn				
	01-200-000-0000-6302		43.98	oil change #209	35199 Car Maintenance
	01-200-000-0000-6302		22.50	tire repair #217	35200 Car Maintenance
	01-200-000-0000-6302		226.92	battery, tire repair #209	35290 Car Maintenance
	01-200-000-0000-6302		370.62	brake rotors/pads LOF-#206	35294 Car Maintenance
	01-200-000-0000-6302		318.48	#216-LOF, wheel hub assembly	35313 Car Maintenance
13934	Tire Barn		982.50	5 Transactions	
9642	WEX BANK				
	01-200-000-0000-6511		3,861.56	Fuel for squads	0424-007043961 Gas And Oil
9642	WEX BANK		3,861.56	1 Transactions	
200	DEPT Total:		9,846.42	Enforcement	10 Vendors 26 Transactions
202	DEPT			Boat & Water	
10452	AT&T Mobility				
	01-202-000-0000-6250		84.61	Cellular for Squads	287258495419 Telephone
10452	AT&T Mobility		84.61	1 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
2340	Hyytinen Hardware Hank					
	01-202-000-0000-6405		3.96	B&W Supplies	1334151	Office Supplies
2340	Hyytinen Hardware Hank		3.96	1 Transactions		
3950	Public Utilities					
	01-202-000-0000-6254		20.60	BOAT & WATER		Utilities
3950	Public Utilities		20.60	1 Transactions		
13934	Tire Barn					
	01-202-000-0000-6302		249.32	repack bearing, remount tire	35204	B&W Maintenance
13934	Tire Barn		249.32	1 Transactions		
9642	WEX BANK					
	01-202-000-0000-6511		383.63	Fuel for squads	0424-007043961	Gas And Oil
9642	WEX BANK		383.63	1 Transactions		
202	DEPT Total:		742.12	Boat & Water	5 Vendors	5 Transactions
252	DEPT			Corrections		
10452	AT&T Mobility					
	01-252-000-0000-6250		56.72	Cellular for Squads	287258495419	Telephone
10452	AT&T Mobility		56.72	1 Transactions		
456	Bob Barker Company, Inc.					
	01-252-000-0000-6424		158.90	inmate supplies	NC1001301809	Inmate Supplies
456	Bob Barker Company, Inc.		158.90	1 Transactions		
783	Canon Financial Services, Inc					
	01-252-000-0000-6231		96.07	CONTRACT COPIER-032	16271689	Services & Labor (Incl Contracts)
783	Canon Financial Services, Inc		96.07	1 Transactions		
938	Central Restaurant Products					
	01-252-000-0000-6420		169.30	thermoserve cafafes,oven mitts	11432754	Kitchen Supplies
938	Central Restaurant Products		169.30	1 Transactions		
163	Charter Communications					
	01-252-252-0000-6405		181.67	Cable TV		Prisoner Welfare
163	Charter Communications		181.67	1 Transactions		

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
88628	Dalco 01-252-000-0000-6422		366.52	Jail paper products	3053866	Janitorial Supplies
88628	Dalco		366.52	1 Transactions		
1491	Dutch's Electric, Inc 01-252-000-0000-6590		91.87	ballast in booking	24678	Repair & Maintenance Supplies
1491	Dutch's Electric, Inc		91.87	1 Transactions		
2186	Hillyard Inc - Kansas City 01-252-000-0000-6422		581.74	Janitorial	602161970	Janitorial Supplies
2186	Hillyard Inc - Kansas City		581.74	1 Transactions		
2340	Hyytinen Hardware Hank 01-252-000-0000-6590		27.96	four casters	1331649	Repair & Maintenance Supplies
	01-252-000-0000-6590		39.74	Paint	1332039	Repair & Maintenance Supplies
	01-252-000-0000-6590		39.74	Paint	1332374	Repair & Maintenance Supplies
2340	Hyytinen Hardware Hank		107.44	3 Transactions		
5503	Keefe Supply Company 01-252-252-0000-6405		664.80	Commissary supplies	716539	Prisoner Welfare
5503	Keefe Supply Company		664.80	1 Transactions		
5756	KEEPRS, Inc 01-252-000-0000-6410		327.34	uniform shirts #302,222	312401	Clothing Allowance
5756	KEEPRS, Inc		327.34	1 Transactions		
3371	Minnesota Sheriffs' Association 01-252-003-0000-6241		275.00	Reg.NIC jail admin trng-White	118350	School Registration Fee
3371	Minnesota Sheriffs' Association		275.00	1 Transactions		
3789	Pan-O-Gold Baking Company 01-252-000-0000-6418		169.30	Groceries	010024620322	Groceries
	01-252-000-0000-6418		218.66	Groceries	010024621023	Groceries
3789	Pan-O-Gold Baking Company		387.96	2 Transactions		
11947	Phoenix Supply 01-252-000-0000-6424		236.89	inmate supplies	9809	Inmate Supplies
	01-252-000-0000-6424		24.35	inmate supplies	9906	Inmate Supplies

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
11947	Phoenix Supply		2 Transactions		
3950	Public Utilities				
	01-252-000-0000-6254	42.83	SHERIFF STORAGE GARAGE		Utilities & Heating
	01-252-000-0000-6254	1,454.92	NEW JAIL		Utilities & Heating
	01-252-000-0000-6254	5,957.16	NEW JAIL 2		Utilities & Heating
3950	Public Utilities	7,454.91	3 Transactions		
9499	Reliance Telephone Systems, Inc				
	01-252-252-0000-6406	700.00	Phone Cards	D-17787	Phone Card Prisoner Welfare
9499	Reliance Telephone Systems, Inc	700.00	1 Transactions		
84172	Riverwood Healthcare Center				
	01-252-000-0000-6262	3,770.19	Thompson, R	XT048173	Medical Expenses & Supplies - Inmates
84172	Riverwood Healthcare Center	3,770.19	1 Transactions		
4761	Sysco Minnesota Inc				
	01-252-000-0000-6418	3,506.70	Groceries	607210671	Groceries
	01-252-000-0000-6418	3,900.87	Groceries	607280675	Groceries
4761	Sysco Minnesota Inc	7,407.57	2 Transactions		
90805	Temco				
	01-252-000-0000-6420	85.00	repair can opener	20296	Kitchen Supplies
90805	Temco	85.00	1 Transactions		
10005	Watson/Linda				
	01-252-000-0000-6231	10.00	indigent inmate haircuts		Services & Labor (Incl Contracts)
10005	Watson/Linda	10.00	1 Transactions		
9642	WEX BANK				
	01-252-000-0000-6330	239.42	Fuel for squads	0424-007043961	Prisoner Transportation & Travel
9642	WEX BANK	239.42	1 Transactions		
5295	Ziegler Inc				
	01-252-000-0000-6231	467.31	level 2 Insp Caterp. G25LTA2	SW050258653	Services & Labor (Incl Contracts)
	01-252-000-0000-6231	1,757.68	level 2 Insp Caterp. 3306	SW050258654	Services & Labor (Incl Contracts)
	01-252-000-0000-6231	268.39	level 2 Insp Generac 64238	SW050258655	Services & Labor (Incl Contracts)
5295	Ziegler Inc	2,493.38	3 Transactions		

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	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
252	DEPT Total:			25,887.04	Corrections	22 Vendors	31 Transactions
253	DEPT				Aitkin Co Community Corrections		
	7628	Al's Welding & Sandblasting					
		01-253-000-0000-6302		408.09	STS trailer repairs-Springs	9576	Car Maintenance
	7628	Al's Welding & Sandblasting		408.09	1 Transactions		
	10452 AT&T Mobility						
		01-253-000-0000-6250		34.99	Cellular for Squads	287258495419	Telephone
	10452	AT&T Mobility		34.99	1 Transactions		
	12927 Midwest Machinery Co.						
		01-253-000-0000-6405		28.93	saw chains	1307722	Operating Supplies
		01-253-000-0000-6405		13.00	woodcutter oil	1307724	Operating Supplies
		01-253-000-0000-6405		4.11	Stihl chain	1312236	Operating Supplies
	12927	Midwest Machinery Co.		46.04	3 Transactions		
	13934 Tire Barn						
		01-253-000-0000-6302		204.79	wheel bearing, hub STS trailer	35188	Car Maintenance
		01-253-000-0000-6302		84.79	oil change,a/c refrigerant	35243	Car Maintenance
	13934	Tire Barn		289.58	2 Transactions		
253	DEPT Total:			778.70	Aitkin Co Community Corrections	4 Vendors	7 Transactions
254	DEPT				Enhanced 911 System		
	2437	Independent Emerg Services,Llc					
		01-254-000-0000-6231		25,503.63	Vesta Sentinel 4 System	081011	Services, Labor, Contracts
	2437	Independent Emerg Services,Llc		25,503.63	1 Transactions		
254	DEPT Total:			25,503.63	Enhanced 911 System	1 Vendors	1 Transactions
257	DEPT				Community Corrections		
	13056	McKenzie/Jill					
		01-257-022-0000-6406		206.21	supplies for pig roast	7/27/16	Sobriety Crt Expenses
	13056	McKenzie/Jill		206.21	1 Transactions		
	11997 Minnesota Monitoring						
		01-257-022-0000-6406		867.75	Monitoring	2839	Sobriety Crt Expenses

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
11997	Minnesota Monitoring		867.75	1 Transactions		
3810	Paulbeck's County Market					
	01-257-022-0000-6406		43.94	cake,ice,grad card	9277299	Sobriety Crt Expenses
3810	Paulbeck's County Market		43.94	1 Transactions		
9489	Redwood Toxicology Laboratory, Inc					
	01-257-022-0000-6406		76.14	drug testing	12645820166	Sobriety Crt Expenses
9489	Redwood Toxicology Laboratory, Inc		76.14	1 Transactions		
9360	Redwood Toxicology Laboratory, Inc.					
	01-257-022-0000-6406		433.62	drug testing supplies	564154	Sobriety Crt Expenses
9360	Redwood Toxicology Laboratory, Inc.		433.62	1 Transactions		
257	DEPT Total:		1,627.66	Community Corrections	5 Vendors	5 Transactions
391	DEPT			Solid Waste		
12488	Polk County Solid Waste					
	01-391-000-0000-6231		307.22	286.5 lbs pharmaceutical	36-7922	Services, Labor, & Minor Contracts
12488	Polk County Solid Waste		307.22	1 Transactions		
391	DEPT Total:		307.22	Solid Waste	1 Vendors	1 Transactions
392	DEPT			Water Wells		
405	A.W. Research Laboratories, Inc.					
	01-392-000-0000-6231		41.00	Coliform/Nitrate Sampling	14722	Services, Labor, Contracts
405	A.W. Research Laboratories, Inc.		41.00	1 Transactions		
2353	Idexx Laboratories, Inc					
	01-392-000-0000-6405		146.56	SUPPLIES	3005350013	Office & Film Supplies
2353	Idexx Laboratories, Inc		146.56	1 Transactions		
392	DEPT Total:		187.56	Water Wells	2 Vendors	2 Transactions
601	DEPT			Extension		
86235	The Office Shop Inc					
	01-601-000-0000-6405		65.79	Labels	1006152-0	Office Supplies
	01-601-000-0000-6405		17.43	paper,legal pad, clipboard	286410-0	Office Supplies

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
86235	The Office Shop Inc		83.22		2 Transactions	
601	DEPT Total:		83.22	Extension	1 Vendors	2 Transactions
700	DEPT			Promotion,AEOA Tran,Airport,RC&D,Tol		
22	Aitkin Area Chamber of Commerce 01-700-909-0000-6800		1,000.00	Grant #169		Tourism Miscellaneous
22	Aitkin Area Chamber of Commerce		1,000.00	1 Transactions		
14083	McGrath 4th of July Committee 01-700-909-0000-6800		419.28	Grant #170		Tourism Miscellaneous
14083	McGrath 4th of July Committee		419.28	1 Transactions		
700	DEPT Total:		1,419.28	Promotion,AEOA Tran,Airport,RC&D,Tol	2 Vendors	2 Transactions
1	Fund Total:		237,020.37	General Fund		159 Transactions

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	Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
	No.	Account/Formula		Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT					Undesignated		
	14084	Whelan/James						
		03-000-000-0000-5857			500.00	DEPOSIT REFUND 080216		Culverts
	14084	Whelan/James			500.00	1 Transactions		
0	DEPT Total:				500.00	Undesignated	1 Vendors	1 Transactions
301	DEPT					R&B Administration		
	89541	Culligan						
		03-301-000-0000-6400			35.00	WATER 072916	405337	Supplies And Materials
		03-301-000-0000-6400			10.50	AUGUST EQUIP RENTAL 073116	STMT	Supplies And Materials
	89541	Culligan			45.50	2 Transactions		
	9671	Pitney Bowes						
		03-301-000-0000-6205			74.04	LEASING 071516	3100380836	Postage
	9671	Pitney Bowes			74.04	1 Transactions		
301	DEPT Total:				119.54	R&B Administration	2 Vendors	3 Transactions
302	DEPT					R&B Engineering/Construction		
	1701	Forestry Suppliers Inc						
		03-302-000-0000-6449			87.95	ENGINEERING SUPPLIES 072016	920487-00	Rd/Br Engr. Supplies
	1701	Forestry Suppliers Inc			87.95	1 Transactions		
302	DEPT Total:				87.95	R&B Engineering/Construction	1 Vendors	1 Transactions
303	DEPT					R&B Highway Maintenance		
	195	Aitkin Tire Shop						
		03-303-000-0000-6590			60.00	REPAIR LABOR 072016	0-056110	Repair & Maintenance Supplies
		03-303-000-0000-6590			950.00	TIRES 072016	0-056110	Repair & Maintenance Supplies
		03-303-000-0000-6590			91.00	REPAIR PARTS 072716	0-056134	Repair & Maintenance Supplies
		03-303-000-0000-6590			40.00	REPAIR LABOR 072716	0-056134	Repair & Maintenance Supplies
		03-303-000-0000-6590			40.00	REPAIR LABOR 072916	0-056145	Repair & Maintenance Supplies
	195	Aitkin Tire Shop			1,181.00	5 Transactions		
	10452	AT&T Mobility						
		03-303-000-0000-6254			34.99	PAUL'S IPAD SERVICE 072516	287266104878X0	Utilities

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10452	AT&T Mobility				
		34.99	1 Transactions		
86467	Auto Value Aitkin				
	03-303-000-0000-6590	87.99	REPAIR PARTS 062916	40085521	Repair & Maintenance Supplies
86467	Auto Value Aitkin	87.99	1 Transactions		
8544	Brock White Construction Materials				
	03-303-000-0000-6298	2,055.00	AITKIN SHOP SUPPLIES 071316	12686934-00	Shop Maintenance
	03-303-000-0000-6521	411.00	FLOOD DAMAGE 071316	12686934-00	Maintenance Supplies
	03-303-000-0000-6521	411.00	FLOOD DAMAGE 071316	12686934-00	Maintenance Supplies
	03-303-000-0000-6521	411.00	FLOOD DAMAGE 071316	12686934-00	Maintenance Supplies
	03-303-000-0000-6521	411.00	FLOOD DAMAGE 071316	12686934-00	Maintenance Supplies
	03-303-000-0000-6521	411.00	FLOOD DAMAGE 071316	12686934-00	Maintenance Supplies
8544	Brock White Construction Materials	4,110.00	6 Transactions		
9326	Dehn Oil				
	03-303-000-0000-6513	7,220.40	MCGREGOR DIESEL 062416	25086619	Motor Fuel & Lubricants
	03-303-000-0000-6513	4,923.00	MCGREGOR DIESEL 062416	25086620	Motor Fuel & Lubricants
9326	Dehn Oil	12,143.40	2 Transactions		
8500	Diamond Mowers, Inc				
	03-303-000-0000-6590	133.68	REPAIR PARTS 072816	0-114082-IN	Repair & Maintenance Supplies
	03-303-000-0000-6590	133.67	REPAIR PARTS 072816	0-114082-IN	Repair & Maintenance Supplies
	03-303-000-0000-6590	698.03	MOWER BLADE NUTS AND BO 072816	0-114082-IN	Repair & Maintenance Supplies
8500	Diamond Mowers, Inc	965.38	3 Transactions		
7935	East Central Energy				
	03-303-000-0000-6254	188.75	JUN-JUL POWER-MCGRATH 071416	70415419	Utilities
7935	East Central Energy	188.75	1 Transactions		
8622	Frontier				
	03-303-000-0000-6254	60.74	JACOBSON 072216	218-752-6591	Utilities
	03-303-000-0000-6254	60.74	MCGREGOR 072216	218-768-4481	Utilities
	03-303-000-0000-6254	60.74	PALISADE 072216	218-845-2607	Utilities
	03-303-000-0000-6254	60.74	MCGRATH 072216	320-592-3580	Utilities
8622	Frontier	242.96	4 Transactions		
13468	G & K Services				
	03-303-000-0000-6298	18.93	SHOP LAUNDRY 072516	1043533339	Shop Maintenance

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6298		18.93	SHOP LAUNDRY 080116	1043538876	Shop Maintenance
13468	G & K Services		37.86	2 Transactions		
1754	Garrison Disposal Company, Inc					
	03-303-000-0000-6254		78.69	MCGREGOR SHOP 073116	8226589	Utilities
1754	Garrison Disposal Company, Inc		78.69	1 Transactions		
9336	Graber/Daniel					
	03-303-000-0000-6411		145.00	WORK BOOTS REIMBURSEMEN 072216		Safety Footwear
9336	Graber/Daniel		145.00	1 Transactions		
2763	J & H Transfer Station-Lakes Sanitary					
	03-303-000-0000-6254		93.89	AITKIN 080116	106837	Utilities
	03-303-000-0000-6254		57.65	PALISADE 080116	106838	Utilities
2763	J & H Transfer Station-Lakes Sanitary		151.54	2 Transactions		
91187	Lake Country Power					
	03-303-000-0000-6254		57.50	JUN-JUL CSAH 14 072516	141979801	Utilities
	03-303-000-0000-6254		53.76	JUN-JUL CSAH 6 072516	141979901	Utilities
91187	Lake Country Power		111.26	2 Transactions		
10824	Maney International Inc					
	03-303-000-0000-6590		139.62	REPAIR PARTS 072716	731028	Repair & Maintenance Supplies
	03-303-000-0000-6590		20.28	FILTERS 072716	731028	Repair & Maintenance Supplies
	03-303-000-0000-6590		20.28	FILTERS 080216	731028X1	Repair & Maintenance Supplies
	03-303-000-0000-6590		178.16	REPAIR PARTS 080216	731674	Repair & Maintenance Supplies
	03-303-000-0000-6590		17.00	REPAIR PARTS 080216	731676	Repair & Maintenance Supplies
10824	Maney International Inc		375.34	5 Transactions		
8436	Northland Parts					
	03-303-000-0000-6590		9.38	REPAIR PARTS 072516	325146	Repair & Maintenance Supplies
8436	Northland Parts		9.38	1 Transactions		
10720	Nuss Truck & Equipment					
	03-303-000-0000-6590		2,075.63	REPAIR PARTS 072716	3154996P	Repair & Maintenance Supplies
	03-303-000-0000-6590		394.66	REPAIR PARTS 072716	3154996P	Repair & Maintenance Supplies
	03-303-000-0000-6590		17.58	REPAIR PARTS 072816	3155125p	Repair & Maintenance Supplies
10720	Nuss Truck & Equipment		2,487.87	3 Transactions		

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3760	Palisade Cooperative Oil Assoc					
	03-303-000-0000-6513		40.42	GASOLINE 070516	314179	Motor Fuel & Lubricants
	03-303-000-0000-6513		36.74	GASOLINE 063016	341322	Motor Fuel & Lubricants
	03-303-000-0000-6513		39.50	GASOLINE 070616	341850	Motor Fuel & Lubricants
	03-303-000-0000-6513		33.32	GASOLINE 070816	342006	Motor Fuel & Lubricants
	03-303-000-0000-6513		13.90	GASOLINE 070816	342052	Motor Fuel & Lubricants
	03-303-000-0000-6513		31.99	GASOLINE 071216	342260	Motor Fuel & Lubricants
	03-303-000-0000-6513		43.54	GASOLINE 071216	342274	Motor Fuel & Lubricants
	03-303-000-0000-6513		54.36	GASOLINE 071916	342835	Motor Fuel & Lubricants
	03-303-000-0000-6513		39.32	GASOLINE 072016	342949	Motor Fuel & Lubricants
	03-303-000-0000-6513		41.60	GASOLINE 072116	342977	Motor Fuel & Lubricants
	03-303-000-0000-6513		34.75	GASOLINE 072216	343096	Motor Fuel & Lubricants
	03-303-000-0000-6513		38.12	GASOLINE 072616	343442	Motor Fuel & Lubricants
	03-303-000-0000-6513		44.35	GASOLINE 072716	343496	Motor Fuel & Lubricants
	03-303-000-0000-6513		38.85	GASOLINE 072916	343716	Motor Fuel & Lubricants
3760	Palisade Cooperative Oil Assoc		530.76	14 Transactions		
8537	Powerplan OIB					
	03-303-000-0000-6590		421.64	REPAIR PARTS 071816	1531548	Repair & Maintenance Supplies
8537	Powerplan OIB		421.64	1 Transactions		
3950	Public Utilities					
	03-303-000-0000-6254		35.35	HWY 210 W & CR 28 072216	02-00059455-00	Utilities
	03-303-000-0000-6254		66.89	AITKIN SHOP: WATER 072216	02-00063335-00	Utilities
	03-303-000-0000-6254		39.09	HWY 210/169 E & CR 12 072216	02-00063388-00	Utilities
	03-303-000-0000-6254		50.78	HWY 47 & CR 12 072216	02-00064092-00	Utilities
3950	Public Utilities		192.11	4 Transactions		
4010	Rasley Oil Company					
	03-303-000-0000-6513		47.64	GASOLINE 070516	10221	Motor Fuel & Lubricants
	03-303-000-0000-6513		89.39	GASOLINE 070616	10266	Motor Fuel & Lubricants
	03-303-000-0000-6513		37.67	GASOLINE 070616	10269	Motor Fuel & Lubricants
	03-303-000-0000-6513		40.22	GASOLINE 070616	10276	Motor Fuel & Lubricants
	03-303-000-0000-6513		40.30	GASOLINE 070616	10286	Motor Fuel & Lubricants
	03-303-000-0000-6513		47.46	GASOLINE 070616	10506	Motor Fuel & Lubricants
	03-303-000-0000-6513		40.23	GASOLINE 070716	10524	Motor Fuel & Lubricants
	03-303-000-0000-6513		16.31	GASOLINE 070716	10547	Motor Fuel & Lubricants
	03-303-000-0000-6513		58.22	GASOLINE 070816	10570	Motor Fuel & Lubricants
	03-303-000-0000-6513		41.16	GASOLINE 071116	10679	Motor Fuel & Lubricants

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6513			51.38	GASOLINE 071116	10680	Motor Fuel & Lubricants
	03-303-000-0000-6513			42.99	GASOLINE 071116	10681	Motor Fuel & Lubricants
	03-303-000-0000-6513			19.37	GASOLINE 071116	10685	Motor Fuel & Lubricants
	03-303-000-0000-6513			37.67	GASOLINE 071116	10702	Motor Fuel & Lubricants
	03-303-000-0000-6513			31.59	GASOLINE 071116	10714	Motor Fuel & Lubricants
	03-303-000-0000-6513			59.09	GASOLINE 071216	10759	Motor Fuel & Lubricants
	03-303-000-0000-6513			52.44	GASOLINE 071216	10764	Motor Fuel & Lubricants
	03-303-000-0000-6513			49.37	GASOLINE 071316	10812	Motor Fuel & Lubricants
	03-303-000-0000-6513			48.21	GASOLINE 071416	10839	Motor Fuel & Lubricants
	03-303-000-0000-6513			73.54	GASOLINE 071416	10850	Motor Fuel & Lubricants
	03-303-000-0000-6513			47.02	GASOLINE 071516	10929	Motor Fuel & Lubricants
	03-303-000-0000-6513			33.77	GASOLINE 071516	10939	Motor Fuel & Lubricants
	03-303-000-0000-6513			70.28	GASOLINE 071816	11032	Motor Fuel & Lubricants
	03-303-000-0000-6513			42.70	GASOLINE 072016	11126	Motor Fuel & Lubricants
	03-303-000-0000-6513			39.25	GASOLINE 072016	11131	Motor Fuel & Lubricants
	03-303-000-0000-6513			40.54	GASOLINE 072116	11174	Motor Fuel & Lubricants
	03-303-000-0000-6513			42.82	GASOLINE 072116	11176	Motor Fuel & Lubricants
	03-303-000-0000-6513			40.11	GASOLINE 072116	11193	Motor Fuel & Lubricants
	03-303-000-0000-6513			48.30	GASOLINE 072516	11347	Motor Fuel & Lubricants
	03-303-000-0000-6513			75.20	GASOLINE 072516	11350	Motor Fuel & Lubricants
	03-303-000-0000-6513			29.82	GASOLINE 072516	11358	Motor Fuel & Lubricants
	03-303-000-0000-6513			17.77	GASOLINE 072616	11425	Motor Fuel & Lubricants
	03-303-000-0000-6513			66.10	GASOLINE 072716	11458	Motor Fuel & Lubricants
	03-303-000-0000-6513			40.57	GASOLINE 072716	11464	Motor Fuel & Lubricants
	03-303-000-0000-6513			44.05	GASOLINE 072716	11482	Motor Fuel & Lubricants
	03-303-000-0000-6513			59.25	GASOLINE 072916	11614	Motor Fuel & Lubricants
	03-303-000-0000-6513			1,150.84	SWATARA DIESEL 071116	2073	Motor Fuel & Lubricants
	03-303-000-0000-6513			699.60	JACOBSON DIESEL 071116	2074	Motor Fuel & Lubricants
	03-303-000-0000-6513			1,049.40	PALISADE DIESEL 071116	2075	Motor Fuel & Lubricants
4010	Rasley Oil Company			4,561.64	39 Transactions		
4070	Riley Auto Supply						
	03-303-000-0000-6590			31.98	REPAIR PARTS 070616	576634	Repair & Maintenance Supplies
	03-303-000-0000-6590			86.39	REPAIR PARTS 070716	576679	Repair & Maintenance Supplies
	03-303-000-0000-6590			4.18	REPAIR PARTS 070816	576733	Repair & Maintenance Supplies
	03-303-000-0000-6298			239.94	JACOBSON SHOP SUPPLIES 071116	576836	Shop Maintenance
	03-303-000-0000-6590			113.97	REPAIR PARTS 071216	576869	Repair & Maintenance Supplies
	03-303-000-0000-6590			352.00	REPAIR PARTS 071316	576901	Repair & Maintenance Supplies
	03-303-000-0000-6590			32.64	REPAIR PARTS 071416	576937	Repair & Maintenance Supplies

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6590		REPAIR PARTS 071416	576958	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 071416	576959	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 071516	576982	Repair & Maintenance Supplies
	03-303-000-0000-6298		SWATARA SHOP SUPPLIES 071916	577146	Shop Maintenance
	03-303-000-0000-6298		JACOBSON SHOP SUPPLIES 071916	577146	Shop Maintenance
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES 071916	577174	Shop Maintenance
	03-303-000-0000-6590		REPAIR PARTS 072016	577197	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072016	577247	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072116	577259	Repair & Maintenance Supplies
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES 072216	577318	Shop Maintenance
	03-303-000-0000-6590		REPAIR PARTS 072216	577350	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072816	577561	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072816	577566	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072816	577600	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072916	577617	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072916	577628	Repair & Maintenance Supplies
	03-303-000-0000-6590		REPAIR PARTS 072916	577664	Repair & Maintenance Supplies
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES 072916	577665	Shop Maintenance
4070	Riley Auto Supply	2,886.07	25 Transactions		
7888	Ruffridge Johnson Equip.Co,Inc.				
	03-303-000-0000-6590	9.87	REPAIR PARTS-MISSING FR 071916	IA04524	Repair & Maintenance Supplies
7888	Ruffridge Johnson Equip.Co,Inc.	9.87	1 Transactions		
4711	Sunnys Citgo				
	03-303-000-0000-6513	53.00	GASOLINE 071016	1010719	Motor Fuel & Lubricants
	03-303-000-0000-6513	39.87	GASOLINE 071116	1011284	Motor Fuel & Lubricants
	03-303-000-0000-6513	24.66	GASOLINE 071216	1011616	Motor Fuel & Lubricants
4711	Sunnys Citgo	117.53	3 Transactions		
90805	Temco				
	03-303-000-0000-6590	17.76	REPAIR PARTS 072716	20312	Repair & Maintenance Supplies
	03-303-000-0000-6521	36.60	BEAVER GATE SUPPLIES 072716	20317	Maintenance Supplies
	03-303-000-0000-6590	12.10	REPAIR PARTS 072816	20319	Repair & Maintenance Supplies
90805	Temco	66.46	3 Transactions		
8364	Towmaster, Inc				
	03-303-000-0000-6590	1,133.49	REPAIR PARTS 071916	382700	Repair & Maintenance Supplies

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Vendor	Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8364	Towmaster, Inc		1,133.49	1 Transactions		
13622	TrueNorth Steel					
	03-303-000-0000-6515		3,348.00	18" ANNULAR CULVERT 072716	BL0000005208	Culverts
	03-303-000-0000-6515		5,362.56	24" ANNULAR CULVERT 072716	BL0000005208	Culverts
	03-303-000-0000-6515		1,866.24	36" ANNULAR CULVERT 072716	BL0000005208	Culverts
	03-303-000-0000-6515		76.16	18" CULVERT BAND 072716	BL0000005208	Culverts
	03-303-000-0000-6515		98.88	24" CULVERT BAND 072716	BL0000005208	Culverts
	03-303-000-0000-6515		93.64	36" CULVERT BAND 072716	BL0000005208	Culverts
	03-303-000-0000-6515		504.00	15" CULVERT APRONS 072716	BL0000005208	Culverts
13622	TrueNorth Steel		11,349.48	7 Transactions		
5295	Ziegler Inc					
	03-303-000-0000-6590		401.64	REPAIR PARTS 071916	PC190058201	Repair & Maintenance Supplies
	03-303-000-0000-6590		168.18	REPAIR PARTS 072016	PC190058246	Repair & Maintenance Supplies
5295	Ziegler Inc		569.82	2 Transactions		
303	DEPT Total:		44,190.28	R&B Highway Maintenance	27 Vendors	140 Transactions
307	DEPT			R&B Capital Infrastructure		
	8775 Itasca Co Highway Dept					
	03-307-000-0000-6262		5,083.86	MULTI COUNTY CHEVRON SI 031716	290	Contract Payments
	8775 Itasca Co Highway Dept		5,083.86	1 Transactions		
307	DEPT Total:		5,083.86	R&B Capital Infrastructure	1 Vendors	1 Transactions
3	Fund Total:		49,981.63	Road & Bridge		146 Transactions

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
400	DEPT			Public Health Department		
	1457 CPS Technology Solutions, Inc					
	05-400-440-0410-6300		11.26	August Maintenance	370836	Maintenance/Service Contracts
	1457 CPS Technology Solutions, Inc		11.26	1 Transactions		
400	DEPT Total:		11.26	Public Health Department	1 Vendors	1 Transactions
420	DEPT			Income Maintenance		
	1457 CPS Technology Solutions, Inc					
	05-420-600-4800-6300		23.94	August Maintenance	370836	Maintenance/Service Contracts
	05-420-640-4800-6300		35.20	August Maintenance	370836	Maintenance/Service Contracts
	1457 CPS Technology Solutions, Inc		59.14	2 Transactions		
420	DEPT Total:		59.14	Income Maintenance	1 Vendors	2 Transactions
430	DEPT			Social Services		
	1457 CPS Technology Solutions, Inc					
	05-430-700-4800-6300		35.20	August Maintenance	370836	Maintenance/Service Contracts
	1457 CPS Technology Solutions, Inc		35.20	1 Transactions		
430	DEPT Total:		35.20	Social Services	1 Vendors	1 Transactions
5	Fund Total:		105.60	Health & Human Services		4 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
11252	Benson/John				
	10-900-000-0000-2300	689.70	timb.permit bond refund R#2171	13614	Timber Permit Bonds
11252	Benson/John	689.70	1 Transactions		
900	DEPT Total:	689.70	Timber Permit Bonds	1 Vendors	1 Transactions
923	DEPT		Forfeited Tax Sales		
87	Aitkin Co Highway Dept				
	10-923-000-0000-6590	264.82	cutting edges	2687	Repair & Maintenance Supplies
87	Aitkin Co Highway Dept	264.82	1 Transactions		
657	Aitkin Glass Service				
	10-923-000-0000-6590	384.00	new grader windshield	12719	Repair & Maintenance Supplies
657	Aitkin Glass Service	384.00	1 Transactions		
10452	AT&T Mobility				
	10-923-000-0000-6254	64.65	cell phone charges	287257204209	Utilities
			06/18/2016 07/17/2016		
10452	AT&T Mobility	64.65	1 Transactions		
11252	Benson/John				
	10-923-000-0000-6820	1,223.66	overappraised refund	13614	Refunds & Reimbursements
11252	Benson/John	1,223.66	1 Transactions		
4070	Riley Auto Supply				
	10-923-000-0000-6590	27.99	clamp	576680	Repair & Maintenance Supplies
	10-923-000-0000-6590	20.39	clamp, vise grip	576706	Repair & Maintenance Supplies
	10-923-000-0000-6590	13.99	relay	576861	Repair & Maintenance Supplies
	10-923-000-0000-6590	26.00	light	577519	Repair & Maintenance Supplies
4070	Riley Auto Supply	88.37	4 Transactions		
86235	The Office Shop Inc				
	10-923-000-0000-6405	338.58	copies on copier	286916-0	Office Supplies
86235	The Office Shop Inc	338.58	1 Transactions		
13934	Tire Barn				
	10-923-000-0000-6590	39.54	LOF	35206	Repair & Maintenance Supplies
	10-923-000-0000-6590	93.27	LOF,air filter,rotation	35342	Repair & Maintenance Supplies

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10 Trust

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 26

Vendor		<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>		<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
13934	Tire Barn			132.81	2 Transactions	
923	DEPT Total:			2,496.89	Forfeited Tax Sales	7 Vendors 11 Transactions
10	Fund Total:			3,186.59	Trust	12 Transactions

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11 Forest Development

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
924	DEPT			Forest Resource		
	10452 AT&T Mobility					
	11-924-000-0000-6250		121.22	cell phone charges	287257204209	Telephone
				06/18/2016 07/17/2016		
	10452 AT&T Mobility		121.22	1 Transactions		
924	DEPT Total:		121.22	Forest Resource	1 Vendors	1 Transactions
925	DEPT			Reforestation		
	87 Aitkin Co Highway Dept					
	11-925-000-0000-6590		379.81	apply calcium chloride	449	Repair & Maintenance Supplies
	87 Aitkin Co Highway Dept		379.81	1 Transactions		
	86467 Auto Value Aitkin					
	11-925-000-0000-6590		0.38	hex cap	40086690	Repair & Maintenance Supplies
	11-925-000-0000-6590		3.99	stop & tail	40086837	Repair & Maintenance Supplies
	86467 Auto Value Aitkin		4.37	2 Transactions		
	14086 Cummings/Quinn					
	11-925-000-0000-6231		100.00	trapped 2 beaver	12-52-27	Services, Labor, Contracts
	11-925-000-0000-6231		200.00	trapped 4 beaver	22-49-27	Services, Labor, Contracts
	11-925-000-0000-6231		50.00	trapped 1 beaver	36-48-24	Services, Labor, Contracts
	14086 Cummings/Quinn		350.00	3 Transactions		
	8436 Northland Parts					
	11-925-000-0000-6590		37.42	hose end fitting, oiler	324923	Repair & Maintenance Supplies
	8436 Northland Parts		37.42	1 Transactions		
	9555 Pliny Post & Pole					
	11-925-000-0000-6406		535.00	50 8x8 treated posts	7786	Field Supplies
	9555 Pliny Post & Pole		535.00	1 Transactions		
925	DEPT Total:		1,306.60	Reforestation	5 Vendors	8 Transactions
11	Fund Total:		1,427.82	Forest Development		9 Transactions

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Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
521	DEPT		LLCC Administration		
10714	ACCT Incorporated				
	19-521-000-0000-6231		Vermiculite testing	104710	Services, Labor, Contracts
10714	ACCT Incorporated				
		122.00			
		122.00	1 Transactions		
246	Brothers Fire & Security				
	19-521-000-0000-6231		Replace fire panel	100119	Services, Labor, Contracts
246	Brothers Fire & Security				
		3,715.00			
		3,715.00	1 Transactions		
13475	Carlson/Wendie				
	19-521-000-0000-6400		Camp photos	CVS	Commissary Items
	19-521-000-0000-6400		Camp photos	CVS	Commissary Items
		22.03			
		12.76			
13475	Carlson/Wendie				
		34.79	2 Transactions		
8622	Frontier				
	19-521-000-0000-6231		labor,new battery,new phone	21871105410720	Services, Labor, Contracts
	19-521-000-0000-6250		service & LD	2187684653	Telephone
		1,061.31			
		437.42			
8622	Frontier				
		1,498.73	2 Transactions		
2763	J & H Transfer Station-Lakes Sanitary				
	19-521-000-0000-6255		August Garbage Service	108116	Garbage
		92.38			
2763	J & H Transfer Station-Lakes Sanitary				
		92.38	1 Transactions		
86235	The Office Shop Inc				
	19-521-000-0000-6231		copier repair-storm damage	1008988-0	Services, Labor, Contracts
		510.00			
86235	The Office Shop Inc				
		510.00	1 Transactions		
521	DEPT Total:		LLCC Administration	6 Vendors	8 Transactions
		5,972.90			
522	DEPT		LLCC Education		
14053	Miller/Anthony				
	19-522-000-0000-6416		mileage/pick up canoes	132@.54	Education Supplies
		71.28			
14053	Miller/Anthony				
		71.28	1 Transactions		
9753	Mn Dept Of Natural Resources				
	19-522-000-0000-6416		Bow hunter certs. 19@5.00	7/17-7/22	Education Supplies
		95.00			
9753	Mn Dept Of Natural Resources				
		95.00	1 Transactions		
11395	New Brighton Sportsmen's Club				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	19-522-000-0000-6820		refund for canceled camper	F.Kottke	Refunds & Reimbursements
11395	New Brighton Sportsmen's Club		1 Transactions		
522	DEPT Total:	591.28	LLCC Education	3 Vendors	3 Transactions
523	DEPT		LLCC Food		
5814	Hagen/Christine				
	19-523-000-0000-6418	9.74	GROCERIES	7/11/16	Groceries-Students
5814	Hagen/Christine	9.74	1 Transactions		
5662	McGregor Dairy,Inc				
	19-523-000-0000-6418	155.79	Groceries	25658	Groceries-Students
	19-523-000-0000-6418	183.95	Groceries	25688	Groceries-Students
5662	McGregor Dairy,Inc	339.74	2 Transactions		
4968	Upper Lakes Foods, Inc				
	19-523-000-0000-6418	1,039.62	GROCERIES	741374-00	Groceries-Students
	19-523-000-0000-6418	520.80	GROCERIES	744874-00	Groceries-Students
4968	Upper Lakes Foods, Inc	1,560.42	2 Transactions		
523	DEPT Total:	1,909.90	LLCC Food	3 Vendors	5 Transactions
524	DEPT		LLCC Maintenance		
13649	Aitkin Rental Center				
	19-524-000-0000-6422	65.00	Post hole auger rental	42618	Janitorial Services/Supplies
13649	Aitkin Rental Center	65.00	1 Transactions		
10083	Cedarbrook Lumber Comp				
	19-524-000-0000-6422	100.14	Posts for Archery back stop	79859	Janitorial Services/Supplies
10083	Cedarbrook Lumber Comp	100.14	1 Transactions		
88628	Dalco				
	19-524-000-0000-6422	188.65	shipping error charge	3048004	Janitorial Services/Supplies
	19-524-000-0000-6422	161.65	white toilet tissue	3050325	Janitorial Services/Supplies
	19-524-000-0000-6422	237.38	Cleaning supplies	3056880	Janitorial Services/Supplies
88628	Dalco	210.38	3 Transactions		
1430	Dotzler Power Equipment				

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Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	19-524-000-0000-6590		639.95	Chainsaw	87200	Repair & Maintenance Supplies
1430	Dotzler Power Equipment		639.95	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	19-524-000-0000-6590		12.14	Parts for MH urinals	007939	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		12.14	1 Transactions		
4010	Rasley Oil Company					
	19-524-000-0000-6511		42.53	fuel for mower	11107	Gas And Oil
4010	Rasley Oil Company		42.53	1 Transactions		
13446	Stuber-Benzie/Jessica					
	19-524-000-0000-6422		32.04	ratchet straps	7/12/16	Janitorial Services/Supplies
13446	Stuber-Benzie/Jessica		32.04	1 Transactions		
524	DEPT Total:		1,102.18	LLCC Maintenance	7 Vendors	9 Transactions
19	Fund Total:		9,576.26	Long Lake Conservation Center		25 Transactions

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21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		Parks		
10452	AT&T Mobility				
	21-520-000-0000-6250		cell phone charges	287257204209	Telephone
		40.41	06/18/2016 07/17/2016		
10452	AT&T Mobility		1 Transactions		
		40.41			
9625	Blind Lake ATV Club				
	21-520-000-0000-6802		ATV Reimbursement	6/1-6/24/16	Trail Grants-State
9625	Blind Lake ATV Club		1 Transactions		
		1,005.49			
10083	Cedarbrook Lumber Comp				
	21-520-000-0000-6406		cabin repair supplies	79397	Field Supplies
	21-520-000-0000-6406		star drive	79398	Field Supplies
	21-520-000-0000-6406		cabin repair supplies	79405	Field Supplies
	21-520-000-0000-6406		4x4x8 treated	79729	Field Supplies
		118.07			
		59.78			
		32.40			
		44.76			
10083	Cedarbrook Lumber Comp		4 Transactions		
		255.01			
9653	Global Equipment Company				
	21-520-000-0000-6406		cleaning supplies	109723032	Field Supplies
	21-520-000-0000-6406		cleaning supplies	109729113	Field Supplies
	21-520-000-0000-6406		credit	109733505	Field Supplies
		46.90			
		387.41			
		17.00-			
9653	Global Equipment Company		3 Transactions		
		417.31			
1829	Goble's Sewer Service Inc.				
	21-520-000-0000-6231		Aitkin RV dump station pumping	1449	Services, Labor, Contracts
		135.00			
1829	Goble's Sewer Service Inc.		1 Transactions		
		135.00			
2763	J & H Transfer Station-Lakes Sanitary				
	21-520-000-0000-6254		garbage service Aitkin Park	108173	Utilities
	21-520-000-0000-6254		garbage service Berglund Park	108174	Utilities
	21-520-000-0000-6254		garbage service Berglund Park	108174	Utilities
	21-520-000-0000-6254		garbage service shop	108187	Utilities
		76.05			
		75.00			
		75.00			
		75.00			
2763	J & H Transfer Station-Lakes Sanitary		4 Transactions		
		301.05			
9354	Kangas Enterprise, Inc				
	21-520-000-0000-6231		Pumping 7/13&7/27	13056	Services, Labor, Contracts
		260.00			
9354	Kangas Enterprise, Inc		1 Transactions		
		260.00			
12927	Midwest Machinery Co.				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	21-520-000-0000-6590		repair lawn mower	1311534	Repair & Maintenance Supplies
	21-520-000-0000-6590		repair lawn mower	1311628	Repair & Maintenance Supplies
	21-520-000-0000-6590		Scabbard	1312152	Repair & Maintenance Supplies
12927	Midwest Machinery Co.	691.91		3 Transactions	
10337	Mille Lacs Driftskippers				
	21-520-000-0000-6802	235.06-	Overpay		Trail Grants-State
	21-520-000-0000-6802	5,384.88	Redtop Trail Work	5/25-7/15	Trail Grants-State
10337	Mille Lacs Driftskippers	5,149.82		2 Transactions	
12182	Northwoods Quads				
	21-520-000-0000-6802	1,710.00	Hill City Connector work	6/8-6/27	Trail Grants-State
12182	Northwoods Quads	1,710.00		1 Transactions	
3950	Public Utilities				
	21-520-000-0000-6254	146.84	LAND DEPARTMENT		Utilities
	21-520-000-0000-6254	170.01	MISSISSIPPI LANDING		Utilities
	21-520-000-0000-6254	61.65	MISSISSIPPI SHOWER HOUSE		Utilities
3950	Public Utilities	378.50		3 Transactions	
4070	Riley Auto Supply				
	21-520-000-0000-6590	207.98	chain, binder, hook	577274	Repair & Maintenance Supplies
	21-520-000-0000-6406	12.00	grab hook	577387	Field Supplies
4070	Riley Auto Supply	219.98		2 Transactions	
10891	Roth Construction				
	21-520-000-0000-6231	2,687.00	repair Snake River Campground	7/20/16	Services, Labor, Contracts
10891	Roth Construction	2,687.00		1 Transactions	
90805	Temco				
	21-520-000-0000-6590	5.50	1/2 hr round x 8'	20313	Repair & Maintenance Supplies
90805	Temco	5.50		1 Transactions	
86235	The Office Shop Inc				
	21-520-000-0000-6405	3.28	tags	286754-0	Office Supplies
86235	The Office Shop Inc	3.28		1 Transactions	
5551	Unclaimed Freight North				
	21-520-000-0000-6590	14.99	ammo box	7/27/16	Repair & Maintenance Supplies

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21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
No.	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
5551	Unclaimed Freight North		14.99	1 Transactions	
12718	Up North Riders				
	21-520-000-0000-6802		1,342.85	Lawler ATV reimbursement	Trail Grants-State
12718	Up North Riders		1,342.85	1 Transactions	
10339	White Pine Riders				
	21-520-000-0000-6802		1,692.88	Solana ATV reimbursement	Trail Grants-State
10339	White Pine Riders		1,692.88	1 Transactions	
520	DEPT Total:		16,310.98	Parks	32 Transactions
21	Fund Total:		16,310.98	Parks	32 Transactions
	Final Total:		317,609.25	185 Vendors	387 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	237,020.37	General Fund	
	3	49,981.63	Road & Bridge	
	5	105.60	Health & Human Services	
	10	3,186.59	Trust	
	11	1,427.82	Forest Development	
	19	9,576.26	Long Lake Conservation Center	
	21	16,310.98	Parks	
	All Funds	317,609.25	Total	Approved by,
			
			



Board of County Commissioners Agenda Request

2D
Agenda Item #

Requested Meeting Date: 08/09/16

Title of Item: STS Donation

<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: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Scott Turner		Estimated Time Needed:
Summary of Issue: Aitkin Public Utilities Commission has made a generous donation of \$100 to the Aitkin County STS program.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Accept donation.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2E

Agenda Item #

Requested Meeting Date: August 9, 2016

Title of Item: New MnCCC Joint Powers Agreement & Bylaws

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☒ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

☐ Direction Requested

☐ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Kathy Ryan

Department:

Health & Human Services

Presenter (Name and Title):

Estimated Time Needed:

Summary of Issue:

Attached, please find a memo regarding the new Joint Powers Agreement (JPA) and Bylaws that were approved at our June 2016 Membership Meeting. These documents were presented to all members via RSVP, presented at each of our four regional meetings, and finally presented for approval at the June 8th membership meeting.

The new JPA with MnCCC needs to be approved and signed by the County Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve the new MnCCC JPA and authorize signature.

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:

M E M O R A N D U M

TO: MnCCC Membership

FROM: Lisa Christine Meredith, Executive Director
651-917-6996, lisa@mnccc.org

DATE: July 18, 2016

SUBJECT: New JPA and Bylaws

At our 2016 Annual Membership Meeting, the membership approved new Bylaws and a new Joint Powers Agreement. Copies of both are attached. The MnCCC Board has also approved the attached "When A Contract Ratification is Required and Why..." document which has led to several of our user groups updating their User Group Rules and Regulations.

Joint Powers changes include the following:

- updating to the new MnCCC abbreviation for Minnesota Counties Computer Cooperative,
- changing the requirement to change the Joint Powers Agreement from a majority vote to a two-thirds vote,
- removal of the language for electronic or mailed ballots, and
- the language regarding failure to pay has been modified to match that language that is included in the bylaws and on our invoices.

Bylaws changes include the following:

- updating to the new MnCCC abbreviation for Minnesota Counties Computer Cooperative,
- removal of the special language for ISSG, which is now included with the other user groups in the bylaws language,
- additional language that allows a Past Chair to serve a second term in the event that a Chair is unable to serve as Past Chair in the officer rotation,
- removal of the language for electronic or mailed ballots, and
- added statement noting we use a modified accrual basis for accounting.

Please have the Joint Powers Agreement approved by your Board, signed by your Board Chair, and returned to MnCCC. Return via email to lisa@mnccc.org or via usps to MnCCC, 100 Empire Drive Suite 201, Saint Paul, MN 55103.

If you have any questions or would like additional information, please feel free to contact me.

**MINNESOTA COUNTIES
COMPUTER COOPERATIVE**

BYLAWS

As adopted March 2, 1978
As amended November 30, 1978
As amended June 8, 1979
As amended June 11, 1982
As amended September 9, 1983
As amended June 8, 1984
As amended October 4, 1984
As amended June 13, 1986
As amended June 12, 1987
As amended November 15, 1988
As amended June 9, 1989
As amended June 8, 1990
As amended June 14, 1991
As amended June 12, 1992
As amended June 6, 2002
As amended June 9, 2004
As amended June 8, 2005
As amended June 6, 2007
As amended June 4, 2008
As amended June 4, 2014
As amended June 8, 2016

**MINNESOTA COUNTIES
COMPUTER COOPERATIVE**

AMENDED AND RESTATED BYLAWS

June 8, 2016

ARTICLE I: PURPOSE

Section 1. The purpose of the Minnesota Counties Computer Cooperative ("MnCCC") is to jointly and cooperatively provide for the establishment, operation, and maintenance of data processing systems, facilities, training services, managed professional services and management information systems for the use and benefit of the parties, as well as the commercialization of its proprietary software for licensed use by third parties.

ARTICLE II: POWERS

Section 1. The Minnesota Counties Computer Cooperative shall take such action, as it deems necessary and appropriate to accomplish the general purposes of the organization as set forth in the Amended and Restated Joint Powers Agreement of even date.

ARTICLE III: DEFINITIONS

Section 1. "Board" shall mean the MnCCC's Board of Directors, to be organized and operated as provided herein.

Section 2. "Charges" shall mean any and each of: (a) annual Dues or other periodic charges billed to a Member and/or Licensee for services provided or to be provided to that party as a result of membership in a User Group; (b) such other charges billed to a Member and/or Licensee for goods or services specifically requested by such participant; and (c) an equitable share of the cost of the MnCCC's Annual Meeting.

Section 3. "Dues" shall mean each Member's and/or Licensee's annual payment to MnCCC, consisting of an equitable share (as determined by the Board) of the annual budget approved by the Board at the Annual Meeting.

Section 4. "ISSG" shall mean the Information Services Support Group, comprised of Member or Licensee information technology/data processing professional employees who meet to provide technical assistance to the MnCCC staff and User Groups: coordinate MnCCC information systems training; and evaluate and advise on software, hardware, documentation, education and managed professional services.

Section 5. "Joint Powers Agreement" shall mean the Amended and Restated Joint Powers Agreement, as adopted by each eligible Member as provided in Minnesota Statutes 471.59, and as may be amended from time to time.

Section 6. "Licensee" shall mean any other governmental subdivision, agency, group, or any non-governmental entity or group that is not eligible to be a Member, including, without limitation, an agency of a non-county governmental entity, or a nonprofit corporation, or a trade association, or such other eligible participant that may be authorized from time to time by the Board to participate in one or more User Groups, and that has entered into a Licensee Agreement with the MnCCC.

Section 7. "Licensee Agreement" shall mean an agreement defining the rights, responsibilities and obligations between MnCCC and a Licensee that wishes to participate in MnCCC programs for the purpose of licensing MnCCC software, acquiring managed professional services, and participating in one or more User Groups and/or the ISSG.

Section 8. "Member" shall mean a Minnesota county or other Minnesota governmental subdivision that is eligible to enter into a joint powers agreement under Minnesota Statute § 471.59, and that has ratified and executed the Joint Powers Agreement and has paid those membership Dues and other Charges established by the MnCCC from time to time.

Section 9. "Non-Voting Member" shall mean a Minnesota-based Member county or other Minnesota governmental subdivision that participates in only one or two User Groups. Non-Voting Members shall be entitled to receive notice of and attend all Member meetings, but shall not vote, or be counted for determining a quorum for voting purposes at Membership Meetings.

Section 10. "User Group" shall mean a group of Members and/or Licensees who use common software application(s) and who meet regularly to provide direction to the Board regarding selection of vendors for software development, maintenance, marketing, training, modifications, and enhancements for such software applications and services. For purposes of User Group voting, each Member or Licensee shall be counted as a single user, regardless of the number of internal licensed seats, authorized users, etc. held by such Member or Licensee.

Section 11. "Voter(s)" are those full time or part time employee representatives of Voting Members that attend Member or User Group meetings and that vote on behalf of such Voting Member. Each Voting Member may, at its option, and from time to time, rank and prioritize the Voter participation for any meeting or other Voting Member resolution by delivering written notice thereof to the Executive Director, which ranking shall control for all purposes until revoked or replaced. In the absence of such ranking, any employee(s) of such Voting Member in attendance at a meeting shall determine internally how such ballots shall be cast, and who is entitled and authorized to deliver any Voting Member's ballot card distributed at a Member meeting. For ballots, all Voter ballots will be tabulated, and the majority number of Voter votes of eligible employees shall determine the vote of such Voting Member, with any ties counted as a "no" vote, unless and to the extent such Voting Member has ranked and prioritized its Voters. In such event, the then-current ranking shall be followed in determining who is entitled to vote on behalf of such Voting Member.

Section 12. "Voting Member" shall mean a Member county or other governmental entity located within Minnesota that participates in at least three User Groups, or at least two User Groups and the ISSG.

ARTICLE IV: MnCCC OFFICE

Section 1. The principal office of the MnCCC shall be at a location determined from time to time by the Board.

ARTICLE V: RULES AND REGULATIONS

Section 1. From time to time, the Board may adopt Rules and Regulations to govern the business and operation of all User Groups regarding membership fees, Charges for software applications, managed services agreements and/or other jointly authorized projects that the group is concerned with, and any other group-related matters not specifically addressed by Articles I through XIII of these Bylaws. Such Rules and Regulations shall be considered supplementary to the Bylaws, and cannot conflict with or be inconsistent with these Bylaws, and may at any time be modified, replaced or repealed by majority vote at any meeting of the Board at which a quorum is present, or by affirmative vote of a majority of written or electronic ballots cast, with the total number of ballots so cast being at least equal to the number as would be sufficient to constitute a quorum for a Board meeting.

Section 2. The Board shall also adopt, maintain and from time to time, update a set of core contract principles and minimum standards that must be included within any software or service agreements (e.g. development, enhancement, licenses, maintenance, support or other service agreements) or other MnCCC contracts. Any deviation from such core principals or minimum standards by any User Group will require the Board's prior written consent.

ARTICLE VI: MEMBERSHIP RIGHTS

Section 1. (a) Voting Members shall be the only Members entitled to vote on Member resolutions, and each Voting Member shall be entitled to cast one (1) vote for each Member resolution, as well as one (1) vote in each User Group for purposes of managing the application(s) and conducting other business therein, with all voting to be conducted by the Voting Member's Voter(s), subject to any then-current ranking and prioritization of record with the MnCCC's Executive Director.

(b) Each Non-Voting Member is also entitled to participate in and cast one (1) vote in each User Group it belongs to, but shall have no vote on any Member resolution. Its User Group votes shall be cast by the then-current designated User Group representative, if one has been appointed by the Non-Voting Member by giving written notice to the Executive Director, or by those full or part time employees of such Non-Voting Member in attendance at any User Group meeting, or exercising the right, in the absence of any designated representative, to cast an electronic or mailed ballot. In the absence of any designated representative, votes of a Non-Voting Member shall be

counted as cast by the majority of its employees attending such User Group meeting or participating in any electronic or mailed User Group ballot, with any ties counted as a "no" vote. Non-Voting Members shall also have the right to receive notices of and are entitled to attend any Member meetings, but shall have no voting rights, and shall not be counted for any quorum requirement.

(c) Each Licensee shall have the right to receive notice of and attend each User Group or Member meetings, but shall have no voting rights, and shall not be counted for any quorum requirement.

Section 2. (a) A joint powers entity, either as a Member or Licensee, may serve as the representation and fiscal agent for entities belonging to it, but each individual member of such joint powers entity that is not and never has been a Member or Licensee of the MnCCC is liable for and must pay the Dues, One-Time Fee and all other then-current applicable Charges set by the Board, in order to use software and otherwise participate in MnCCC through a joint powers entity.

(b) For each User Group in which it uses MnCCC software or otherwise participates, each Non-Voting Member and Licensee shall pay the then-current annual User Group Dues set by the Board, which Dues shall not exceed the amount of then-current Member Dues set by the Board.

Section 3. A Member or Licensee shall cease to qualify for further use of MnCCC software applications and other participation, and will be excluded and terminated therefrom when it fails to comply with the provisions of the Joint Powers Agreement, a Licensee Agreement, these Bylaws, or such Rules and Regulations as may be issued from time to time by the Board. An essential and material condition of participation is also the timely payment of all One-Time Fees, Dues, Charges, Costs (as defined in the Joint Powers Agreement) or other assessments made by the MnCCC from time to time. Exclusion shall be effective on delivery of termination action by the Board, whose determination shall be final, binding and non-appealable.

Section 4. Any Member or Licensee that ceases to qualify for participation in the MnCCC shall remain liable for its full share of any Dues, Charges or other costs accrued prior to its termination of participation, payable as and when due, or otherwise as designated by the Board, together with any attorney's fees or other costs incurred in collecting past due amounts, enforcing these Bylaws, the Joint Powers Agreement, any Licensee Agreement, or other agreement or obligation between MnCCC and a Member or Licensee. In lieu of continued payments by such terminated Member or Licensee, the Board reserves the right to assess a lump sum termination payment against such Member or Licensee, to be computed by subtracting the stated value (or such value as may be determined in good faith by the Board) of any accrued, but unpaid Member joint ownership share, if applicable, of MnCCC software applications or other assets co-owned and developed by such Member, from such Member's remaining aggregate future payments due for all Dues, Charges and other amounts owed, and then reducing such sum to present value (using the then-current Wells Fargo Bank NA prime lending rate). Terminated Members shall in no event be entitled to any refund or other credit if the amount due after present value calculations is negative. Except as may be available by application and in the manner expressly identified in the Joint Powers Agreement or Licensee Agreement for software, or as otherwise may be granted by the Board from time to time and in its sole discretion, no such Member shall retain any ownership, and no such

Member or any terminated Licensee shall retain any usage rights or other interest in any MnCCC software, assets, properties or revenues following termination as specified herein.

ARTICLE VII: MEMBER VOTING

Section 1. Each Voting Member shall be entitled from time to time to designate or rank and prioritize those Voters entitled to vote on such Voting Member's behalf, for any Member resolution, whether at a Member meeting, or by electronic or mailed ballot, in the manner identified in Article I, Section 11.

Section 2. At each annual Member meeting, as called and noticed by the Board and to be held in the manner provided in Article XI, the Voting Members shall elect the officer(s) and other Board representative designated in Article VIII. Voting Members shall also be entitled to vote at any special meetings called by the Board.

Section 3. The Voting Members, to the exclusion of the Board, shall have the sole and exclusive rights to authorize: (a) amendment of the Joint Powers Agreement or the Bylaws; (b) adoption of the MnCCC budget; or (c) changes to the MnCCC staff.

Section 4. Special meetings of the Voting Members may be called at any time by the Board, or upon the written request of at least 25% of Voting Members. Upon receipt of such request, the Chair shall give notice of the meeting, setting forth the time and purpose thereof, and to be held as soon as practicable, but in all cases within 60 days of receipt of such request. Business at any special meeting shall be limited to the purpose(s) stated in the meeting notice, and any Member may attend, regardless of voting status.

Section 5. The presence of at least fifty percent (50%) of all Voting Members shall constitute a quorum to transmit business at any meeting thereof.

Section 6. Any meeting among Members may be conducted wholly or in part by one or more means of remote communication (conference telephone, webcast or such alternate means as may be authorized by the Board from time to time, and where all attendees physically present at the meeting and those participating remotely may hear and communicate with each other during the meeting), provided that timely, valid notice is given, and the number of Voting Members so participating in such meeting is sufficient to constitute a quorum.

Section 7. Any action that may be taken at a meeting by Voting Members may be taken without a meeting by written action, evidenced by the affirmative majority of electronic or mailed ballots cast by at least the number of Voting Members that would constitute a quorum for meeting purposes.

ARTICLE VIII: BOARD OF DIRECTORS

Section 1. At each Annual Meeting, commencing with the Annual Meeting at which the Voting Members approve the amendment and restatement of these Bylaws, the Voting Members shall elect the office of Treasurer, together with any other office occupied in the immediately preceding term by any person filling an office vacancy by appointment, and who had not been elected as an officer within the preceding two years by majority vote of the Voting Members. Subject at all times to the preceding rule requiring all officers to be elected by the Voting Members, at the next Annual Meeting, and at each Annual Meeting thereafter the Board shall appoint the then-current Vice Chairperson as new Chairperson, the then-current Treasurer as new Vice Chairperson, and the Voting Members shall elect new Treasurer. New officers shall take office at the adjournment of the Annual Meeting in the year in which they are elected.

Section 2. In addition to the officer(s) elected by the Voting Members as set forth in Section 1 above, there shall be elected four (4) Regional Representatives of the Board, who shall serve from four (4) geographic regions as may be designated from time to time by the Board. Each Regional Representative shall be elected by the Voting Members of such region, and shall each serve for a term of two (2) years following election. The Regional Representatives of Regions I and III shall be elected in even-numbered years; the Regional Representatives of Regions II and IV shall be elected in odd-numbered years, with all such elections conducted at the designated annual regional meetings.

Section 3. Following the approval of these Amended and Restated Bylaws at the 2016 Annual Meeting, and at each Annual Meeting held in even years thereafter, the Voting Members shall also elect an at-large Board member, who shall be an information technology professional employee and then-current ISSG member.

Section 4. The Board shall consist of the then-current Board officers, the four (4) Regional Representatives, the ISSG at-large Board member, and the immediate past Chairperson, who shall each have one vote on all Board matters.

Section 5. A vacancy in the Board shall immediately occur in the office of any officer or other director upon his/her resignation, retirement or death, or upon otherwise ceasing to be a qualified full or part-time employee of a Voting Member.

Upon any vacancy occurring in any office with less than six months remaining in the then-current term, the Board shall appoint a successor, to serve out the remainder of the then-current term, with a new election for each such vacated office to be held at the next Annual Meeting.

Upon any such vacancy occurring in any office with at least six months remaining in the then-current term, it shall be filled by a special election of the Voting Members, after giving effect to the normal progression of remaining officers from Treasurer to Vice Chair, and Vice Chair to Chair, with the special election to fill each office for the balance of the then-current term, and with such

officers so elected subject to normal progression rules as identified in Section 1 above for succeeding terms.

Upon vacancy of the Past Chair, the immediate former Past Chair will be requested to serve an additional term as Past Chair. In the event, the immediate Past Chair is unable or unwilling to serve an additional term, the Vice Chair will move to the position of Past Chair, Treasurer to Chair and both Treasurer and Vice Chair positions will be filled will a special election or at the Annual Meeting.

Upon vacancy occurring among the Regional Representatives, the Region shall fill such position for the balance of the then-current term, and pursuant to Article VIII, Section 2.

Section 6. The presence of a majority of the members of the Board shall constitute a quorum at any meeting thereof, but the members present at any meeting, although less than a quorum, may adjourn the meeting from time to time. At all meetings of the Board, each director shall be entitled to cast one vote on any question coming before the meeting. A majority vote of the directors in attendance at any meeting at which there is a quorum shall be sufficient to transact any business, unless a greater number of votes is required by law or these Bylaws. A director shall not appoint a proxy for himself or herself or vote by proxy at a meeting of the Board. For purposes of determining whether a director has met his or her fiduciary duties as a director, but for no other purpose, a director who is present at a meeting of the Board when an action is approved by the Board is presumed to have assented to the action, unless the director votes against the action or is prohibited from voting on the action.

Section 7. The Chairperson shall preside at all meetings of the Board, and shall also serve as MnCCC's principal spokesperson.

Section 8. The Vice Chairperson shall act as the Chairperson by written direction of the Chairperson, and/or in the absence of the Chairperson at any meeting that the Chairperson cannot attend.

Section 9. The Treasurer shall be responsible for keeping a record of all the proceedings of the Board, for custody of all funds, for the keeping of all financial records of the organization and for such other matters as shall be delegated him/her by the Board.

Section 10. The Board may appoint a recording secretary, who, if appointed, shall assist the Treasurer in making a written record of all MnCCC meetings, and with such other duties or assignments as the Chairperson or Treasurer may designate.

Section 11. The Board may create, modify or disband User Groups, the ISSG or any special groups or committees, and may also appoint persons as deemed appropriate to serve on special committees.

Section 12. The Board may be delegated any special responsibilities and authority at the discretion of the Board, unless otherwise specifically provided for by the Joint Powers Agreement or these Bylaws.

Section 13. The Board or its designees shall participate in the negotiation of contracts with vendors chosen by majority vote of the appropriate User Group or special committee for goods or services and may execute contracts only after approval of a majority of the Members and Licensees participating in the User Group or special group or committee.

Section 14. The Board shall also negotiate and execute contracts for goods and services already approved in MnCCC's annual budget.

Section 15. Any meeting among Members may be conducted wholly or in part by one or more means of remote communication (conference telephone, webcast or such alternate means as may be authorized by the Board from time to time, and where all attendees physically present at the meeting and those participating remotely may hear and communicate with each other during the meeting), provided that timely, valid notice is given, and the number of Voting Members so participating in such meeting is sufficient to constitute a quorum.

Section 16. Any action required or permitted to be taken at a meeting of the Members may be taken by written action signed (or electronic ballot cast) by the number of Voting Members that would be required to take the same action at a meeting of the Members at which all Voting Members were present. All Members shall be notified immediately of the text and effective date of any such written action that is duly taken. Such written action is effective when signed by the requisite number of Voting Members, unless a different effective time is provided for in the written action.

ARTICLE IX: STAFF

Section 1. The Board may employ or contract for appropriate full time or part time professional, administrative, technical or other staff members. Changes in the number of staff positions shall be approved by the Voting Members.

ARTICLE X: COST SHARING AND FUNDS

Section 1. The fiscal year of MnCCC shall be the calendar year, beginning January 1 and ending December 31.

Section 2. Subject to approval by the majority of the Voting Members at the Annual Meeting, the Board shall calculate and propose annual Dues and Charges through an equitable cost-sharing formula and annual budget. Upon approval at the Annual Meeting, the cost-sharing formula and annual budget for the next fiscal year shall be final and binding, and a summary thereof shall be prepared and made available to each Member and Licensee no later than July 15th of each year.

Section 3. In the absence of a specific agreement stating otherwise, MnCCC's development costs will be shared equally by those Members and Licensees participating in and

belonging to the applicable User Group. In development programs where all members are participating, new User Group members shall participate and share equally by making an initial payment calculated to cover its pro-rata, equitable share of the development costs accrued to the point of becoming a User Group member. In development programs where all User Group members are not participating, new User Group members have the option to participate or not to participate. Where a specific agreement has been approved by majority vote of any User Group, that agreement shall govern the methods used by the Board to allocate and invoice for cost sharing.

Section 4. Dues or other Charges are payable in full upon receipt of invoice from MnCCC and are nonrefundable.

Section 5. Failure to pay, within sixty (60) days of date of invoice, any MnCCC Dues, Charges, or other amounts billed by MnCCC shall result in a late-payment penalty charge at the lower rate of: (a) one percent (1%) per month compounded monthly on the unpaid balance. The Board shall have authority to waive any late-payment penalty charge, upon a showing of excusable neglect or other good cause, as determined in its sole discretion. Each Joint Powers Agreement and Licensee Agreement shall contain provisions obligating each Member (or Licensee) to pay or reimburse MnCCC for its reasonable attorney's fees and other expenses incurred in the enforcement of any MnCCC right or remedy thereunder.

Section 6. The Treasurer shall be authorized to establish one or more bank accounts for MnCCC, with preference given to federally insured financial institution.

Section 7. By using the modified accrual basis for accounting, expenditures of MnCCC shall not exceed the total approved budget for any one-year; with the exception of the equipment budget which can be carried over year-to-year to be used for equipment purchases only.

ARTICLE XI: MEETINGS

Section 1. The annual meeting of Members (the "Annual Meeting") shall be held each June at a date and location determined by the Board in accordance with these Bylaws. The Annual Meeting shall be held for the election of officer(s), the establishment of an equitable Dues structure and adoption of an annual budget for the following next year, and any other business as deemed appropriate by the Board. All Members and Licensees shall receive notices of the Annual Meeting, as well as access to those reports prepared for the Annual Meeting, although voting is limited to Voting Members.

Section 2. The Board shall present an annual report to members of the activities of MnCCC. The Board shall keep true and accurate accounts and records of all of its activities.

Section 3. Meetings of the regional membership may be held quarterly or at the call of the duly elected Regional Representative, but shall be held at least annually in all cases.

Section 4. A special meeting of Members may be called by the Chairperson upon giving at least ten (10) days written notice to all Members. Notice of a special meeting may be waived by

any Voting Member before, at, or after such meeting, by a writing signed on behalf of such Voting Member.

Section 5. The regular monthly meeting of the Board shall be held on the second Thursday of each month, which time may be rescheduled in any month for good cause by the Chairperson.

Section 6. A quorum shall consist of 50% or more of the members of the Board, and a vote by the majority present shall determine each Board action.

Section 7. Roberts Rules of Order shall be followed in the conduct of each meeting unless suspended by the members of the Board in attendance at the meeting.

ARTICLE XII: AMENDMENT OF BYLAWS

Section 1. These Bylaws may be amended by affirmative two-thirds vote of Voting Members in attendance at the Annual Meeting or any other duly-called meeting of the Voting Members, or by ballot and approved in the manner identified in Article VII, provided that notice of such proposed amendment shall have been given in writing at least ten (10) days in advance to all Members. The Board shall forthwith notify the Members of any and all amendments adopted.

ARTICLE XIII: FINANCIAL OBLIGATION

Section 1. Pursuant to each Member's Joint Powers Agreement, a Member must provide MnCCC with written notice of its objection to any new proposed financial obligation, other than future Dues, which are exclusively subject to the provisions of Article X above, or One-time Fees, Charges, previously assessed to such Member. Written notice of such objection must be provided within forty-five (45) days of initial notification of the financial obligation by giving written notice to the Executive Director. Declination of any proposed financial obligation may result in suspension or termination of Member rights in the User Group where the financial obligation was approved. Delinquent payment of any amounts owed may also result in suspension and/or termination of any Member or Licensee, in each case, as determined by the Board in its sole discretion.

These Amended and Restated Bylaws have been dated and are effective as of the 8th day of June, 2016.

**AMENDED AND RESTATED
JOINT POWERS AGREEMENT**

THIS AMENDED AND RESTATED JOINT POWERS AGREEMENT, made as of the 8th day of June, 2016, by and between the Minnesota Counties Computer Cooperative ("MnCCC") and _____ ("Member"), to amend, restate and redefine the operation of MnCCC, and the rights, benefits, obligations and liabilities of MnCCC members.

WITNESSETH:

WHEREAS, MnCCC and its participating members have established by agreement an organization through which the parties may jointly and cooperatively provide for the establishment, operation, and maintenance of data processing facilities, software and other information management systems for the use and benefit of the parties; and

WHEREAS, Minnesota Statutes, Section 471.59, authorizes two or more units of government jointly or cooperatively to exercise any power common to the parties or any other similar power and by agreement to provide for a joint board representing the parties to the agreement;

NOW THEREFORE, in consideration of the mutual covenants and agreements hereinafter set forth, and pursuant to Minnesota Statutes, Section 471.59, as amended, and any other applicable statutes, the parties hereto do hereby mutually agree, affirm and agree as follows:

Article I: Purpose

Member and the other members of MnCCC have agreed to a cooperative mechanism, enabling them to jointly exercise powers common to each participating member to:

- A. Develop, maintain and enhance proprietary software programs and related information systems and services of interest to MnCCC members and licensees, that can be registered and owned by MnCCC, and which may also be offered to third parties for commercialization by license or other agreement outside of Minnesota;
- B. Acquire or license third party software programs and related information systems and services of interest to MnCCC members;
- C. Provide for post-installation training, maintenance, support, enhancement and related managed professional services for MnCCC software programs and related information systems;
- D. Pursue government and related technology grants and related opportunities to acquire or improve software programs and information systems of interest to MnCCC members and eligible licensees;

- E. Assess, collect, hold and disburse dues, contract payments and other member contributions authorized by the Board;
- F. Employ a full time Executive Director to administer MnCCC operations and directives of the Board, and such other employees as may be necessary or desirable to administer MnCCC operations;
- G. Rent, purchase or otherwise acquire and hold property and other assets necessary or reasonably desirable for the successful operation of the MnCCC;
- H. Organize and conduct annual regional and MnCCC conferences, User Group training sessions, workshops and other meetings of members and licensees; and
- I. Establish and maintain a listing of such minimum acceptable contract terms to be included in any software license or managed services agreement, including such minimum required liability insurance obligations for all such licensors or service providers that meet or exceed the minimum standards as recommended from time to time by the Minnesota Counties Intergovernmental Trust (MCIT), or of any other primary insurer of MnCCC.
- J. Engage in such other similar or related services and programs as determined by the Board as are incident to and proper or reasonable to carry out the foregoing.

It is further the intent of the members to establish procedures whereby additional qualifying members may be added to Agreement, and to establish a mechanism whereby additional and/or alternative programs and services may be developed for the benefit of MnCCC members and eligible software licensees.

Article II: Name

The name of this joint powers entity shall be the MINNESOTA COUNTIES COMPUTER COOPERATIVE, hereinafter sometimes referred to as the "MnCCC".

Article III: Membership

Membership in the MnCCC shall be open to any governmental unit or other political subdivision of the State of Minnesota as contemplated by M.S. 471.59 Subdivision 1. The Board may impose such conditions on membership, and may create or modify different classes, levels or types of membership within MnCCC, with differing member rights, privileges or obligations as it deems appropriate to protect the interest of the MnCCC and to provide for the benefit of its members; and in compliance with such conditions as are required by this Agreement, then-current Bylaws as amended ("Bylaws"), or by applicable statutes, administrative rules or other applicable Minnesota regulations for Minnesota joint powers organizations. During the term of membership, Member shall be entitled to use software and related managed professional services

for all software in use by any User Group that Member belongs to, subject to payment of all applicable User Group fees or other associated charges relating to such software.

Member agrees that such access and use of software is also contingent upon and subject at all times to compliance with all then-current MnCCC software and information systems rules and regulations (as well as those license and other covenants and obligations made by MnCCC with any third party owners). Member shall maintain in strictest confidence any and all software source code, user documentation or other confidential asset of MnCCC and/or any third party licensor, and acknowledges that such access and usage is reserved and authorized solely for Member's confidential internal use only, and that Member has no right to, and will not sell, license, distribute, transfer or otherwise make any unauthorized copy of any software source or object code or system or user documentation or any derivatives thereof, or to make any other unauthorized use of such assets without the prior written authorization of the MnCCC Board or the Executive Director; and that all MnCCC or third party licensor software or other property (including copies thereof) will be removed from such Member's computer system and returned to MnCCC (or destroyed, if so requested by MnCCC), promptly following such Member's withdrawal, other termination of membership, or following any uncured breach of such license or other software use agreement. In the event that any Member is authorized to and modifies the source code, such Member shall indemnify, defend and hold the MnCCC, other members or licensees, harmless from any claims resulting from such modifications, as well as for any unauthorized disclosure or other unauthorized use of such source code.

Article IV: Board of Directors

There is hereby created a Board of Directors of the MnCCC, herein referred to as the "Board", which shall be empowered to oversee and administer the MnCCC, in the manner provided in the Bylaws, as may be amended from time to time. The Board shall be fully empowered to oversee and direct all the affairs of the MnCCC and to do all things necessary or convenient for the furtherance of the purposes of the MnCCC, including but not limited to: expending and receiving funds; entering into contracts, leases, and other agreements and obligations; employing personnel either as employees or by contract, including consultants, such as technology advisors, attorneys, accountants or others. At all times as Member is an eligible Voting Member (as such term is defined in the Bylaws), Member and each other eligible MnCCC Voting Member shall elect those Board representatives as provided in the Bylaws, who shall each serve for an indefinite term and until such Board representative dies, resigns, retires from employment with, or is otherwise removed or replaced by the affirmative vote of a majority of the Voting Members present and participating at the Annual Meeting, or at a special meeting of the Voting Members called, noticed and held for such purposes.

The Board shall have the full authority and direction of Member to oversee and manage the business of the MnCCC, except:(a) as may be limited or otherwise modified from time to time by any resolution duly approved by the majority affirmative vote of Voting Members in attendance at the Annual Meeting, or at a special meeting of Voting Members called, noticed and held for such purposes; or (b) and/or except for matters of long range policy, or any proposed amendment of this Agreement or of the Bylaws; or (c) the approval of the MnCCC annual budget, which shall each be the exclusive province of the Voting Members. The MnCCC Board

shall be comprised of the officers, regional representatives, and the Information Service Support Group at-large Member, all as designated in the Bylaws, and a majority of all then-current Board members shall be necessary and sufficient to constitute a quorum for the transaction of business.

Article V: User Groups

The Board shall be empowered to create, manage, modify, or terminate MnCCC user groups, to be comprised of members and other licensed end users of similar software programs and other information systems ("User Groups"), to be operated under such standard User Group rules and regulations as have been approved from time to time by the Board (the "User Group Rules and Regulations"). Subject to Board approval, User Groups may elect and replace User Group officers; create and administer annual User Group budgets; and prepare recommendations for User Group software or information systems acquisitions, enhancements or related services of interest to that User Group's participants, or propose revisions to its User Group's Rules and Regulations.

Article VI: Bylaws and Operating Policies and Procedures

MnCCC's then-current Voting Members shall adopt, and shall have the sole power and authority to amend or replace the Bylaws, which shall provide for the operation and administration of the MnCCC. The Voting Members, by resolution of the affirmative two-thirds vote of eligible Voting Members in attendance at the Annual Meeting, or at any special meeting called, noticed and held for such purpose, or by ballot in lieu of a meeting, may also adopt and modify User Group Rules, or any other operating policies and procedures, or other policies or agreements that may be created or utilized from time to time to direct and document the specific activities of the MnCCC, consistent with this Agreement and the Bylaws.

Article VII: Financial Matters/Limitation of Liability

MnCCC shall have a calendar fiscal year beginning January 1 and ending each December 31. On or before June 1 of each year, the MnCCC Board shall prepare and circulate to each Member a proposed annual budget for the following calendar fiscal year, comprised of budgeted operating costs, other expenses, capital costs and other revenues and expense categories, which budget will be subject to review, adjustment and/or approval for the next year by the affirmative majority vote of Voting Members at the Annual Meeting, to be held each June. During each fiscal year, the approved MnCCC budget and individual line items therein may be adjusted by the Board in order to reflect actual costs incurred; changes in estimated expenses, costs or revenues; or reallocation of budgeted costs and expenses, with any such adjustments promptly reported to all MnCCC members. Each User Group shall be responsible for determining and providing amounts to MnCCC's Executive Director by June 30 of each fiscal year, which will be invoiced to participating User Group members for the following year's participation and other shared fees and expenses and as otherwise provided in the Bylaws.

Member agrees to promptly pay its proportional share of all MnCCC expenses, as well as its User Group fees or other contributions upon receipt of and in the manner designated in MnCCC invoices, and to pay or reimburse MnCCC for its reasonable attorney's fees or other costs

incurred in enforcement of this Agreement (collectively, "Costs"). All software licenses and similar agreements will include comparable provisions for User Group Members, or for licensee User Group participants, who are not eligible for MnCCC membership as defined in Article III above. Member will be temporarily ineligible to vote if and for as long as any invoice(s) and any interest or other expenses remain unpaid. Minnesota Statutes Chapter 118A shall govern all depositories and investments of MnCCC funds.

The Board may, at its discretion and from time to time, determine that an assessment is necessary to insure the financial integrity of the MnCCC, to operate and maintain the MnCCC or to carry out other purposes of the MnCCC pursuant to this Agreement. Such assessments shall be in a form, manner and amount as determined by the Board, and shall be payable to MnCCC by Member and other members in the manner specified by the Board, provided that any proposed assessment of Member that exceeds the amount of \$50,000 will not be binding unless and until such assessment has also been ratified by a majority of the applicable County Board of Commissioners or other ultimate governing bodies of those Voting Members present and voting at the Annual Meeting, or at a special meeting of all MnCCC Voting Members called, noticed and held for such purpose.

To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity", and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, Subd. 1a; provided further that for purposes of that statute, Member expressly declines responsibility for the acts or omissions of MnCCC, or of any other MnCCC member. The parties to this Agreement are not liable for the acts or omissions of the other participants to this Agreement, except to the extent to which they have expressly agreed in writing to be responsible for acts or omissions of any other MnCCC member(s) and except as provided in Article IX.B. of this Agreement.

Article VIII: Withdrawal of Member

Member or any other MnCCC members may only withdraw from this Agreement, or any MnCCC User Group created pursuant to Article V, in the manner provided in this Article VIII. To withdraw from a User Group and/or the MnCCC, Member must first give at least ninety (90) days prior written notice of its intent to do so to the MnCCC's Executive Director, to be delivered by certified or registered mail or national overnight courier service or by facsimile or email, in cases where Member can provide verified, reliable proof of delivery, with such withdrawal to become effective as of the first day of the calendar quarter following the quarter in which such notice was given and the 90 day notice period expires.

Member shall remain jointly and severally liable for its full share of all fees, costs, expenses, debts, obligations and liabilities which were incurred by or on its behalf during the term of its membership, including, without limitation, any such amounts attributable to Member's participation in any User Group for then-current or pending software or other information system deliverable, service obligation, updates, enhancements or other participatory projects or other work then in progress through the expiration or conclusion of each such User Group program as approved by the User Group prior to Member's delivery of the termination notice specified in the

prior paragraph. Member's financial withdrawal liability and payment arrangements therefor will be determined by the Board, who shall calculate and offer a present value discount if such liabilities are paid as a lump sum by the Member on or prior to the effective date of termination. Member shall also be liable for all MnCCC enforcement Costs for any withdrawal obligation not paid within 10 days of invoice, or of such other payment deadline as specified by the Board.

Member's withdrawal shall not affect the continuance of the MnCCC or any User Group by the remaining members and other participants. If Member terminates or ceases to qualify for participation in the MnCCC, Member shall have no right or claim to the assets, reserves or other holdings of the MnCCC on withdrawal or termination, unless deemed appropriate by the Board, who may, in its sole discretion, determine the nature and timing of any distribution of assets to a withdrawing member.

Member may apply for post-termination use of MnCCC software in use by such Member as of withdrawal, in the same manner as provided in Article X below for termination of MnCCC membership.

Article IX: Insurance

From time to time, MnCCC may purchase and maintain liability insurance coverage with carriers and such coverage terms as are approved by the Board, in order to insure the activities of MnCCC and its joint software, information systems and services, with copies of such policies made available to members upon request.

- A. MnCCC shall be considered a separate and distinct public entity to which the parties have transferred all responsibility and control for actions taken pursuant to this Amended and Restated Joint Powers Agreement. MnCCC shall comply with all laws and rules that govern a public entity in the State of Minnesota, and shall be entitled to the protections of Minnesota Statutes, Chapter 466.
- B. MnCCC shall defend, indemnify and hold Member harmless against all claims, losses, liability, suits, judgment, costs and expenses by reason of the action or inaction of the Board and/or employees and/or the agents of MnCCC. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes, Section 466.04.

Article X: Term of Agreement/Termination of All Member Agreements

This Agreement shall remain in effect indefinitely until:

- A. Terminated by the written agreement of Member and all other MnCCC members;
- B. Suspended or superseded by a subsequent agreement between all MnCCC members, adopted and approved at a duly called meeting or otherwise as provided by the Bylaws;

- C. Dissolution of MnCCC by affirmative vote of a majority of its members;
- D. Otherwise terminated by operation of law;

In the event that the MnCCC is terminated as specified in subsections (A)-(D) above, and subject to the provisions of Article XII below relating to potential future use of software products then in use by MnCCC, any property or other assets acquired by the Board shall be distributed to Member and the then-current other members in a manner commensurate with their contributions, or otherwise as determined by the Board. However, sufficient reserves shall be retained and maintained consistent with the MnCCC's obligations and known or foreseeable risks, under this Agreement, the Bylaws, and applicable laws or regulations.

Article XI: Term of Agreement/Termination of Member's Agreement

This Agreement shall remain in effect indefinitely until:

- A. Terminated by the mutual written agreement of MnCCC and Member; or
- B. Terminated by MnCCC following delivery of any exclusion notice issued by MnCCC to Member under [Article VI] of the then-current MnCCC Bylaws, or otherwise in any manner provided for therein.

Article XII: Post Termination Use of MnCCC Software

Termination under Article X or Article XI will also terminate Member's rights and license to use MnCCC software or related services, except with MnCCC's express prior written consent. MnCCC agrees to grant its consent upon request and provided that Member is no longer delinquent in any payment or other pre-termination obligations for the then-current version(s) of any software owned by MnCCC, and/or licensed from third parties and sublicensable after termination of such membership. Any such post-termination use of software by a former Member will be on a nonexclusive, nontransferable basis; fully subject to the terms of any then-current license or sublicense agreements; and contingent on the execution of an assumption, release and indemnification agreement in a form specified by MnCCC, acknowledging that such software is being acquired without warranty and in "AS IS" condition, and that the user(s) thereof will indemnify, defend and hold MnCCC, its other members, employees, licensees and other affiliates harmless from any liability for post- termination use thereof.

Article XIII: Entire Agreement; Amendments

This Agreement, the Bylaws and applicable User Group Rules and Regulations constitute the parties' entire agreement and understanding regarding the organization and general operation of the MnCCC. This Agreement replaces all prior oral or written agreements or understandings regarding the common exercise of joint powers as contemplated by Minnesota Statutes § 471.59. Any Voting Member may propose one or more amendments to this Agreement, which shall be forwarded to all Members upon receipt. In order to amend this Agreement, the Voting Members, by resolution of the affirmative majority vote of eligible Voting Members in attendance at the

Annual Meeting, or at any special meeting called, noticed and held for such purpose, or by ballot must affirmatively approve of such amendment, effective as of the date of the meeting or resolution, or such later affirmative date as may be specified therein.

Article XIV: Remedies

Failure to pay, within sixty (60) days of date of invoice, any MnCCC Dues, Charges, or other amounts billed by MnCCC shall result in a late-payment penalty charge at the lower rate of: (a) one percent (1%) per month compounded monthly on the unpaid balance. The Board shall have authority to waive any late-payment penalty charge, upon a showing of excusable neglect or other good cause, as determined in its sole discretion. Each Joint Powers Agreement and Licensee Agreement shall contain provisions obligating each Member (or Licensee) to pay or reimburse MnCCC for its reasonable attorney's fees and other expenses incurred in the enforcement of any MnCCC right or remedy thereunder.

Article XV: Governing Law/Jurisdiction and Venue


This Agreement will be governed by the laws of the State of Minnesota. Each party irrevocably submits to the jurisdiction of the applicable federal or state courts located in Ramsey County, Minnesota. Member and MnCCC each agree that such courts shall be the exclusive venues for any disputes arising hereunder.

IN WITNESS WHEREOF, the undersigned Member and MnCCC have caused this agreement to be signed in duplicate or counterpart originals, all of which are considered to be a single agreement dated and effective as of the date hereof and delivered on their behalves.

_____ (MEMBER)

MINNESOTA COUNTIES
COMPUTER COOPERATIVE (MnCCC)

By: _____

By: 
Dayle Moore, Board Chair

Name: _____
Board Chair

And: 
Lisa Christine Meredith
Executive Director



When A Contract Ratification is Required and Why...

What is a Contract Ratification? A Contract Ratification is a form that is sent to a member board to acknowledge receipt of a copy of a contract, agreement to terms, and commitment to both terms and financial obligations during the term of the contract.

When is it required? When a User Group Contract requires a certain minimum amount (either by number of participants or some number representing the total number of participating members – e.g. parcel count, population, or employee count) during the entire term of the contract AND the user group would be required to absorb the costs if a member were to leave the user group. The contract would be required to be ratified by each participating member for each contract terms to commit the participating member to remain with the user group and pay all designated contract amounts until which time the contract expires or is modified (through amendment or change in membership) to allow them to leave.

How to enforce a required Contract Ratification? We recommended User Group Rules and Regulations contain the following language or similar language when a contract ratification is required...

Members of the XXX User Group agree to pay the dues established by the MCCC Board of Directors as provided for in Article X., Sections 2 and 4 of the MCCC Bylaws. The Maintenance and Support Contract shall be ratified by the Governing Board of each Member Agency within 90 days after signing by MCCC and the chair. Voting rights and enhancement rights will be placed on hold for agencies without a ratification statement on file after the 90 day period unless this is waived by the Chair of the XXX User Group due to extenuating circumstances. Member agencies may not submit requests for participatory enhancements without a contract ratification on file with MCCC. Member Agencies must promptly pay their assigned rates for Maintenance and Support when billed by MCCC.

When is a Contract Ratification not required?

- When participation in a contract requires a member to agree to terms outlined in a participatory work order (similar to a purchase order). The participatory work order includes terms, pricing, and references the master agreement; it also requires signatures from both an authorized representative of the member and the MnCCC Executive Director; in some cases, the user group chair is also required to sign.
- When a vendor contract allows users to add and leave a contract with no penalty to the remaining user group members and no contract minimums at risk. In these cases, both the contract and the user group rules and regulations shall contain the required notification process for leaving the user group. Member will be responsible for all fees until which time the proper notification process is met.

Adopted by the MnCCC Board December 10, 2015.



Board of County Commissioners Agenda Request

2F

Agenda Item #

Requested Meeting Date: August 9, 2016

Title of Item: Letter of Support - Rural Rides

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☒ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

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

**provide copy of hearing notice that was published*

Submitted by:
Nathan Burkett

Department:
Administration

Presenter (Name and Title):

Estimated Time Needed:

Summary of Issue:

Luke Christensen, Transportation Advocate for Arrowhead Transit has requested a letter of support for Rural Rides Initiative which is operated by Arrowhead Economic Opportunity Agency in Aitkin.

Attached is a copy of the letter of support.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve letter and authorize Board Chair's signature

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☐ No

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

Is this budgeted? ☐ Yes ☐ No

Please Explain:

AITKIN COUNTY COMMISSIONERS

Aitkin County Courthouse
217 Second Street N.W. - Room 134
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

August 9, 2016

Don Mohawk, Program Manager
MN/DOT Office of Transit
395 St. John Ireland Blvd.
St. Paul, MN 55155

Dear Mr. Mohawk:

The Aitkin County Board of Commissioners has been asked to provide a letter of support for the proposed Rural Rides Initiative to be operated by Arrowhead Economic Opportunity Agency in Aitkin County. Once again, transportation has emerged as an area of high need in Aitkin County.

The Aitkin County Board of Commissioners is supportive of services that help meet the needs of area residents when our community is unable to provide such services or where those services are not currently being provided by someone else.

Sincerely,

J. Mark Wedel
Aitkin County Board Chair

Partnering to end Poverty

July 12, 2016

Don Mohawk, Program Manager
MN/DOT Office of Transit
395 St. John Ireland Blvd.
St. Paul, MN 55155

COPY



Dear Mr. Mohawk

Lakes and Pine CAC has been asked to provide a letter of support for the proposed Rural Rides Initiative to be operated by Arrowhead Economic Opportunity Agency in Aitkin County. Once again, transportation has emerged as an area of high need in the Lakes and Pines Community Assessment.

Lakes and Pines is supportive of services that meet the needs of area residents when we ourselves are unable to provide such services or where those services are not currently being provided by someone else.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'R' followed by a series of loops and a trailing line.

Robert Benes
Executive Director

1700 Maple Avenue East • Mora, MN 55051-1227
Office and TDD • 320/679-1800 • FAX 320/679-4139

Special accommodations for people with disabilities upon request.

Serving the counties of Aitkin, Carlton, Chisago, Isanti, Kanabec, Mille Lacs and Pine
An Equal Opportunity Employer/Contractor



Board of County Commissioners Agenda Request

2G

Agenda Item #

Requested Meeting Date: 8/9/2016

Title of Item: Repurchase application - Duffy - Plat of Indian Portage

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: Tasha Duffy - South St. Paul, MN is making application to repurchase tax-forfeited property: Plat of Indian Portage - Lots 12-15, Block 25 - 20-49-23 (Shamrock). The application (attached) and the required repurchase fee have been submitted.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: I recommend approval of the repurchase.		
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>		

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

ADOPTED August 9, 2016

By Commissioner: xx

20160809-0xx

Repurchase Application - Duffy

WHEREAS, Tasha Duffy of 923 15th Ave No South St Paul, Mn. 55075, the former owner has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Plat of Indian Portage – Lots 12, 13, 14, 15 Block 25

and, WHEREAS, said applicant has set forth in his application that:

- a) a hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:
- b) that the repurchase of said land by me will promote and best serve the public interest, because:
In the past few years of losing both my mother (2011) and father (2015) quite quickly to Stage 4 cancers, and previous to that my grandmother (2004) and cousin (2008) (like my sister) suddenly, there has been a continued hardship and tumultuous rhythm in my life. The forfeiture was unintentional and as I had moved my mother, then father, then myself, switched addresses 3 times and 2 estate closing in 4 years of each other, I inadvertently messed up my own accountabilities here. My true intention is to repurchase said land to restore my grandmother and grandfathers original intention of inheritance and put right my misstep of thinking I was okay here. All of this loss and transition has been a huge life lesson and major change. Being the only child I intended to always do my best to follow through on all responsibilities. It would mean the world to me to be permitted / approved for repurchase and continue to make memories in Aitkin County as my family has since the 1950's. Our family still visits and own lots in this area. Thank you to everyone (Kathy) for helping to find all of the information. All my best. Tasha Duffy.

and WHEREAS, this board is of the opinion that said application should be granted for such reasons.

NOW THEREFORE BE IT RESOLVED, that the application of Tasha Duffy for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241 as amended.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

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

I, Nathan Burkett, 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 9th day of August 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of August 2016

Nathan Burkett
County Administrator

Tasha Duffy
July 11, 2016
29-1-114600

Interest calc July 31, 2016

<u>Year</u>	<u>Tax</u>	<u>Cost</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -		\$ -	\$ -	\$ -
2004	\$ 24.07		\$ 29.71	\$ 1.58	\$ 55.36
2005	\$ -	\$ -	\$ -	\$ -	\$ -
2012	\$ 90.00	\$ -	\$ 35.47	\$ 9.00	\$ 134.47
2013	\$ 96.00		\$ 27.28	\$ 9.60	\$ 132.88
2014	\$ 102.00	\$ -	\$ 17.76	\$ 10.20	\$ 129.96
2015	\$ 102.00	\$ -	\$ 6.57	\$ 10.60	\$ 119.17
2016	\$ 106.00	\$ -	\$ -	\$ 2.65	\$ 108.65
Total:	\$ 520.07	\$ -	\$ 116.80	\$ 43.63	\$ 680.50

Total:	680.50
St Deed Tax	2.25
Forf Proc Cost	100.00
Sheriff Cost	40.00
Deed	25.00
Land Dept Cost	200.00
Rec Fee	46.00
Crt Letter Fee-Auditor	6.48
Crt Letter Fee-Land	6.48
<u>Insurance</u>	<u>0.00</u>
Total:	1,106.71

received in
cash



Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: 8/9/2016

Title of Item: Easement request - Heuer 13/14-48-25

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: Eleanor Heuer - Forest Lake, MN is requesting a recreational road easement across County administered land (Long Lake Conservation Center) in S 13/14 T48 R 25 (Fleming), to access their property on Townline Lake. The 33-foot wide easement is 4935.6 feet in length = 3.74-acres 3.74 acres x \$1310/acre (land value) = \$4899.40 Recording fee = \$46.00 Total fee = \$4945.40 The application and the required \$400 application fee have been submitted.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: I recommend approval of the easement contingent on all applicable fees being paid (\$4945.40).		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED August 9, 2016

By Commissioner: xx

20160809-0xx

Easement Request - Heuer

WHEREAS, Eleanor Heuer of 844 12th Ave SE Forest Lake, Mn. 55025 has made application for a recreational road easement to her property, as follows:

That part of Government Lot 3, Section 18, Township 48, Range 24, Aitkin County, Minnesota, described as follows:

Commencing at the southwest corner of said Government Lot 3; thence north along the west line of said Government Lot 3 a distance of 150 feet to the actual place of beginning described herein; thence South 89 degrees 42 minutes East parallel with the south line of said Government Lot 3 a distance of 150 feet; thence North 47 degrees 53 minutes East, a distance of 260.3 feet to the shoreline of Townline Lake; thence northerly along the shoreline of said Townline Lake to the west line of said Government Lot 3; thence south along the west line of said Government Lot 3 a distance of 377.5 feet, more or less, to the actual place of beginning and there terminating.

ALSO

That part of Government Lot 3, Section 18, Township 48, Range 24, Aitkin County, Minnesota, described as follows:

Beginning at the southwest corner of said Government Lot 3; thence north along the west line of said Government Lot 3 a distance of 150 feet; thence South 89 degrees 42 minutes East parallel with the south line of said Government Lot 3 a distance of 150 feet; thence North 47 degrees 53 minutes East, a distance of 260.3 feet, more or less, to the shoreline of Townline Lake; thence southerly along said lakeshore of said Townline Lake to the south line of said Government Lot 3; thence North 89 degrees 42 minutes West along the south line of said Government Lot 3 a distance of 349 feet, more or less, to the place of beginning.

over and across the following tax forfeited land to wit:

A 33 foot easement for ingress and egress over and across that part of the SE ¼ of the NE ¼, NE 1/4 of the SE 1/4, NW 1/4 of the SE 1/4, NE 1/4 of the SW 1/4, NW 1/4 of the SW 1/4, SW 1/4 of the NW 1/4 of Section 13 and the SE 1/4 of the NE 1/4, NE 1/4 of the SE 1/4 of Section 14, all in Township 48, Range 25, Aitkin County, Minnesota, lying 16.5 feet on each side of the following described line, said line being the centerline of an existing driveway and roadway; Beginning at a point on the East line of said Section 13, distant 72.00 feet northerly of the East 1/4 corner of said Section 13 (for the purpose of this description the East-West 1/4 line for said Section 13 is to have an assumed bearing of North 87 degrees 45 minutes 45 seconds East); thence along the centerline of said driveway on the approximate courses; South 39 degrees 07 minutes 52 seconds West, 27.44 feet; thence South 21 degrees 13 minutes 39 seconds West, 126.84 feet; thence South 23 degrees 14 minutes 16 seconds East, 89.50 feet; thence South 10 degrees 40 minutes 50 seconds West, 36.55 feet; thence South 53 degrees 24 minutes 06 seconds West, 44.99 feet to the intersection of said driveway with said roadway; thence along said roadway on the approximate courses; North 89 degrees 34 minutes 14 seconds West, 244.06 feet; thence North 85 degrees 05 minutes 46 seconds West, 127.84 feet; thence South 88 degrees 45 minutes 34 seconds West, 114.35 feet; thence South 83 degrees 15 minutes 50 seconds West, 91.56 feet; thence South 89 degrees 51 minutes 20 seconds West, 210.58 feet; thence South 83 degrees 36 minutes 38 seconds West, 265.16 feet; thence South 73 degrees 54 minutes 20 seconds West, 120.37 feet; thence South 81 degrees 34 minutes 42 seconds West, 221.58 feet; thence South 88 degrees 00 minutes 13 seconds West, 81.37 feet; thence South 81 degrees 01 minute 55 seconds West, 124.19 feet; thence North 78 degrees 05 minutes 36 seconds West, 239.75 feet; thence South 89 degrees 38 minutes 14 seconds West, 67.42 feet; thence South 63 degrees 24 minutes 29 seconds West, 66.74 feet; thence South 41

degrees 27 minutes 59 seconds West, 86.15 feet; thence South 72 degrees 56 minutes 43 seconds West, 47.82 feet; thence North 87 degrees 59 minutes 41 seconds West, 289.03 feet; thence North 77 degrees 33 minutes 44 seconds West, 183.51 feet; thence North 83 degrees 48 minutes 17 seconds West, 185.62 feet; thence North 79 degrees 55 minutes 39 seconds West, 88.13 feet; thence North 84 degrees 36 minutes 36 seconds West, 97.25 feet; thence South 87 degrees 12 minutes 30 seconds West, 107.30 feet; thence South 48 degrees 05 minutes 24 seconds West, 79.68 feet; thence South 61 degrees 52 minutes 18 seconds West, 91.99 feet; thence South 83 degrees 53 minutes 18 seconds West, 175.23 feet; thence North 83 degrees 35 minutes 25 seconds West, 84.33 feet; thence South 86 degrees 30 minutes 23 seconds West, 64.84 feet; thence South 75 degrees 58 minutes 42 seconds West, 148.28 feet; thence South 67 degrees 57 minutes 22 seconds West, 128.68 feet; thence South 82 degrees 01 minute 06 seconds West, 176.36 feet; thence North 88 degrees 31 minutes 51 seconds West, 66.21 feet; thence South 73 degrees 10 minutes 16 seconds West, 67.37 feet; thence South 79 degrees 18 minutes 23 seconds West, 130.00 feet; thence South 86 degrees 54 minutes 17 seconds West, 224.29 feet; thence North 80 degrees 12 minutes 44 seconds West, 172.19 feet; thence North 50 degrees 28 minutes 19 seconds West, 119.08 feet; thence North 58 degrees 32 minutes 32 seconds West, 222.66 feet; thence North 39 degrees 42 minutes 25 seconds West, 45.99 feet; thence North 52 degrees 58 minutes 40 seconds West, 67.14 feet; thence North 75 degrees 23 minutes 39 seconds West, 269.44 feet; thence North 84 degrees 21 minutes 43 seconds West, 147.69 feet; thence South 86 degrees 17 minutes 48 seconds West, 82.72 feet; thence North 68 degrees 04 minutes 54 seconds West, 34.55 feet; thence North 13 degrees 58 minutes 38 seconds West, 32.50 feet; thence North 03 degrees 45 minutes 54 seconds West, 145.06 feet; thence North 08 degrees 08 minutes 35 seconds West, 153.57 feet to the centerline of 438th Lane and there terminating.

WHEREAS, said applicant will pay \$4,945.40 for the easement as appraised by the County Land Commissioner in the following manner: \$400.00 paid upon application and the balance of \$4,445.40 upon resolution by the County Board, and

WHEREAS, the following terms shall apply to this easement:

1. The road shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and shall be open for public use, as long as said easement is in force.
2. No timber has been charged for on this easement, If any timber is cut or destroyed, it shall be paid for at the usual rate as soon as determined by the Land Commissioner.
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time, its continuance will conflict with public use of the land, or any time thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.

7. Road construction design and use shall not adversely affect the drainage of any lands. Best management practices for the protection of water quality must be followed.
8. All Federal, State, and local laws, ordinances rules, and regulations regarding wetlands, construction of road, placement of fill material, and disposal of excavated material shall be followed and are the responsibility of the grantee. Upon termination of this easement, the grantee shall promptly remove all lines, wires, poles and other personal property and restore said lands to proper condition at no cost to the lessor. If the lessee fails to do so within 60 days of termination, the lessor shall have the right to remove said personal property and restore said land in which event the lessee shall promptly reimburse the lessor for all costs incurred plus 15%.
9. Any land survey markers or monuments, disturbed, moved or destroyed during the construction or maintenance of this easement area shall be replaced and restored at the expense of the applicant. If not replaced or restored by the applicant, the County may restore said monument and the applicant shall be responsible for all costs of said replacement and restoration plus 15%.
10. The existing Aforest access@ road may be temporarily gated or closed by the County or Minnesota Department of Natural Resources to protect the road and resources. This use restriction applies to all uses of the road including the grantee.

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement.

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor is hereby authorized to issue a recreational road easement to use said strip of land for a recreational road easement into her properties, if consistent with the law, and the special conditions set forth on the recorded easement, over and across the above described property. This easement will be issued to Eleanor Heuer, her heirs and assigns if approved by the Aitkin County Board.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Nathan Burkett, 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 9th day of August 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of August 2016

Nathan Burkett
County Administrator



Request for Access Across Tax-Forfeited Lands In Aitkin County

August 29, 2006

Before completing this request, read the accompanying instructions to determine the type of easement that you are requesting. Please attach a map showing the proposed easement that you are requesting. A non-refundable application fee of \$400.00 must accompany this application. If approved, the application fee will be applied to the easement fee.

① Easement:

- ☐ Utility easement only
☒ Recreational road easement – no utilities are allowed, for recreation use only
☐ Residential road easement – includes utility easement, for year round use

See the instruction sheet for better definitions of the types of easements

② Applicant Information (please print or type)

Eleanor Heuer

Name of applicant

844 12th Ave SE

Mailing address

651 233 4292

Daytime phone number

Company name

FOREST LAKE MN 55025

City

State

Zip Code

gch@midco.net

E-mail address

③ Please answer the following with regards to **YOUR** parcel being accessed:

Tax Parcel Number 14-0-029502

Acreage ~3.6 r 42

Location of Parcel: Legal Description:

Section 18 Township 048.0 Range 24

Do you own the property? ☒ yes ☐ no ☐ fee owner ☐ contract for deed purchaser

Do you have any other access into this property? ☐ yes ☒ no

Will the proposed easement route cross property other than Aitkin County tax forfeited lands?: ☐ yes ☐ no

If yes, has legal access been acquired from these other properties? ☐ yes ☐ no

④ Please write a brief note on why you are requesting an easement:

LEGAL ACCESS to LAKE home on Twinline Lake and
42 acre parcel sec 19, twp 048.0, R6 24 NNSW 10T3
I D 140031400

⑤ Signature of applicant or authorized representative

Eleanor Heuer

6/17/16
Date

⑥ Please return the completed form, and map along with the nonrefundable application fee of \$400.00 to:

Aitkin County Land Department
209 2nd St. NW Room 206
Aitkin, Mn. 56431
218-927-7364

{ TAX PARCELS 14-0-029502, 14-0-029501 and 14-0-031400 }



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: 8/9/2016

Title of Item: Easement request - Konsor 18-47-24

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed:
Summary of Issue: Benjamin and Barbara Konsor - Aitkin, MN are requesting a residential easement across County administered land in SE-SW 18-47-24, to access their property - SW-SW 18-47-24 The 66-foot wide easement is 1013-feet in length = 1.5-acres 1.5 acres x \$1553.86/acre (land value) = \$2330.79 Recording fee = \$46.00 Total fee = \$2376.79 The application and the required \$400 application fee have been submitted.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: I recommend approval of the easement contingent on all applicable fees being paid (\$2376.79).		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

SECTION 18

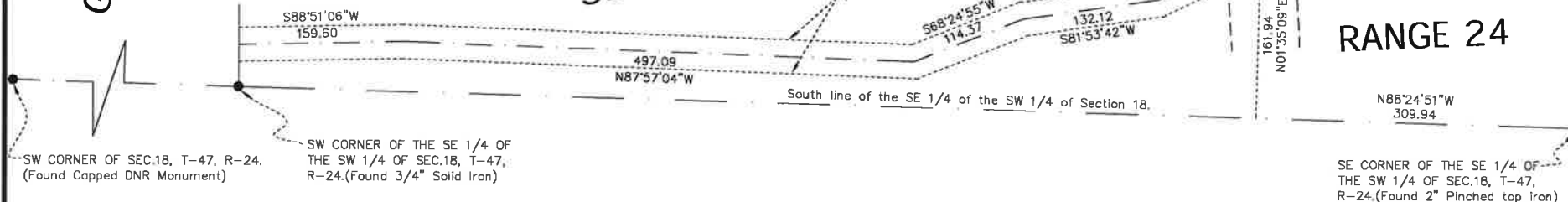
Gov't Lot 4

TOWNSHIP 47
SE 1/4 of SW 1/4

Proposed 33.00 foot easement

257th Place

RANGE 24



SURVEY FOR: **Rob Konsor**

SURVEYED: 5/20/2016

DRAFTED: 6/16/2016

PROPOSED LEGAL DESCRIPTION:

A 33.00 foot easement for ingress and egress over and across that part of the SE 1/4 of the SW 1/4 of Section 18, Township 47, Range 24, Aitkin County, Minnesota, lying 16.50 feet on each side of the following described line; Commencing at the Southeast corner of said SE 1/4 of the SW 1/4; thence on an assumed bearing of North 88 degrees 24 minutes 51 seconds West, along the South line of said SE 1/4 of the SW 1/4, a distance of 309.94 feet; thence North 01 degrees 35 minutes 09 seconds East, 161.94 feet to a point on the centerline of 257th Place, said point being the point of beginning of the line herein described; thence South 64 degrees 26 minutes 19 seconds West, 110.10 feet; thence South 81 degrees 53 minutes 42 seconds West, 132.12 feet; thence South 68 degrees 24 minutes 55 seconds West, 114.37 feet; thence North 87 degrees 57 minutes 04 seconds West, 497.09 feet; thence South 88 degrees 51 minutes 06 seconds West, 159.60 feet to the West line of said SE 1/4 of the SW 1/4 and there terminating. The sidelines of said easement shall be prolonged or shortened to terminate on the Westerly right-of-way line of 257th Place and the West line of said SE 1/4 of the SW 1/4.

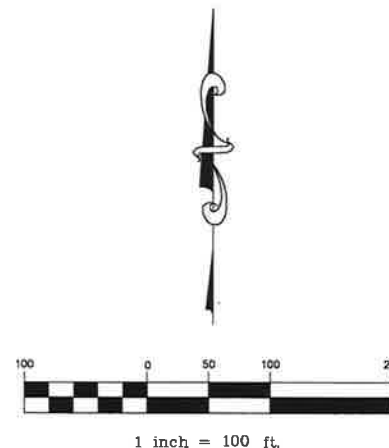
STANDARD SYMBOLS & CONVENTIONS:

"•" Denotes 1/2" ID pipe with plastic plug bearing State License Number 24332, set.

"●" Denotes found iron monument.

CERTIFICATION: I hereby certify that this survey was prepared by me or under my direct supervision and that I am a Professional Licensed Surveyor under the Laws of the State of Minnesota.

Larry Huhn
Larry Huhn PLS 24332



JOB No.16054



Request for Access Across Tax-Forfeited Lands In Aitkin County

August 29, 2006

Before completing this request, read the accompanying instructions to determine the type of easement that you are requesting. Please attach a map showing the proposed easement that you are requesting. A non-refundable application fee of \$400.00 must accompany this application. If approved, the application fee will be applied to the easement fee.

① Easement:

- ☐ Utility easement only
☐ Recreational road easement – no utilities are allowed, for recreation use only
☒ Residential road easement – includes utility easement, for year round use

See the instruction sheet for better definitions of the types of easements

② Applicant Information (please print or type)

BENJAMIN KONSOR / ROBERT KONSOR

Name of applicant

28053 378TH ST

Mailing address

218-549-3392 / 218-348-0006

Daytime phone number

Company name

AITKIN

City

uncleuda@yahoo.com

E-mail address

MN

State

56431

Zip Code

③ Please answer the following with regards to **YOUR** parcel being accessed:

Tax Parcel Number

Acreage

Location of Parcel: Legal Description : SE SW

Section 18

Township 47N

Range 24W

Do you own the property? ☒ yes

☐ no

☐ fee owner

☐ contract for deed purchaser

Do you have any other access into this property?

☐ yes

☒ no

Will the proposed easement route cross property other than Aitkin County tax forfeited lands?: ☐ yes ☒ no

If yes, has legal access been acquired from these other properties? ☐ yes ☐ no

④ Please write a brief note on why you are requesting an easement:

WILL BE SELLING PROPERTY TO OUR SON ROBERT KONSOR, WHO WILL REQUIRE
LEGAL EASEMENT TO PROPERTY. THERE IS A ROAD THAT HAS BEEN IN PLACE
SINCE BEFORE WE PURCHASED THE PROPERTY IN 1972, THAT WE HAVE
BEEN USING.

⑤ Signature of applicant or authorized representative

Benjamin H. Konsor

12/28/2015
Date

⑥ Please return the completed form, and map along with the nonrefundable application fee of \$400.00 to:

Aitkin County Land Department
209 2nd St. NW Room 206
Aitkin, Mn. 56431
218-927-7364

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

ADOPTED August 9, 2016

By Commissioner: xx

20160809-0xx

Easement Request - Konsor

WHEREAS, Benjamin and Barbara Konsor of 28053 378th St Aitkin, Mn. 56431 has made application for a residential easement to their property, as follows:

Southwest Quarter of the Southwest Quarter Section Eighteen (18) Township Forty-seven (47) Range Twenty-four (24)

over and across the following tax forfeited land to wit:

A 66.00 foot easement for ingress and egress over and across that part of the SE 1/4 of the SW 1/4 of Section 18, Township 47, Range 24, Aitkin County, Minnesota, lying 16.50 feet on each side of the following described line; Commencing at the Southeast corner of said SE 1/4 of the SW 1/4; thence on an assumed bearing of North 88 degrees 24 minutes 51 seconds West, along the South line of said SE 1/4 of the SW 1/4, a distance of 309.94 feet; thence North 01 degrees 35 minutes 09 seconds East, 161.94 feet to a point on the centerline of 257th Place, said point being the point of beginning of the line herein described; thence South 64 degrees 26 minutes 19 seconds West, 110.10 feet; thence South 81 degrees 53 minutes 42 seconds West, 132.12 feet; thence South 68 degrees 24 minutes 55 seconds West, 114.37 feet; thence North 87 degrees 57 minutes 04 seconds West, 497.09 feet; thence South 88 degrees 51 minutes 06 seconds West, 159.60 feet to the West line of said SE 1/4 of the SW 1/4 and there terminating. The sidelines of said easement shall be prolonged or shortened to terminate on the Westerly right of way line of 257th Place and the West line of said SE 1/4 of the SW 1/4.

WHEREAS, said applicant will pay \$2,376.79 for the easement as appraised by the County Land Commissioner in the following manner: \$400.00 paid upon application and the balance of \$1,976.79 upon resolution by the County Board, and

WHEREAS, the following terms shall apply to this easement:

1. The road shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and shall be open for public use, as long as said easement is in force.
2. No timber has been charged for on this easement. If any timber is cut or destroyed, it shall be paid for at the usual rate as soon as determined by the Land Commissioner.
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time, its continuance will conflict with public use of the land, or any time thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.

6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Road construction design and use shall not adversely affect the drainage of any lands. Best management practices for the protection of water quality must be followed.
8. All Federal, State, and local laws, ordinances rules, and regulations regarding wetlands, construction of road, placement of fill material, and disposal of excavated material shall be followed and are the responsibility of the grantee. Upon termination of this easement, the grantee shall promptly remove all lines, wires, poles and other personal property and restore said lands to proper condition at no cost to the lessor. If the lessee fails to do so within 60 days of termination, the lessor shall have the right to remove said personal property and restore said land in which event the lessee shall promptly reimburse the lessor for all costs incurred plus 15%.
9. Any land survey markers or monuments, disturbed, moved or destroyed during the construction or maintenance of this easement area shall be replaced and restored at the expense of the applicant. If not replaced or restored by the applicant, the County may restore said monument and the applicant shall be responsible for all costs of said replacement and restoration plus 15%.

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement;

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor is hereby authorized to issue a residential road easement to use said strip of land for a recreational road easement into their properties, if consistent with the law, and the special conditions set forth on the recorded easement, over and across the above described property. This easement will be made to Benjamin and Barbara Konsor, their heirs and assigns if approved by the Aitkin County Board.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Nathan Burkett, 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 9th day of August 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of August 2016

Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: 8/9/16

Title of Item: Approve Personnel Committee Recommendation

<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: Nathan Burkett		Department: Administration
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed: 15 min
Summary of Issue: The personnel committee recommends approval of a salary adjustment for Penny Harms, Veterans Service Officer retroactive to 7/1/16. This salary adjustment is in recognition of extra duties and responsibilities related to supervising PT Asst VSO.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve \$1500/annual salary adjustment increase for Penny Harms, Veterans Service Officer, effective June 20, 2016.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 750 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 8/09/2016

Title of Item: MACCAC

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Elizabeth DeRuyck		Department: Community Corrections
Presenter (Name and Title): Elizabeth DeRuyck		Estimated Time Needed: 5 min
Summary of Issue: The Minnesota Association of Community Corrections Act Counties (MACCAC) of which Aitkin County is a member requires 3 delegates be assigned. The purpose of the delegates is to vote annually for actions taken at the business meeting during the MACCAC conference. Traditionally the membership shall include the director of the community corrections agency and 2 board members.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Make a motion to assign 3 members as MACCAC delegates, one of which should include the Community Corrections Director.		
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:		



Board of County Commissioners Agenda Request

4A

Agenda Item #

Requested Meeting Date: 8-09-16

Title of Item: 2015 Annual Report

- ☒ REGULAR AGENDA
☐ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☒ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

☐ Direction Requested

☐ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

John Welle

Department:

Highway Department

Presenter (Name and Title):

John Welle, Aitkin County Engineer

Estimated Time Needed:

15 minutes

Summary of Issue:

A copy of the 2015 Aitkin County Highway Department Annual Report will be mailed to each commissioner by Wednesday, August 3, 2016. A very brief overview of the summary sheets will be given.

Alternatives, Options, Effects on Others/Comments:

NA

Recommended Action/Motion:

Approval of the report is requested by motion.

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:



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: August 9, 2016

Title of Item: Temporary Slow-No Wake Lake Restrictions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Nathan Burkett		Department: Administration
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed:
Summary of Issue: At Tuesday's meeting the Board will determine whether to pass another Temporary Slow-No Wake Lake Restriction resolution or to let all lake restrictions expire.		
Alternatives, Options, Effects on Others/Comments: Adopt a new resolution, or let all lake restrictions expire.		
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>		

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

ADOPTED July 26, 2016

By Commissioner: Napstad

20160726-052

Temporary Aitkin County Lakes Slow-No Wake Restrictions

WHEREAS, due to extraordinary weather conditions, including excessive rainfall during July of 2016, high water elevations prevail on certain Aitkin County lakes, and

WHEREAS, wave action from wind and watercraft has and will exacerbate shoreline erosion and cause damage to real and personal property, and

WHEREAS, high-water levels coupled with increased wave action have led to the inundation of low-lying yards and structures, and

WHEREAS, in an effort to protect property and limit environmental damage to lakes from shoreline erosion where the County can and may exert some control, the County Board of Commissioners enacts this 26th day of July, 2016, the following Temporary Special Controls to Section 5 Regulations of the Watercraft Ordinance

NOW THEREFORE, BE IT RESOLVED, the following lakes shall have a slow-no wake restriction on the entire lake, effective immediately and concluding at 11:59 pm on August 8, 2016:

Dam	Glen
Long	Glen
Gun	Fleming
Hammal – (Bass)	Farm Island
Farm Island	Farm Island / Hazelton
Cedar	Aitkin / Farm Island
Lone	Nordland
Ripple	Nordland
Elm Island	Nordland
Clear	Glen
Little Pine	Farm Island

BE IT FURTHER RESOLVED, upon agreement of the County Administrator, Environmental Services Director and County Sheriff, the restrictions imposed by this resolution may be removed by administrative decision.

Commissioner Neimi moved the adoption of the resolution and it was declared adopted upon the following vote

FOUR MEMBERS PRESENT

(4-0 Marcotte absent)

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Nathan Burkett, 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 26th day of July 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of July 2016

Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: 8/9/16

Title of Item: Facilities Committee Update

- ☒ REGULAR AGENDA
☐ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

☐ Direction Requested

☒ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Nathan Burkett

Department:

Administration

Presenter (Name and Title):

Nathan Burkett, County Administrator

Estimated Time Needed:

15 min

Summary of Issue:

The facilities committee will give an update on progress.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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:



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: August 9, 2016

Title of Item: Closed Session - Attorney Client Privilege

<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: Nathan Burkett		Department: Administration
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed:
Summary of Issue: Closed Session under MN Statute 13D.05 Attorney Client Privilege		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: None. Discussion only.		
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>		



Aitkin County Board of Commissioners Agenda Request Form

6

Agenda Item #

Requested Meeting Date: August 9, 2016

Title of Item: Committee Reports

REGULAR AGENDA		Action Requested by: County Business	
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Brian Napstad Commissioner Anne Marcotte HHS Director Tom Burke HHS Director Tom Burke Commissioner Laurie Westerlund Commissioner Don Niemi
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Napstad
Aitkin County CARE Board			Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 rd Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Marcotte and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Napstad
Forest Advisory	Every other month	3 rd Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Napstad and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Napstad
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Napstad
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Marcotte
NE MN Office Job Training	As called		Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 nd Monday	Westerlund
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund