

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS October 11, 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 September 27, 2016 to October 10, 2016**
- B) Approve September 27, 2016 County Board Minutes**
- C) Approve Highway Department Contract Payment**
- D) Approve Commissioner Warrants**
- E) Accept \$500 Donation for Veterans Service Van from Veterans of Foreign Wars of the U.S. Post 1721, Palisade**
- F) Accept Donations to Aitkin County STS:**
 - 1. \$50 from Jacobson Community Church**
 - 2. \$350 from Minnewawa Sportsmen's Club, Inc.**
 - 3. \$1,200 from Mille Lacs Energy Community Trust**
- G) Adopt Resolution: Tax-Forfeited Land Repurchase Application - Rutherford**
- H) Adopt Resolution: County Assessor**
- I) Adopt Resolution: LG230 Minnewawa Sportsmen's Club**

9:05 3) Bobbie Danielson, Human Resources Director

- A) Employee Recognition**

9:10 4) Steve Bennett, IT Director and Kirk Peysar, Auditor

- A) Approve MCIS Hosting Agreement**

9:20 5) Patrick Wussow, Interim County Administrator

- A) Fiber Optics to Industrial Park**
- B) Approve Personnel Committee Recommendations**
 - 1. Reconsider Resolution #20160913-064: Interim County Administrator**
 - 2. Ratify AFSCME Courthouse Unit and AFSCME H&HS Unit Agreements for 2017 & 2018**
 - 3. County Administrator Recruitment Follow-Up**

10:00 6) Committee Updates

10:45 Break

- 11:00 7) Patrick Wussow, Interim County Administrator**
A) Closed Session Pursuant to Minnesota Statutes §13D.05 for Preliminary Consideration of Allegations Against an Individual Subject to the Board's Authority
- 11:50 Return Out of Closed Session for Remaining Business**
- 12:00 Adjourn**

The Aitkin County Board of Commissioners met this 27th day of September, 2016 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, Interim County Administrator Patrick Wussow and Administrative Assistant Sue Bingham.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the September 27, 2016 amended agenda. Item 4C – Quadna Mountain, was added.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
September 27, 2016**

CALL TO ORDER**APPROVED
AGENDA****HEALTH &
HUMAN
SERVICES
BOARD****I. Attendance**

The Aitkin County Board of Commissioners met this 27th day of September, 2016, at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Anne Marcotte, Don Niemi, and Laurie Westerlund; and others present included: Interim County Administrator Patrick Wussow; 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 Katie Nelson, Amanda Voller and Bob Marcum, H&HS Advisory Committee Members; Bob Harwarth, Bill Pratt, and Bart Law, Citizens.

II. Approval of Health & Human Services Board Agenda

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

III. Review August 23, 2016 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the August 23, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information**A. NEMT (Non-Emergency Medical Transportation) - Jessi Goble**

discussed the fact we were notified on June 30th that as of July 1st we were to take over the Mode 4 transportation for ambulatory patients for handling the paperwork involved in transporting and seeking reimbursements. Within the next 20-22 months we will also get Modes 5-7 to pay for and seek reimbursement through MA Access adding to our workload.

B. NACo (National Association of Counties) Appointments of Tom Burke**1. Confirmed nomination as member of the Health Steering**

Committee

Consensus of the Board was to table the approval of this appointment until the next meeting.

2. Member appointment of the Healthy Counties Initiative Advisory Board

Consensus of the Board was to table the approval of this appointment until the next meeting.

- C. Anoka Regional Treatment Center - Kathy Ryan & Patrick Wussow** discussed the letter to Shirley Jacobson at DHS with respect to a payment plan of \$500.00 per month towards our debt with Anoka Metro RTC. Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried, the vote was to approve the payment plan of \$500.00 for the Cost of Care Claims over 90 days with the hopes for legislation to relook at the legislation that directs these charges.

VI. Contracts/Agreements

- A. Secure Transport Services Agreement between General Security Services Corporation (GSSC) and ACHHS effective September 1, 2016 and ongoing as needed.**
Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Secure Transport Services Agreement between General Security Services Corporation (GSSC) and ACHHS effective September 1, 2016 and ongoing as needed.
- B. WIC Agreement between Hill City Assembly of God Church & ACHHS to provide space to administer the WIC Program from October 1, 2016 to September 30, 2017.**
Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the WIC Agreement between Hill City Assembly of God Church & ACHHS to provide space to administer the WIC Program from October 1, 2016 to September 30, 2017.

VII. Administrative Reports:

- A. Financial Reports** - Kathleen Ryan noted that we are 75% of the way through the year and we are at 74% of the budget. Kathy also discussed the tracking for over payments as a pass through for folks leaving placements and retrieving the money to return to the State. Commissioner Napstad asked for a graph showing the trend line throughout the year for the funding balance.

VIII. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte.
Committee Members attending today: Katie Nelson & Amanda Voller. Draft Copy of the September 7th meeting minutes included in packet. Commissioners Westerlund & Marcotte noted there was a Family Services Collaborative presentation and discussion from the various Task Forces. It was also noted the committee members served the Community Meal at First Lutheran Church.

- B. AEOA Committee Update** – Commissioner Westerlund – Next meeting is in October.
- C. NEMOJT Committee Update** – Commissioner Napstad – Next meeting is October 8th. Commissioner Napstad discussed the various grants and their impact. Amanda Voller asked Commissioners to encourage their schools to send 9-12 grade students to the "Construct Tomorrow" program on October 19th. Forty-five students from Aitkin will be attending.
- D. CJI (Children's Justice Initiative)** – Commissioner Westerlund noted they discussed change in placement forms and confidentiality as well as Policy and Procedures in the Child Protection area. She also noted that Judge Solien will be retiring by the end of this year.
- E. Lakes & Pines Update** – Commissioner Niemi said their meeting discussion was on the center-based versus home based-concept. He has contacted Amy Klobuchar about his concerns of not getting teachers into the homes, busing or barriers involving transporting the children to the centers in rural areas, and the new requirement of having "degreed" teachers requiring more money in wages.

Next Meeting – October 25, 2016

Break: 10:08 a.m. to 10:26 a.m.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: September 13, 2016 to September 26, 2016; B) Approve County Board Minutes: September 13, 2016; C) Approve Auditor Warrants – August Sales & Use Tax: General Fund \$342.28, Road & Bridge \$2,366.06, State \$6,746.00, Trust \$13.51, Forest Development \$0.49, Long Lake Conservation Center \$43.79, Parks \$274.41 for a total of \$9,786.54; D) Approve Commissioner Warrants: General Fund \$177,390.46, Road & Bridge \$47,139.42, State \$570.00, Trust \$24,616.51, Forest Development \$32,844.67, Long Lake Conservation Center \$5,445.17, Parks \$13,776.72 for a total of \$301,782.95; E) Adopt Resolution: Tax-Forfeited Land Sale

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, to adopt resolution – Tax-Forfeited Land Sale:

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

WHEREAS, all of the following parcels of lands have been classified to dispose of, and

WHEREAS, the County Board has made appraisals of the lands classified as non-conservation and of the timber and timber products thereon, and has made appraisal of timber and buildings on such lands as have not been classified, and a list of such lands

BREAK

**REGULAR BOARD
RECONVENES**

**CONSENT
AGENDA**

**RESOLUTION
20160927-066
TAX-FORFEITED
LAND SALE**

and timber, timber only and of buildings so appraised has been filed with the County Auditor for the purpose of offering lands, timber and buildings, so listed, for sale at not less than the appraised value of the land, timber, and buildings combined, with said appraisals of each property following, and

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

NOW, THEREFORE BE IT RESOLVED, that such parcels shall be sold on the following terms, to wit: That on sales amounting to \$5,000.00 or less per parcel, the purchase price shall be paid in full at the time of purchase. On sales amounting to more than \$5,000.00 per parcel, the purchaser shall pay a minimum of \$5,000.00 down or 25% of the purchase price (whichever is greater) with the privilege of paying the balance over 5 years with the balance amortized over the 5 years plus interest at the rate according to Minnesota Statutes 282.01, Subdivision 4, on the deferred balance. Any remaining balance may be paid at any time. If the property is purchased on a contract for deed, a \$46.00 fee will be required at the time of purchase for the recording of the contract. Any contract for deed purchase on properties on this sale, are required to be recorded. Any property with a known well, will be charged a \$50.00 fee for recording the well certificate.

Provided that in case any parcel of land bearing standing timber, buildings or timber products is sold at public auction for more than the appraised value, the amount bid in excess of the appraised value shall be allocated between the land, buildings, and timber in proportion to the respective appraised value. The purchaser of tax-forfeited land at such sale shall be entitled to immediate possession, subject to the provision of any existing lease made in behalf of the State, and

BE IT FURTHER RESOLVED, that notice of such sale of lands, timber and buildings be given by publication in the official newspaper of the County as provided by law; that the County Auditor of Aitkin County offer such parcels of land for sale in the order in which they appear in said NOTICE OF SALE, and that such sale shall commence at 2:00 P.M. on Friday, the 2nd day of December, 2016 and continue until all parcels classified as non-conservation and timber only, buildings on parcels not classified, are offered to the highest bidder for sale. This sale will be held at the Aitkin County Courthouse 3rd floor courtroom in Aitkin, Minnesota – 209 2nd St. NW.

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

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

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

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

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

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

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

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

Aitkin County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment and the provision of services. Prospective bidders who require special accommodations to participate in this sale should inform the Land Department as soon as possible and more than three working days before the sale. You may write to Aitkin County Land Department at 209 2nd St. NW Room 206 Aitkin, MN.56431 or call 218-927-7364. Pre-registration prior to the sale is encouraged. If the bidder has not pre-registered, registration will be required before the sale commences to receive a bidding number.

Land Sale Parcels 2016

Parcel #	Access	Pin ID	Legal	Sec	Twp	Rge	Ac	Starting Price at Auction
1	*	08-0-045102 & 08-0-045101	SE-SE	27	48	25	40	\$9,000.00
2		08-0-040000	S 1/2-SE	24	48	25	80	\$60,600.00
3	partial ***	08-0-39400 & 08-0-839600	E 1/2-SW	24	48	25	80	\$78,900.00
4	partial ***	08-0-839600 & 08-0-038500	SW-SW (24) SE-SE (23)	48	25	80		\$70,000.00
5	*	20-0-006901	N 1/2-NW	5	51	26	42	\$31,200.00
6	**	29-1-111900	Indian Portage Lot 11 Blk 24	20	49	23	0.16	\$1,900.00
7	**	29-1-243500	Sheshebe Point 3rd Addn Lot 5 Blk 18	27	49	23		\$1,400.00
8	*	32-1-071502 & 32-1-071602 &	Big Sandy Lake Highlands 5th Addn Swly	34	50	23	1.34	\$6,800.00

		32-1-071400	200 ft of Lots 131 and 132 and Lot 130					
9	*	50-1-057500, 50-1-058900, 50-1-060700 to 50-1- 062500	Plat of Bain Lots 1-14 Blk 1, Lots 1-18 Blk 2, Lots 1- 18 Blk 3, and Lots 1-21 Blk 4	26	50	26		\$8,800.00
10	*	56-1-033800 & 56-1- 033600	First Addn to Aitkin - Lots 8, 9 and 10 Blk 119	25	47	27		\$21,400.00
11	**	56-1-122800	W 8 rods of Lot 16 - Tibbetts Irregular Lots in Aitkin	24	47	27	0.61	\$2,700.00
<p>Ross Wagner, Economic Development and Forest Industry Coordinator discussed Blandin Broadband Community Grant application with the Board. Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve request to submit grant application for Blandin Broadband Community Grant.</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve letter of support for Mille Lacs Energy Cooperative's Border to Border Broadband grant application.</p> <p>Commissioner Napstad and Commissioner Wedel, as members of the Facilities Committee provided the Board an update on the status of the boiler system in the Health & Human Services building. Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve purchase of a new boiler system for the Health & Human Services building from General Heating and Mechanical at a cost of \$41,995.00 (Option 2), as recommended by the Facilities Committee.</p> <p>Patrick Wussow, Interim County Administrator and Jim Ratz, County Attorney discussed with the Board Fredrick Krietzman's request for the County Board to sign Termination Agreements for Condominium Nos. 309 and 316 at Quadna Mountain. Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to approve execution of the requested "Consent of Mortgagee to Termination," and further agreed that if Mr. Krietzman wishes the Board to consider his additional request for release of the mortgage by the County, the County Administrator shall direct Mr. Krietzman to draft proposed releases for the County Board to consider at a future date.</p>								
<p>BLANDIN BROADBAND COMMUNITY GRANT APPLICATION</p> <p>LETTER OF SUPPORT</p> <p>BOILER SYSTEM FOR HHS BLDG.</p> <p>QUADNA MOUNTAIN</p>								

Patrick Wussow, Interim County Administrator and the Board reviewed the objectives for the Interim Administrator and hiring process for the new administrator.

**ADMINISTRATOR
PROCESS**

The Board discussed the following: MRCC, Facilities, AIS, NEWAC, AMC, Snake River Watershed, NCLUCB, ATV Event in McGregor, Extension, Mille Lacs Watershed, Personnel, TZD, and Water Planning Task Force.

**BOARD
DISCUSSION**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 12:38 p.m. until Tuesday, October 11, 2016 at 9:00 a.m.

ADJOURN

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

Patrick Wussow, Interim County Administrator

DKB1
9/23/16 9:19AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 1

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

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Highway Department Contract Payment

Aitkin County



DKB1
9/23/16 9:19AM
3 Road & Bridge

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 2

	<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
307	DEPT		R&B Capital Infrastructure		
	7050 Anderson Bros Construction Co				
	03- 307- 000- 0000- 6262	385,240.82	CONTRACT PAYMENT	20161	Contract Payments
	7050 Anderson Bros Construction Co	385,240.82	1 Transactions		
307	DEPT Total:	385,240.82	R&B Capital Infrastructure	1 Vendors	1 Transactions
3	Fund Total:	385,240.82	Road & Bridge		1 Transactions
	Final Total:	385,240.82	1 Vendors	1 Transactions	

DKB1
9/23/16

9:19AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 3

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	385,240.82	Road & Bridge
All Funds	385,240.82	Total

Approved by,
.....
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DKB1
9/30/16 12:28PM

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 1

Print List in Order By: 2
1 - Fund (Page Break by Fund)
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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
9/30/16 12:28PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 2

<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>On Behalf of Name</u>
1 DEPT				
248 Association of Mn Counties			Commissioners	
01-001-000-0000-6241		150.00	AMC Policy Meeting- Westerlund	44925 Registration Fee
01-001-000-0000-6241		150.00	AMC Policy Meeting- Napstad	44925 Registration Fee
01-001-000-0000-6241		150.00	AMC Policy Meeting- Marcotte	44925 Registration Fee
01-001-000-0000-6241		150.00	AMC Policy Meeting- Niemi	44925 Registration Fee
248 Association of Mn Counties		600.00	4 Transactions	
10452 AT&T Mobility				
01-001-000-0000-6250		69.98	Foundation Account	287259994975 Telephone
			08/18/2016 09/17/2016	
10452 AT&T Mobility		69.98	1 Transactions	
9048 Napstad/Brian				
01-001-000-0000-6250		49.99	Internet	Telephone
			07/16/2016 08/15/2016	
01-001-000-0000-6250		49.99	Internet	Telephone
			08/16/2016 09/15/2016	
01-001-000-0000-6330		236.52	August Mileage	438@.54 Transportation & Travel & Parking
01-001-000-0000-6330		362.34	July Mileage	671@.54 Transportation & Travel & Parking
9048 Napstad/Brian		698.84	4 Transactions	
86235 The Office Shop Inc				
01-001-000-0000-6405		23.89	Office supplies	1012168-0 Office & Computer Supplies
01-001-000-0000-6405		35.98	Office supplies	1012168-0 Office & Computer Supplies
86235 The Office Shop Inc		59.87	2 Transactions	
6097 Verizon Wireless				
01-001-000-0000-6250		31.31	Cell phone charges	286287802 Telephone
			08/07/2016 09/06/2016	
6097 Verizon Wireless		31.31	1 Transactions	
1 DEPT Total:		1,460.00	Commissioners	5 Vendors 12 Transactions
12 DEPT			Court Administration	
8175 Centurylink				
01-012-000-0000-6250		141.35	LONG DISTANCE Q3	313645966 Telephone
8175 Centurylink		141.35	1 Transactions	

DKB1
9/30/16 12:28PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 3

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1976	Haberkorn Law Offices,Ltd					
	01- 012- 000- 0000- 6232		459.38	Attorney Fees 01CR 16- 419	G.Southern	Attorney Services
1976	Haberkorn Law Offices,Ltd		459.38	1 Transactions		
10208	Ketola/Marvin E.					
	01- 012- 000- 0000- 6232		925.00	Fees CR01P499- 000194		Attorney Services
	01- 012- 000- 0000- 6232		1,737.50	Fees CR01P499- 000194		Attorney Services
	01- 012- 000- 0000- 6232		17.99	Costs CR01P499- 000194		Attorney Services
	01- 012- 000- 0000- 6232		179.59	Costs CR01P499- 000194		Attorney Services
10208	Ketola/Marvin E.		2,860.08	4 Transactions		
12	DEPT Total:		3,460.81	Court Administration	3 Vendors	6 Transactions
40	DEPT			Auditor		
88012	Aitkin Co Auditor			Postage		Office & Computer Supplies
	01- 040- 021- 0000- 6405		200.00			
88012	Aitkin Co Auditor		200.00	1 Transactions		
783	Canon Financial Services, Inc					
	01- 040- 000- 0000- 6231		220.24	Contract Copier- 026	16475457	Services, Labor, Contracts
783	Canon Financial Services, Inc		220.24	1 Transactions		
8175	Centurylink					
	01- 040- 000- 0000- 6250		25.59	LONG DISTANCE	313645966	Telephone
	01- 040- 021- 0000- 6250		304.91	Local Calls License Center	314154028	License Center- Phone
8175	Centurylink		330.50	2 Transactions		
1457	CPS Technology Solutions, Inc					
	01- 040- 000- 0000- 6231		26.40	October Maintenance	271214	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		26.40	1 Transactions		
2099	Harmon/Elizabeth					
	01- 040- 000- 0000- 6330		46.20	mileage/Aud Treas. Meeting	105@.44	Transportation & Travel
2099	Harmon/Elizabeth		46.20	1 Transactions		
86235	The Office Shop Inc					
	01- 040- 000- 0000- 6405		2.79	1 pk tape roll- Returned	1012563- 0	Office & Computer Supplies
	01- 040- 000- 0000- 6405		14.29	2 pk Tape Roll	1012713- 0	Office & Computer Supplies
	01- 040- 021- 0000- 6405		31.45	Pens, correction tape	287820- 0	Office & Computer Supplies

DKB1
9/30/16 12:28PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01- 040- 000- 0000- 6405		Return 1 pk Tape Roll	C1012563- 0	Office & Computer Supplies
86235	The Office Shop Inc		4 Transactions		
40	DEPT Total:	869.08	Auditor	6 Vendors	10 Transactions
42	DEPT		Treasurer		
8175	Centurylink				
	01- 042- 000- 0000- 6250	6.03	LONG DISTANCE	313645966	Telephone
8175	Centurylink	6.03	1 Transactions		
86235	The Office Shop Inc				
	01- 042- 000- 0000- 6405	22.74	Ham paper, photo, holes drille	1012230- 0	Office & Computer Supplies
	01- 042- 000- 0000- 6405	15.29	Purell Hand Wipes	1012556- 0	Office & Computer Supplies
	01- 042- 000- 0000- 6405	17.49	Black Gel Pens, rtr ub 207	1012695- 0	Office & Computer Supplies
	01- 042- 000- 0000- 6405	8.39	paper notes 3x3	1012695- 0	Office & Computer Supplies
86235	The Office Shop Inc	63.91	4 Transactions		
42	DEPT Total:	69.94	Treasurer	2 Vendors	5 Transactions
43	DEPT		Assessor		
783	Canon Financial Services, Inc				
	01- 043- 000- 0000- 6231	164.08	Copier Contract- 033	16475462	Services, Labor, Contracts
783	Canon Financial Services, Inc	164.08	1 Transactions		
8175	Centurylink				
	01- 043- 000- 0000- 6250	30.95	LONG DISTANCE	313645966	Telephone
8175	Centurylink	30.95	1 Transactions		
1457	CPS Technology Solutions, Inc				
	01- 043- 000- 0000- 6231	46.20	October Maintenance	271214	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc	46.20	1 Transactions		
2155	Hicks/James				
	01- 043- 000- 0000- 6340	46.07	Meals for Training	09/19- 09/22	Meals (Overnight)
	01- 043- 000- 0000- 6330	105.60	IAAO Prop.Course mileage	240@.44	Transportation & Travel & Parking
2155	Hicks/James	151.67	2 Transactions		
5430	Minnesota State Board Of Assessors				

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Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	01- 043- 000- 0000- 6240		25.00	Senior appraisor- Tibbitts		Dues & License Renewal
5430	Minnesota State Board Of Assessors		25.00	1 Transactions		
43	DEPT Total:		417.90	Assessor	5 Vendors	6 Transactions
44	DEPT			Central Services		
783	Canon Financial Services, Inc					
	01- 044- 000- 0000- 6231		326.43	Contract Copier- 031	16475461	Services, Labor, Contracts
783	Canon Financial Services, Inc		326.43	1 Transactions		
8175	Centurylink					
	01- 044- 000- 0000- 6250		5.36	LONG DISTANCE	313645966	Telephone
8175	Centurylink		5.36	1 Transactions		
10185	Centurylink Communications Inc					
	01- 044- 000- 0000- 6250		0.08	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		0.08	1 Transactions		
3336	Office Of MN. IT Services					
	01- 044- 000- 0000- 6231		1,300.00	August Useage	DV16080393	Services, Labor, Contracts
3336	Office Of MN. IT Services		1,300.00	1 Transactions		
3724	Performance Office Papers					
	01- 044- 000- 0000- 6405		2,044.00	80 cases copy paper @25.55	365632- 00	Office & Computer Supplies
3724	Performance Office Papers		2,044.00	1 Transactions		
44	DEPT Total:		3,675.87	Central Services	5 Vendors	5 Transactions
49	DEPT			Information Technologies		
8175	Centurylink					
	01- 049- 000- 0000- 6250		10.28	LONG DISTANCE	313645966	Telephone
8175	Centurylink		10.28	1 Transactions		
49	DEPT Total:		10.28	Information Technologies	1 Vendors	1 Transactions
52	DEPT			Administration/Personnel Dept		
10293	Aitkin Co Human Resources					
	01- 052- 000- 0000- 6205		52.90	background check reimbursement		Postage

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No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	
				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-052-000-0000-6234		213.25	background check reimbursement		Background Check Fee	
10293	Aitkin Co Human Resources		266.15	2 Transactions			
248	Association of Mn Counties						
	01-052-000-0000-6241		150.00	AMC Policy Meeting- Burkett	44925	Registration Fee	
248	Association of Mn Counties		150.00	1 Transactions			
10452	AT&T Mobility						
	01-052-000-0000-6250		62.38	Foundation Account	287259994975	Telephone	
				08/18/2016 09/17/2016			
10452	AT&T Mobility		62.38	1 Transactions			
8175	Centurylink						
	01-052-000-0000-6250		57.56	LONG DISTANCE	313645966	Telephone	
8175	Centurylink		57.56	1 Transactions			
12048	McDowell Agency, Inc./The						
	01-052-000-0000-6234		35.00	Background Screening	79402	Background Check Fee	
12048	McDowell Agency, Inc./The		35.00	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLI						
	01-052-000-0000-6232		2,805.00	Fees- Partner	16.5@\$170.00	Attorney Services	
	01-052-000-0000-6232		861.00	Fees- Legal Asst.	8.20@\$105.00	Attorney Services	
	01-052-000-0000-6232		135.54	Mileage	8/15/16	Attorney Services	
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		3,801.54	3 Transactions			
86235	The Office Shop Inc						
	01-052-000-0000-6405		111.73	Office supplies	1012168-0	Office & Computer Supplies	
86235	The Office Shop Inc		111.73	1 Transactions			
52	DEPT Total:		4,484.36	Administration/Personnel Dept	7 Vendors	10 Transactions	
60	DEPT			Elections			
86235	The Office Shop Inc						
	01-060-000-0000-6405		17.85	colored paper- election instruc	1012563-0	Office & Computer Supplies	
86235	The Office Shop Inc		17.85	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
60 DEPT Total:		17.85	Elections	1 Vendors 1 Transactions
90 DEPT			Attorney	
340 Anoka Co Sheriff				
01- 090- 000- 0000- 6234		70.00	Supoena 01CR16335	16003710 Co Sheriff Services
340 Anoka Co Sheriff		70.00		1 Transactions
8175 Centurylink				
01- 090- 000- 0000- 6250		57.43	LONG DISTANCE	313645966 Telephone
8175 Centurylink		57.43		1 Transactions
10185 Centurylink Communications Inc				
01- 090- 000- 0000- 6250		0.51	Toll Free Charges	320295974 Telephone
10185 Centurylink Communications Inc		0.51		1 Transactions
1180 Crow Wing Co Sheriff's Office				
01- 090- 000- 0000- 6234		75.00	subpoena 01CR151034	3273 Co Sheriff Services
1180 Crow Wing Co Sheriff's Office		75.00		1 Transactions
90 DEPT Total:		202.94	Attorney	4 Vendors 4 Transactions
100 DEPT			Recorder	
8175 Centurylink				
01- 100- 000- 0000- 6250		28.60	LONG DISTANCE	313645966 Telephone
8175 Centurylink		28.60		1 Transactions
11406 Innovative Office Solutions				
01- 100- 000- 0000- 6405		20.36	Office supplies	1334005 Office & Computer Supplies
11406 Innovative Office Solutions		20.36		1 Transactions
100 DEPT Total:		48.96	Recorder	2 Vendors 2 Transactions
110 DEPT			Courthouse Maintenance	
8239 Ameripride Linen & Apparel Services				
01- 110- 000- 0000- 6422		35.65	tissue, towels, mop/mop tool	2200830977 Janitorial Supplies
8239 Ameripride Linen & Apparel Services		35.65		1 Transactions
12106 Antoine Electric				

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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
01- 110- 000- 0000- 6231		97.73	Ballast- Court Admin hallway	16142	Services, Labor, Contracts
12106 Antoine Electric		97.73	1 Transactions		
8175 Centurylink					
01- 110- 000- 0000- 6250		4.80	LONG DISTANCE	313645966	Phone
8175 Centurylink		4.80	1 Transactions		
2186 Hillyard Inc - Kansas City					
01- 110- 000- 0000- 6422		109.14	Parts	700252788	Janitorial Supplies
2186 Hillyard Inc - Kansas City		109.14	1 Transactions		
11889 Honeywell International Inc.					
01- 110- 000- 0000- 6231		3,048.02	Quarterly Maintenance	5237585092	Services, Labor, Contracts
			10/15/2016 01/14/2017		
11889 Honeywell International Inc.		3,048.02	1 Transactions		
10706 Mercury Technologies Of Mn Inc.					
01- 110- 000- 0000- 6231		444.80	Recycle fluorescent lamps	016181	Services, Labor, Contracts
10706 Mercury Technologies Of Mn Inc.		444.80	1 Transactions		
9692 Minnesota Energy Resources Corporation					
01- 110- 000- 0000- 6254		49.49	Gas- Courthouse	0506823754	Utilities & Heating
9692 Minnesota Energy Resources Corporation		49.49	1 Transactions		
3950 Public Utilities					
01- 110- 000- 0000- 6254		2,413.25	Courthouse		Utilities & Heating
01- 110- 000- 0000- 6254		25.96	Old County Garage		Utilities & Heating
01- 110- 000- 0000- 6254		484.02	Jail West Annex		Utilities & Heating
01- 110- 000- 0000- 6254		95.80	CH Bldg Coordinator		Utilities & Heating
01- 110- 000- 0000- 6254		93.17	Glarco		Utilities & Heating
01- 110- 000- 0000- 6254		191.36	LA Tool Building		Utilities & Heating
3950 Public Utilities		3,303.56	6 Transactions		
6097 Verizon Wireless					
01- 110- 000- 0000- 6250		31.31	Cell phone charges	286287802	Phone
			08/07/2016 09/06/2016		
6097 Verizon Wireless		31.31	1 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
110	DEPT Total:		Courthouse Maintenance	9 Vendors	14 Transactions
111	DEPT		Buildings		
11428	Horizon Roofing, INC.				
	01- 111- 000- 0000- 6605	3,225.00	Courthouse roof repairs	98816	Building & Structures
11428	Horizon Roofing, INC.	3,225.00		1 Transactions	
111	DEPT Total:	3,225.00	Buildings	1 Vendors	1 Transactions
120	DEPT		Service Officer		
10452	AT&T Mobility				
	01- 120- 000- 0000- 6250	62.09	Foundation Account	287270539560	Telephone
			08/18/2016 09/17/2016		
10452	AT&T Mobility	62.09		1 Transactions	
8175	Centurylink				
	01- 120- 000- 0000- 6250	64.36	LONG DISTANCE	313645966	Telephone
8175	Centurylink	64.36		1 Transactions	
10185	Centurylink Communications Inc				
	01- 120- 000- 0000- 6250	2.17	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc	2.17		1 Transactions	
10097	Harms Monroe/Penny				
	01- 120- 000- 0000- 6330	19.80	Mileage/Grand View Convention	45@.44 9/13/16	Transportation & Travel
	01- 120- 000- 0000- 6330	19.80	mileage/Grand View Convention	45@.44 9/13/16	Transportation & Travel
	01- 120- 000- 0000- 6330	39.60	mileage/Grand View Convention	90@.44 9/14/16	Transportation & Travel
10097	Harms Monroe/Penny	79.20		3 Transactions	
13602	Hughley/Josh				
	01- 120- 000- 0000- 6330	117.92	mileage- Grand View Convention	268@.44	Transportation & Travel
13602	Hughley/Josh	117.92		1 Transactions	
6097	Verizon Wireless				
	01- 120- 000- 0000- 6250	14.56	Vet Van Cell Phone	880690364	Telephone
			08/21/2016 09/20/2016		
6097	Verizon Wireless	14.56		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
120	DEPT Total:		340.30	Service Officer	6 Vendors	8 Transactions
122	DEPT			Planning & Zoning		
	783 Canon Financial Services, Inc					
	01- 122- 000- 0000- 6231		248.73	Contract charges- 029	16475459	Services, Labor, Contracts, Programming
	783 Canon Financial Services, Inc		248.73		1 Transactions	
	8175 Centurylink					
	01- 122- 000- 0000- 6250		135.65	LONG DISTANCE	313645966	Telephone
	8175 Centurylink		135.65		1 Transactions	
	13442 Hagen/Michael					
	01- 122- 038- 0000- 6330		29.70	PC/Onsite mileage	55@.54	Boa/Pc Mileage
	01- 122- 000- 0000- 6350		50.00	PC Meeting	9/19/16	Per Diem
	01- 122- 000- 0000- 6350		10.00	Onsite	Tower	Per Diem
	13442 Hagen/Michael		89.70		3 Transactions	
	13066 Hargrave/Bryan					
	01- 122- 000- 0000- 6231		3,500.00	Contract Inspections	10@350.00	Services, Labor, Contracts, Programming
				09/19/2016	09/30/2016	
	13066 Hargrave/Bryan		3,500.00		1 Transactions	
	2340 Hyytinen Hardware Hank					
	01- 122- 000- 0000- 6405		4.99	duct tape	1355245	Office, Computer, Film, & Field Supplies
	2340 Hyytinen Hardware Hank		4.99		1 Transactions	
	11990 Lange/David					
	01- 122- 038- 0000- 6330		55.08	PC/Onsite mileage	102@.54	Boa/Pc Mileage
	01- 122- 000- 0000- 6350		10.00	Onsite	2016- 000907	Per Diem
	01- 122- 000- 0000- 6350		50.00	PC Meeting	9/19/16	Per Diem
	11990 Lange/David		115.08		3 Transactions	
	14138 O'Neil/Tom					
	01- 122- 029- 0000- 6304		10,462.50	75% Pymt- Sewer Holly Smith		MPCA SSTS Upgrade Grant Expenses
	14138 O'Neil/Tom		10,462.50		1 Transactions	
	5516 Paquette/Jeremy M					
	01- 122- 038- 0000- 6330		110.16	PC/Onsite mileage	204@.54	Boa/Pc Mileage
	01- 122- 000- 0000- 6350		50.00	PC Meeting	9/19/16	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
	01- 122- 000- 0000- 6350		10.00	Onsite	Kulifi	Per Diem
5516	Paquette/Jeremy M		170.16		3 Transactions	
14132	R & R Landscaping					
	01- 122- 000- 0000- 6820		200.00	Full refund App#2016- 000899		Refunds & Reimbursements
14132	R & R Landscaping		200.00		1 Transactions	
13424	Sonnee/Dennise J					
	01- 122- 000- 0000- 6350		50.00	PC Meeting	09/19/16	Per Diem
	01- 122- 038- 0000- 6330		27.00	PC mileage	50@.54	Boa/Pc Mileage
13424	Sonnee/Dennise J		77.00		2 Transactions	
12077	Stromberg/Kevin					
	01- 122- 000- 0000- 6208		60.00	Registration for Training		Training/Education
	01- 122- 038- 0000- 6330		103.68	mileage- Land Use Training	192@.54	Boa/Pc Mileage
12077	Stromberg/Kevin		163.68		2 Transactions	
6097	Verizon Wireless					
	01- 122- 000- 0000- 6250		41.59	P&Z Cell Phone charges	380690138	Telephone
				08/14/2016	09/13/2016	
6097	Verizon Wireless		41.59		1 Transactions	
10895	Westerlund/Laurie Ann					
	01- 122- 038- 0000- 6330		22.68	PC mileage	54@.54	Boa/Pc Mileage
10895	Westerlund/Laurie Ann		22.68		1 Transactions	
122	DEPT Total:		15,231.76	Planning & Zoning	13 Vendors	21 Transactions
200	DEPT			Enforcement		
	117 Aitkin County Sheriff					
	01- 200- 000- 0000- 6240		90.00	MN Post Board- Parenteau licens		Dues
	01- 200- 000- 0000- 6374		59.25	title three squads	09/22/16	Auto & Trailer License
	117 Aitkin County Sheriff		149.25		2 Transactions	
	170 Aitkin Motor Company					
	01- 200- 000- 0000- 6302		47.74	oil change #220 exp	10703	Car Maintenance
	170 Aitkin Motor Company		47.74		1 Transactions	
8175	Centurylink					

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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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01- 200- 000- 0000- 6250		LONG DISTANCE	313645966	Telephone
01- 200- 000- 0000- 6250		LONG DISTANCE	313645966	Telephone
8175 Centurylink		2 Transactions		
10185 Centurylink Communications Inc				
01- 200- 000- 0000- 6250	7.41	Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc	7.41	1 Transactions		
1059 CMI, Inc.				
01- 200- 000- 0000- 6405	76.94	DataMaster Mouthpieces	826782	Office Supplies
1059 CMI, Inc.	76.94	1 Transactions		
6121 Identisys				
01- 200- 000- 0000- 6405	165.00	printer ribbon, laminate	314199	Office Supplies
01- 200- 039- 0000- 6425	348.14	printer ribbon, laminate	314199	Gun Permit Expenses
6121 Identisys	513.14	2 Transactions		
5756 KEEPRS, Inc				
01- 200- 000- 0000- 6410	159.81	uniform shirts- Karla,Dylon,nat	321117- 01	Clothing Allowance
5756 KEEPRS, Inc	159.81	1 Transactions		
11538 RCB Collections Range Credit Bureau Inc				
01- 200- 000- 0000- 6231	15.13	Credit Reports- background ck	103693	Services & Labor (Incl Contracts)
11538 RCB Collections Range Credit Bureau Inc	15.13	1 Transactions		
13864 Sandberg/Kristi				
01- 200- 000- 0000- 6150	1,000.00	October 2016 Cobra Premium		Health Insurance- Employer
13864 Sandberg/Kristi	1,000.00	1 Transactions		
4681 Strelchers				
01- 200- 000- 0000- 6410	157.94	#211, #204 Uniform equipment	11226472	Clothing Allowance
4681 Strelchers	157.94	1 Transactions		
9642 WEX BANK				
01- 200- 000- 0000- 6511	3,998.22	Gas for Squads	0424007043961	Gas And Oil
9642 WEX BANK	3,998.22	1 Transactions		
11638 Winter/Travis				
01- 200- 000- 0000- 6405	16.01	batteries for gamecam		Office Supplies

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Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
11638 Winter/Travis					16.01		1 Transactions				
200 DEPT Total:					6,369.65	Enforcement		12 Vendors		15 Transactions	
202 DEPT						Boat & Water					
3950 Public Utilities		01- 202- 000- 0000- 6254			20.87	Boat & Water				Utilities	
3950 Public Utilities					20.87		1 Transactions				
9642 WEX BANK		01- 202- 000- 0000- 6511			376.89	Gas for Squads		0424007043961		Gas And Oil	
9642 WEX BANK					376.89		1 Transactions				
202 DEPT Total:					397.76	Boat & Water		2 Vendors		2 Transactions	
206 DEPT						Forfeitures					
117 Aitkin County Sheriff		01- 206- 000- 0000- 6409			19.75	title forfeited vehicle		09/22/16		Forfeiture Supplies	
117 Aitkin County Sheriff					19.75		1 Transactions				
206 DEPT Total:					19.75	Forfeitures		1 Vendors		1 Transactions	
252 DEPT						Corrections					
783 Canon Financial Services, Inc		01- 252- 000- 0000- 6231			96.07	Contract Copier- 032		16475455		Services & Labor (Incl Contracts)	
783 Canon Financial Services, Inc					96.07		1 Transactions				
8175 Centurylink		01- 252- 000- 0000- 6250			278.22	LONG DISTANCE		313645966		Telephone	
8175 Centurylink					278.22		1 Transactions				
10185 Centurylink Communications Inc		01- 252- 000- 0000- 6250			7.41	Toll Free Charges		320295974		Telephone	
10185 Centurylink Communications Inc					7.41		1 Transactions				
163 Charter Communications		01- 252- 252- 0000- 6405			181.67	inmate cable TV				Prisoner Welfare	

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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.</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>
163	Charter Communications		181.67	1 Transactions		
88628	Dalco					
	01- 252- 000- 0000- 6422		559.72	jail paper products	3077017	Janitorial Supplies
88628	Dalco		559.72	1 Transactions		
1491	Dutch's Electric, Inc					
	01- 252- 000- 0000- 6590		91.87	Replace Ballast	24779	Repair & Maintenance Supplies
1491	Dutch's Electric, Inc		91.87	1 Transactions		
2186	Hillyard Inc - Kansas City					
	01- 252- 000- 0000- 6422		349.21	Janitorial	602239415	Janitorial Supplies
2186	Hillyard Inc - Kansas City		349.21	1 Transactions		
11889	Honeywell International Inc.					
	01- 252- 000- 0000- 6590		5,278.85	fix compressor on rooftop chil	5237572707	Repair & Maintenance Supplies
11889	Honeywell International Inc.		5,278.85	1 Transactions		
11428	Horizon Roofing, INC.					
	01- 252- 000- 0000- 6590		1,200.00	Roof repairs per 2016 inspecti	98817	Repair & Maintenance Supplies
11428	Horizon Roofing, INC.		1,200.00	1 Transactions		
5503	Keefe Supply Company					
	01- 252- 000- 0000- 6418		606.48	commissary supplies	740616	Groceries
5503	Keefe Supply Company		606.48	1 Transactions		
5756	KEEPRS, Inc					
	01- 252- 000- 0000- 6410		146.21	uniform shirts- Karla,Dylon,nat	321117- 01	Clothing Allowance
5756	KEEPRS, Inc		146.21	1 Transactions		
12777	Lammers Appliance Repair					
	01- 252- 000- 0000- 6231		271.74	dryer repair,rollers, belt	1694	Services & Labor (Incl Contracts)
12777	Lammers Appliance Repair		271.74	1 Transactions		
9692	Minnesota Energy Resources Corporation					
	01- 252- 000- 0000- 6254		423.72	Gas- Jail	0505399584	Utilities & Heating
	01- 252- 000- 0000- 6254		49.49	Gas- Jail	0506726121	Utilities & Heating
	01- 252- 000- 0000- 6254		20.40	Gas- STS	0506726121	Utilities & Heating

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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.</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>
9692 Minnesota Energy Resources Corporation		493.61	3 Transactions	
3789 Pan-O- Gold Baking Company				
01- 252- 000- 0000- 6418		70.35	Groceries	010024625931 Groceries
01- 252- 000- 0000- 6418		34.44	Groceries	010024626124 Groceries
01- 252- 000- 0000- 6418		178.18	Groceries	10024626616 Groceries
3789 Pan-O- Gold Baking Company		282.97	3 Transactions	
11947 Phoenix Supply				
01- 252- 000- 0000- 6424		918.70	inmate supplies	10295 Inmate Supplies
11947 Phoenix Supply		918.70	1 Transactions	
3950 Public Utilities				
01- 252- 000- 0000- 6254		44.43	Sheriff Storage Garage	Utilities & Heating
01- 252- 000- 0000- 6254		1,429.19	New Jail	Utilities & Heating
01- 252- 000- 0000- 6254		6,622.78	New Jail 2	Utilities & Heating
3950 Public Utilities		8,096.40	3 Transactions	
11538 RCB Collections Range Credit Bureau Inc				
01- 252- 000- 0000- 6231		15.13	Credit Reports- background ck	103693 Services & Labor (Incl Contracts)
11538 RCB Collections Range Credit Bureau Inc		15.13	1 Transactions	
4681 Streichers				
01- 252- 000- 0000- 6410		62.98	Uniform Pant Chandler	I1266496 Clothing Allowance
01- 252- 000- 0000- 6410		49.99	Uniform Pant Chandler	I1266500 Clothing Allowance
4681 Streichers		112.97	2 Transactions	
4761 Sysco Minnesota Inc				
01- 252- 000- 0000- 6418		89.59	Groceries	609140359 Groceries
01- 252- 000- 0000- 6420		28.34	hand/nail brush	609150532 Kitchen Supplies
01- 252- 000- 0000- 6418		2,854.23	Groceries	609150745 Groceries
01- 252- 000- 0000- 6418		3,856.68	Groceries	609220726 Groceries
4761 Sysco Minnesota Inc		6,828.84	4 Transactions	
86235 The Office Shop Inc				
01- 252- 000- 0000- 6405		42.49	Toner	287800- 0 Office & Computer Supplies
86235 The Office Shop Inc		42.49	1 Transactions	
10005 Watson/Linda				

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10005	Watson/Linda		Indigent Inmate haircuts	09/20/16	Services & Labor (Incl Contracts)
		20.00			
		20.00	1 Transactions		
9642	WEX BANK				
	01- 252- 000- 0000- 6330	433.66	Gas for Squads	0424007043961	Prisoner Transportation & Travel
9642	WEX BANK	433.66			
			1 Transactions		
252	DEPT Total:	26,312.22	Corrections	22 Vendors	32 Transactions
253	DEPT		Sentence to Serve		
8175	Centurylink				
	01- 253- 000- 0000- 6250	7.15	LONG DISTANCE	313645966	Telephone
8175	Centurylink	7.15		1 Transactions	
12927	Midwest Machinery Co.				
	01- 253- 000- 0000- 6405	11.42	handle molding	1343881	Operating Supplies
	01- 253- 000- 0000- 6231	108.55	Service Stihl Chainsaw	1345051	Services, Labor, Contracts
12927	Midwest Machinery Co.	119.97		2 Transactions	
5551	Unclaimed Freight North				
	01- 253- 000- 0000- 6405	23.34	brushes, rollers,paint pans	080568	Operating Supplies
5551	Unclaimed Freight North	23.34		1 Transactions	
253	DEPT Total:	150.46	Sentence to Serve	3 Vendors	4 Transactions
257	DEPT		Community Corrections		
783	Canon Financial Services, Inc				
	01- 257- 000- 0000- 6342	140.67	Contract charges- 036	16475464	Office Equipment Rental/Contracts
783	Canon Financial Services, Inc	140.67		1 Transactions	
11997	Minnesota Monitoring				
	01- 257- 022- 0000- 6406	721.50	Monitoring	3041	Sobriety Crt Expenses
11997	Minnesota Monitoring	721.50		1 Transactions	
14088	Patras/Michael R.				
	01- 257- 257- 0000- 6330	19.36	McGregor check in day	44@.44	Mileage
			09/21/2016 09/21/2016		
	01- 257- 257- 0000- 6330	26.84	Mille Lacs Jail- #10922, 8204	61@.44	Mileage

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01- 257- 257- 0000- 6330	29.04	09/26/2016 09/26/2016 Mille Lacs Jail- Client #10922	66@.44	Mileage
01- 257- 257- 0000- 6330	29.04	09/16/2016 09/16/2016 Mille Lacs Jail- #10922, 8204	66@.44	Mileage
14088 Patras/Michael R.	104.28	09/26/2016 09/26/2016 4 Transactions		
88293 Quill Corporation				
01- 257- 000- 0000- 6405	30.78	2017 Calendars	16130	Office Supplies
01- 257- 255- 0000- 6405	10.79	2017 Calendars	16130	Office Supplies
01- 257- 257- 0000- 6405	91.13	2017 Calendars	16130	Office Supplies
88293 Quill Corporation	132.70	3 Transactions		
14128 Washington County				
01- 257- 251- 0000- 6241	375.00	Reg.Fees- M.Patras IPPC Trng	94983	Registration Fee
14128 Washington County	375.00	1 Transactions		
257 DEPT Total:	1,474.15	Community Corrections	5 Vendors	10 Transactions
280 DEPT		Emergency Management		
10185 Centurylink Communications Inc				
01- 280- 000- 0000- 6250	1.29	Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc	1.29	1 Transactions		
4870 Turner/Scott A.				
01- 280- 003- 0000- 6330	40.48	mileage/2016 AMEM Conference	92@.44	Transporation
4870 Turner/Scott A.	40.48	1 Transactions		
280 DEPT Total:	41.77	Emergency Management	2 Vendors	2 Transactions
390 DEPT		Environmental Health (FBL)		
8175 Centurylink				
01- 390- 000- 0000- 6250	25.14	LONG DISTANCE	313645966	Telephone
8175 Centurylink	25.14	1 Transactions		
12486 Leitinger/Michelle				
01- 390- 000- 0000- 6240	45.00	MDH License reimbursement		Dues

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12486 Leitinger/Michelle					45.00						
							1 Transactions				
390 DEPT Total:					70.14	Environmental Health (FBL)		2 Vendors		2 Transactions	
391 DEPT						Solid Waste					
8175 Centurylink											
		01- 391- 000- 0000- 6250			18.55	LONG DISTANCE		313645966		Telephone	
8175 Centurylink					18.55		1 Transactions				
12066 Kunz/Kristi											
		01- 391- 036- 0000- 6416			33.44	mileage- EED day at LLCC		76@.44		EED Expenses/Supplies	
12066 Kunz/Kristi					33.44		1 Transactions				
3376 Minnesota Zoomobile											
		01- 391- 036- 0000- 6416			1,230.00	EED program at LLCC		6368		EED Expenses/Supplies	
3376 Minnesota Zoomobile					1,230.00		1 Transactions				
3503 Neff/Terry B.											
		01- 391- 000- 0000- 6340			18.30	meals/SWAA Conference		09/14- 09/15		Meals	
3503 Neff/Terry B.					18.30		1 Transactions				
6097 Verizon Wireless											
		01- 391- 000- 0000- 6250			74.17	Cell phone- Neff		286252299		Telephone	
						08/03/2016	09/02/2016				
6097 Verizon Wireless					74.17		1 Transactions				
391 DEPT Total:					1,374.46	Solid Waste		5 Vendors		5 Transactions	
392 DEPT						Water Wells					
405 A.W. Research Laboratories, Inc.											
		01- 392- 000- 0000- 6231			41.00	Coliform/Nitrate testing		15233		Services, Labor, Contracts	
405 A.W. Research Laboratories, Inc.					41.00		1 Transactions				
12486 Leitinger/Michelle											
		01- 392- 000- 0000- 6405			25.46	purchase sampling cups				Office & Film Supplies	
12486 Leitinger/Michelle					25.46		1 Transactions				
13679 THOMAS SCIENTIFIC											

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01- 392- 000- 0000- 6405		Whirl Pak Bags	0943379	Office & Film Supplies
	01- 392- 000- 0000- 6405		Nitrogen, Nitrate	0945251	Office & Film Supplies
13679	THOMAS SCIENTIFIC		2 Transactions		
392	DEPT Total:	159.64	Water Wells	3 Vendors	4 Transactions
601	DEPT		Extension		
8175	Centurylink				
	01- 601- 000- 0000- 6250	0.34	LONG DISTANCE	313645966	Telephone
8175	Centurylink	0.34	1 Transactions		
11187	Regents Of The University of Minnesota				
	01- 601- 000- 0000- 6262	12,915.18	Q 3 2016 MOA billing- Strande	0300016436	Univ Of Minn Contracts
11187	Regents Of The University of Minnesota	12,915.18	1 Transactions		
601	DEPT Total:	12,915.52	Extension	2 Vendors	2 Transactions
700	DEPT		Promotion,AEOA Tran,Airport,RC&D,Tol		
13995	Midwest Outdoors				
	01- 700- 909- 0000- 6800	300.00	September Advertising	7098	Tourism Miscellaneous
13995	Midwest Outdoors	300.00	1 Transactions		
700	DEPT Total:	300.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions
711	DEPT		Economic Development		
8175	Centurylink				
	01- 711- 000- 0000- 6250	5.25	LONG DISTANCE	313645966	Telephone
8175	Centurylink	5.25	1 Transactions		
711	DEPT Total:	5.25	Economic Development	1 Vendors	1 Transactions
1	Fund Total:	90,230.32	General Fund		187 Transactions

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301	DEPT			R&B Administration		
783	Canon Financial Services, Inc					
	03- 301- 000- 0000- 6300		212.26	CONTRACT CHARGE 091216	16475456	Service Contracts
783	Canon Financial Services, Inc		212.26	1 Transactions		
89541	Culligan					
	03- 301- 000- 0000- 6400		42.00	WATER 092816	409542	Supplies And Materials
89541	Culligan		42.00	1 Transactions		
11406	Innovative Office Solutions					
	03- 301- 000- 0000- 6400		329.67	OFFICE SUPPLIES 091916	IN1322065	Supplies And Materials
11406	Innovative Office Solutions		329.67	1 Transactions		
87175	Insty- Prints					
	03- 301- 000- 0000- 6400		893.45	INVOICES 3001- 6000 092216	84215	Supplies And Materials
87175	Insty- Prints		893.45	1 Transactions		
10948	MN Dept of Labor & Industry					
	03- 301- 000- 0000- 6241		50.00	CARTER BOILER LICENSE E 092616		Fees/Prof/Misc
10948	MN Dept of Labor & Industry		50.00	1 Transactions		
301	DEPT Total:		1,527.38	R&B Administration	5 Vendors	5 Transactions
303	DEPT			R&B Highway Maintenance		
50	Aitkin Body Shop, Inc					
	03- 303- 000- 0000- 6298		165.63	REPAIR PARTS 091516	8242	Shop Maintenance
	03- 303- 000- 0000- 6298		99.00	REPAIR LABOR 091516	8242	Shop Maintenance
50	Aitkin Body Shop, Inc		264.63	2 Transactions		
170	Aitkin Motor Company					
	03- 303- 000- 0000- 6590		5.19	REPAIR PARTS 090716	11869	Repair & Maintenance Supplies
170	Aitkin Motor Company		5.19	1 Transactions		
195	Aitkin Tire Shop					
	03- 303- 000- 0000- 6590		60.00-	TIRE RETURN LABOR 090716	0- 056289	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		60.00	REPAIR LABOR 090816	0- 056296	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		60.00	REPAIR LABOR 090816	0- 056296	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		484.52-	TIRE RETURN 090716	0- 56289	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		498.64	TIRES 090816	0- 56296	Repair & Maintenance Supplies

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	03- 303- 000- 0000- 6590		TIRES 090816	0- 56296	Repair & Maintenance Supplies
195	Aitkin Tire Shop		572.76	6 Transactions	
10452	AT&T Mobility				
	03- 303- 000- 0000- 6254		34.99	PAUL'S IPAD SVC 092516	287266104878X0 Utilities
10452	AT&T Mobility		34.99	1 Transactions	
86467	Auto Value Aitkin				
	03- 303- 000- 0000- 6298		86.99	AITKIN SHOP SUPPLIES 082616	40088736 Shop Maintenance
	03- 303- 000- 0000- 6590		354.17	REPAIR PARTS 092216	40090035 Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		471.98	REPAIR PARTS 092216	40090039 Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		8.89	REPAIR PARTS 092216	40090070 Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		228.20	REPAIR PARTS 092216	40090072 Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		49.90	REPAIR PARTS 092216	40090073 Repair & Maintenance Supplies
86467	Auto Value Aitkin		743.73	6 Transactions	
8175	Centurylink				
	03- 303- 000- 0000- 6254		82.91	LONG DISTANCE	313645966 Utilities
	03- 303- 000- 0000- 6254		31.35	FAX: HWY OFFICE 091116	AUG- SEPT Utilities
8175	Centurylink		114.26	2 Transactions	
13892	COURIER/DON				
	03- 303- 000- 0000- 6411		94.99	WORK BOOTS REIMBURSEMEN 091716	7754401 Safety Footwear
13892	COURIER/DON		94.99	1 Transactions	
7935	East Central Energy				
	03- 303- 000- 0000- 6254		109.07	AUG- SEPT POWER- MCGRATH 091416	70415419 Utilities
7935	East Central Energy		109.07	1 Transactions	
7060	Federated Co- Ops Inc.				
	03- 303- 000- 0000- 6297		76.86	MCGREGOR SHOP PROPANE 091416	102102604 Shop Fuel
7060	Federated Co- Ops Inc.		76.86	1 Transactions	
14137	Forterra Pipe & Precast				
	03- 303- 000- 0000- 6521		919.80	CULVERT REPAIR 092016	DU00001091 Maintenance Supplies
14137	Forterra Pipe & Precast		919.80	1 Transactions	
8622	Frontier				
	03- 303- 000- 0000- 6254		60.72	JACOBSON 092216	218- 752- 6591 Utilities

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	03- 303- 000- 0000- 6254		MCGREGOR 092216	218- 768- 4481	Utilities
	03- 303- 000- 0000- 6254		PALISADE 092216	218- 845- 2607	Utilities
	03- 303- 000- 0000- 6254		MCGRATH 092216	320- 592- 3580	Utilities
8622	Frontier	242.88	4 Transactions		
13468	G & K Services				
	03- 303- 000- 0000- 6298	18.93	SHOP LAUNDRY 091916	1043577690	Shop Maintenance
	03- 303- 000- 0000- 6298	18.93	SHOP LAUNDRY 092616	1043583240	Shop Maintenance
13468	G & K Services	37.86	2 Transactions		
2763	J & H Transfer Station- Lakes Sanitary				
	03- 303- 000- 0000- 6254	93.89	AITKIN 090116	109341	Utilities
	03- 303- 000- 0000- 6254	57.65	PALISADE 090116	109342	Utilities
2763	J & H Transfer Station- Lakes Sanitary	151.54	2 Transactions		
8101	Kris Engineering Inc				
	03- 303- 000- 0000- 6590	1,326.20	REPAIR PARTS 092216	27285	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	1,326.20	REPAIR PARTS 092216	27285	Repair & Maintenance Supplies
8101	Kris Engineering Inc	2,652.40	2 Transactions		
9486	Larson Plumbing & Heating				
	03- 303- 000- 0000- 6298	502.27	AITKIN SHOP 091816	4261	Shop Maintenance
9486	Larson Plumbing & Heating	502.27	1 Transactions		
2941	M R Sign Co Inc				
	03- 303- 000- 0000- 6516	494.40	SIGN SUPPLIES 091416	192523	Signs & Posts
	03- 303- 000- 0000- 6516	706.14	RESIDENT E- 911 SIGNS 092616	192714	Signs & Posts
2941	M R Sign Co Inc	1,200.54	2 Transactions		
3100	McGregor Oil				
	03- 303- 000- 0000- 6513	1,141.30	SWATARA DIESEL 082216	55668	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	1,559.08	PALISADE DIESEL 082216	55669	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	493.74	JACOBSON DIESEL 082216	55670	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	857.94	SWATARA DIESEL 082416	55681	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	981.82	SWATARA DIESEL 083016	55704	Motor Fuel & Lubricants
3100	McGregor Oil	5,033.88	5 Transactions		
12927	Midwest Machinery Co.				
	03- 303- 000- 0000- 6590	299.50	REPAIR PARTS 090116	1335411	Repair & Maintenance Supplies

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	03- 303- 000- 0000- 6590		REPAIR PARTS 091316	1341127	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		REPAIR PARTS 091416	1342267	Repair & Maintenance Supplies
12927	Midwest Machinery Co.		503.78	3 Transactions	
8691	Northland Hydraulic Service				
	03- 303- 000- 0000- 6590		313.00	REPAIR PARTS 090816	8371
	03- 303- 000- 0000- 6590		450.00	REPAIR LABOR 090816	8371
8691	Northland Hydraulic Service		763.00	2 Transactions	
10720	Nuss Truck & Equipment				
	03- 303- 000- 0000- 6590		52.80	FILTERS 091416	3157378P
10720	Nuss Truck & Equipment		52.80	1 Transactions	
3950	Public Utilities				
	03- 303- 000- 0000- 6254		42.50	HWY 210 W & CR 28 092216	02- 00059455- 00
	03- 303- 000- 0000- 6254		70.12	AITKIN SHOP WATER 092216	02- 00063335- 00
	03- 303- 000- 0000- 6254		48.32	HWY 210/169 E & CR 12 092216	02- 00063388- 00
	03- 303- 000- 0000- 6254		63.82	HWY 47 & CR 12 092216	02- 00064092- 00
3950	Public Utilities		224.76	4 Transactions	
10257	Sadie Llama Designs				
	03- 303- 000- 0000- 6516		72.00	E- 911 SIGNING 091416	85254.7348
10257	Sadie Llama Designs		72.00	1 Transactions	
8300	Smith/Greg				
	03- 303- 000- 0000- 6411		145.00	WORK BOOTS REIMBURSEMEN 092416	6419
8300	Smith/Greg		145.00	1 Transactions	
4711	Sunnys Citgo				
	03- 303- 000- 0000- 6513		57.01	GASOLINE 090116	1017980
4711	Sunnys Citgo		57.01	1 Transactions	
90805	Temco				
	03- 303- 000- 0000- 6590		18.20	AITKIN SHOP 091216	20518
	03- 303- 000- 0000- 6590		45.00	AITKIN SHOP 091216	20525
90805	Temco		63.20	2 Transactions	
13622	TrueNorth Steel				
	03- 303- 000- 0000- 6515		2,073.60	12" ANNULAR CULVERT 092216	BL0000005641

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03- 303- 000- 0000- 6515	1,656.96	15" ANNULAR CULVERT 092216	BL0000005641	Culverts
03- 303- 000- 0000- 6515	1,532.16	24" ANNULAR CULVERT 092216	BL0000005641	Culverts
03- 303- 000- 0000- 6515	4,815.36	24" ANNULAR CULVERT 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	3,283.20	30" ANNULAR CULVERT 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	1,725.12	48" ANNULAR CULVERT 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	129.80	12" CULVERT BAND 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	156.00	15" CULVERT BAND 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	185.40	24" CULVERT BAND 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	76.16	30" CULVERT BAND 092316	BL0000005648	Culverts
03- 303- 000- 0000- 6515	69.20	48" CULVERT BAND 092316	BL0000005648	Culverts
13622 TrueNorth Steel	15,702.96	11 Transactions		
5295 Ziegler Inc				
03- 303- 000- 0000- 6590	367.54	FILTERS 091516	PC190059977	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	339.33	REPAIR PARTS 092416	PC190060230	Repair & Maintenance Supplies
5295 Ziegler Inc	706.87	2 Transactions		
303 DEPT Total:	31,049.03	R&B Highway Maintenance	27 Vendors	68 Transactions
307 DEPT		R&B Capital Infrastructure		
7525 Hometown Bldg Supply				
03- 307- 000- 0000- 6260	69.68	SALVAGE GATE 092316	87297	Professional Services
7525 Hometown Bldg Supply	69.68	1 Transactions		
307 DEPT Total:	69.68	R&B Capital Infrastructure	1 Vendors	1 Transactions
3 Fund Total:	32,646.09	Road & Bridge		74 Transactions

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT			Public Health Department		
248	Association of Mn Counties					
	05- 400- 440- 0410- 6240		24.00	AMC Membership- Burke	44925	Membership/Dues/Association Fees
248	Association of Mn Counties		24.00	1 Transactions		
8175	Centurylink					
	05- 400- 440- 0410- 6250		2.14	LONG DISTANCE	313645966	Telephone
	05- 400- 440- 0410- 6250		9.63	LONG DISTANCE- HHS	313645966	Telephone
	05- 400- 440- 0410- 6250		82.01	LONG DISTANCE- PH	313645966	Telephone
8175	Centurylink		93.78	3 Transactions		
10185	Centurylink Communications Inc					
	05- 400- 440- 0410- 6250		6.11	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		6.11	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 400- 440- 0410- 6300		11.26	October Maintenance	271214	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		11.26	1 Transactions		
400	DEPT Total:		135.15	Public Health Department	4 Vendors	6 Transactions
420	DEPT			Income Maintenance		
248	Association of Mn Counties					
	05- 420- 600- 4800- 6240		51.00	AMC Membership- Burke	44925	Membership/Dues/Association Fees
248	Association of Mn Counties		51.00	1 Transactions		
8175	Centurylink					
	05- 420- 600- 4800- 6250		4.56	LONG DISTANCE	313645966	Telephone
	05- 420- 600- 4800- 6250		20.48	LONG DISTANCE- HHS	313645966	Telephone
	05- 420- 600- 4800- 6250		271.52	LONG DISTANCE - IM	313645966	Telephone
	05- 420- 640- 4800- 6250		92.85	LONG DISTANCE- CS	313645966	Telephone
8175	Centurylink		389.41	4 Transactions		
10185	Centurylink Communications Inc					
	05- 420- 600- 4800- 6250		12.98	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		12.98	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 420- 600- 4800- 6300		23.94	October Maintenance	271214	Maintenance/Service Contracts

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5 Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	05- 420- 640- 4800- 6300		35.20	October Maintenance	271214	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		59.14	2 Transactions		
420	DEPT Total:		512.53	Income Maintenance	4 Vendors	8 Transactions
430	DEPT			Social Services		
248	Association of Mn Counties					
	05- 430- 700- 4800- 6240		75.00	AMC Membership- Burke	44925	Membership/Dues/Association Fees
248	Association of Mn Counties		75.00	1 Transactions		
8175	Centurylink					
	05- 430- 700- 4800- 6250		6.71	LONG DISTANCE	313645966	Telephone
	05- 430- 700- 4800- 6250		30.12	LONG DISTANCE- HHS	313645966	Telephone
	05- 430- 700- 4800- 6250		564.49	LONG DISTANCE- SS	313645966	Telephone
8175	Centurylink		601.32	3 Transactions		
10185	Centurylink Communications Inc					
	05- 430- 700- 4800- 6250		19.10	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		19.10	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 430- 700- 4800- 6300		35.20	October Maintenance	271214	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		35.20	1 Transactions		
430	DEPT Total:		730.62	Social Services	4 Vendors	6 Transactions
5	Fund Total:		1,378.30	Health & Human Services		20 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

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10 Trust

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		
13447	Futurewood				
	10- 900- 000- 0000- 2300	2,011.20	timber bond refund R#2570	13221	Timber Permit Bonds
13447	Futurewood	2,011.20	1 Transactions		
12589	Haapoja/George				
	10- 900- 000- 0000- 2300	718.74	timbr permit bond refundR#2836	13659	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,120.25	timbr permit bond refundR#2762	13769	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,179.20-	bond refunded from #13708	R#2399	Timber Permit Bonds
12589	Haapoja/George	659.79	3 Transactions		
5791	Sappi				
	10- 900- 000- 0000- 2300	4,246.00	timber bond refund R#2723	13798	Timber Permit Bonds
5791	Sappi	4,246.00	1 Transactions		
14141	Wayrynen/Matt				
	10- 900- 000- 0000- 2300	1,310.75	timber permit refund R#2782	13818	Timber Permit Bonds
14141	Wayrynen/Matt	1,310.75	1 Transactions		
900	DEPT Total:	8,227.74	Timber Permit Bonds	4 Vendors	6 Transactions
921	DEPT		Co. Development		
8175	Centurylink				
	10- 921- 000- 0000- 6250	12.40	LONG DISTANCE - GIS	313645966	Telephone
	10- 921- 000- 0000- 6250	3.02	LD- Surveyor	313645966	Telephone
8175	Centurylink	15.42	2 Transactions		
12525	CES Imaging				
	10- 921- 000- 0000- 6405	114.79	paper, magenta ink	47515	Office Supplies
12525	CES Imaging	114.79	1 Transactions		
5845	Goble Portable Toilets				
	10- 921- 000- 0000- 6231	155.00	blind lake protable total	17851	Services, Labor, Contracts
	10- 921- 000- 0000- 6231	120.00	Swatara portable toilets	17851	Services, Labor, Contracts
5845	Goble Portable Toilets	275.00	2 Transactions		
6115	Mn Gis Lis Conference				
	10- 921- 000- 0000- 6208	275.00	Dan- GIS conference	200002134	Training/Education

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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
6115	Mn Gis Lis Conference		275.00	1 Transactions		
4989	Viking Explosives LLC					
	10- 921- 000- 0000- 6406		79.00	20# duplex conn.wire spool	1866817	Field Supplies
4989	Viking Explosives LLC		79.00	1 Transactions		
921	DEPT Total:		759.21	Co. Development	5 Vendors	7 Transactions
923	DEPT			Forfeited Tax Sales		
10452	AT&T Mobility					
	10- 923- 000- 0000- 6254		71.77	cell phone charges	287257204209	Utilities
				08/18/2016 09/17/2016		
10452	AT&T Mobility		71.77	1 Transactions		
10673	Brown Trucking/Joe					
	10- 923- 000- 0000- 6231		1,200.00	clearing of 12- 2 blowdown debi		Services, Labor, Contracts
10673	Brown Trucking/Joe		1,200.00	1 Transactions		
783	Canon Financial Services, Inc					
	10- 923- 000- 0000- 6405		327.05	Contract Charges- 034	16475463	Office Supplies
783	Canon Financial Services, Inc		327.05	1 Transactions		
8175	Centurylink					
	10- 923- 000- 0000- 6250		14.30	LONG DISTANCE	313645966	Telephone
8175	Centurylink		14.30	1 Transactions		
12589	Haapoja/George					
	10- 923- 000- 0000- 6820		1,291.96	overappraised refund	13659	Refunds & Reimbursements
	10- 923- 000- 0000- 6820		3,705.80	overappraised refund	13769	Refunds & Reimbursements
12589	Haapoja/George		4,997.76	2 Transactions		
2410	Jacobs/Mark H					
	10- 923- 000- 0000- 6330		46.64	MFRP mileage	9/15/16	Transportation & Travel
	10- 923- 000- 0000- 6330		46.64	GRFA & MACLC mileage	9/16/16	Transportation & Travel
2410	Jacobs/Mark H		93.28	2 Transactions		
5791	Sappi					
	10- 923- 000- 0000- 6820		7,072.36	overappraised refund	13798	Refunds & Reimbursements

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
5791	Sappl				
		7,072.36	1 Transactions		
13934	Tire Barn				
	10- 923- 000- 0000- 6590	65.27	LOF, air filter	35900	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	212.92	starter assembly	35955	Repair & Maintenance Supplies
13934	Tire Barn	278.19	2 Transactions		
14141	Wayrynen/Matt				
	10- 923- 000- 0000- 6820	543.64	overappraised refund	13818	Refunds & Reimbursements
14141	Wayrynen/Matt	543.64	1 Transactions		
923	DEPT Total:	14,598.35	Forfeited Tax Sales	9 Vendors	12 Transactions
10	Fund Total:	23,585.30	Trust		25 Transactions

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11 Forest Development

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>Paid On Bhf #</u> <u>On Behalf of Name</u>
924	DEPT		Forest Resource		
10452	AT&T Mobility				
	11- 924- 000- 0000- 6250		134.58	cell phone charges	287257204209 Telephone
				08/18/2016 09/17/2016	
				1 Transactions	
10452	AT&T Mobility		134.58		
11406	Innovative Office Solutions				
	11- 924- 000- 0000- 6405		43.98	ink cartridges for Tracy	1323594 Office Supplies
11406	Innovative Office Solutions		43.98	1 Transactions	
12110	Revelin Vehicle Solutions, LLC				
	11- 924- 000- 0000- 6231		310.00	laptop mount in truck	159 Services, Labor, Contracts
12110	Revelin Vehicle Solutions, LLC		310.00	1 Transactions	
924	DEPT Total:		488.56	Forest Resource	3 Vendors 3 Transactions
925	DEPT			Reforestation	
1701	Forestry Suppliers Inc				
	11- 925- 000- 0000- 6406		247.32	horseshoe nail,tapes,prism	944984- 00 Field Supplies
1701	Forestry Suppliers Inc		247.32	1 Transactions	
5845	Goble Portable Toilets				
	11- 925- 000- 0000- 6231		155.00	RL Portable toilet	17851 Services, Labor, Contracts
	11- 925- 000- 0000- 6231		230.00	Lone Lake portable toilet	17851 Services, Labor, Contracts
5845	Goble Portable Toilets		385.00	2 Transactions	
9354	Kangas Enterprise, Inc				
	11- 925- 000- 0000- 6231		90.00	Lawler outhouses	13381 Services, Labor, Contracts
	11- 925- 000- 0000- 6231		90.00	McGregor Soo Line	13381 Services, Labor, Contracts
	11- 925- 000- 0000- 6231		90.00	McGrath Soo Line	13381 Services, Labor, Contracts
9354	Kangas Enterprise, Inc		270.00	3 Transactions	
925	DEPT Total:		902.32	Reforestation	3 Vendors 6 Transactions
934	DEPT			Memorial Forest	
13602	Hughley/Josh				
	11- 934- 000- 0000- 6231		300.00	trapped 10 beaver	Services, Labor, Contracts

Aitkin County



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11 Forest Development

<u>Vendor 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>
13602	Hughley/Josh		300.00	1 Transactions		
934	DEPT Total:		300.00	Memorial Forest	1 Vendors	1 Transactions
11	Fund Total:		1,690.88	Forest Development		10 Transactions

Aitkin County



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12 Agency

	<u>Vendor Name</u>		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No.</u>	<u>Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT				Undesignated		
	7005	Town Of Cornish Treasurer		2,681.72	Prepaid Assessment 06- 0- 007401	Nicholson	Prepaid Property Taxes
		12- 000- 000- 0000- 2280					
	7005	Town Of Cornish Treasurer		2,681.72	1 Transactions		
0	DEPT Total:			2,681.72	Undesignated	1 Vendors	1 Transactions
12	Fund Total:			2,681.72	Agency		1 Transactions

Aitkin County



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19 Long Lake Conservation Co

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		
12710	AdventureKEEN				
	19- 521- 000- 0000- 6400		514.10	98 Journals for canteen	46179 Commissary Items
12710	AdventureKEEN		514.10	1 Transactions	
85003	Aitkin County DAC				
	19- 521- 000- 0000- 6231		400.00	August cleaning service	Services, Labor, Contracts
85003	Aitkin County DAC		400.00	1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea				
	19- 521- 000- 0000- 6254		99.93	Director's Residence	271300401 Utilities
	19- 521- 000- 0000- 6254		512.17	Energy Center	271300502 Utilities
	19- 521- 000- 0000- 6254		888.98	Dining Hall	271300601 Utilities
	19- 521- 000- 0000- 6254		651.88	North Star Lodge	271300703 Utilities
	19- 521- 000- 0000- 6254		55.20	Parking Lot	271300801 Utilities
	19- 521- 000- 0000- 6254		95.74	Staff Residence	271300901 Utilities
3160	Mille Lacs Energy Coop- Albert Lea		2,303.90	6 Transactions	
13465	Sandstrom's				
	19- 521- 000- 0000- 6400		358.19	Canteen Candy	120281 Commissary Items
13465	Sandstrom's		358.19	1 Transactions	
4425	Shirts Plus				
	19- 521- 000- 0000- 6400		684.25	144 Bandanas, 315 sunglasses	577 Commissary Items
	19- 521- 000- 0000- 6400		1,605.75	logo- wear and Monarch zips	587 Commissary Items
4425	Shirts Plus		2,290.00	2 Transactions	
86235	The Office Shop Inc				
	19- 521- 000- 0000- 6231		302.75	Copier Contract	287780- 0 Services, Labor, Contracts
86235	The Office Shop Inc		302.75	1 Transactions	
521	DEPT Total:		6,168.94	LLCC Administration	6 Vendors 12 Transactions
522	DEPT				
				LLCC Education	
7525	Hometown Bldg Supply				
	19- 522- 000- 0000- 6416		16.24	Lumber- CCC Trail	86612 Education Supplies
7525	Hometown Bldg Supply		16.24	1 Transactions	
11087	Minnesota Astronomical Society				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation Co

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	19- 522- 000- 0000- 6820		990.00	northern nights Reg Fee- 36	36@27.5	Refunds & Reimbursements
11087	Minnesota Astronomical Society		990.00	1 Transactions		
86235	The Office Shop Inc					
	19- 522- 000- 0000- 6416		49.89	Card Stock	1012348- 0	Education Supplies
86235	The Office Shop Inc		49.89	1 Transactions		
522	DEPT Total:		1,056.13	LLCC Education	3 Vendors	3 Transactions
523	DEPT			LLCC Food		
5662	McGregor Dairy, Inc					
	19- 523- 000- 0000- 6418		134.15	Groceries	25895	Groceries- Students
	19- 523- 000- 0000- 6418		173.79	Groceries	25930	Groceries- Students
5662	McGregor Dairy, Inc		307.94	2 Transactions		
4761	Sysco Minnesota Inc					
	19- 523- 000- 0000- 6418		729.84	Groceries	609150698	Groceries- Students
4761	Sysco Minnesota Inc		729.84	1 Transactions		
4968	Upper Lakes Foods, Inc					
	19- 523- 000- 0000- 6418		1,360.67	Groceries	771362- 00	Groceries- Students
	19- 523- 000- 0000- 6418		1,245.65	Groceries	775862- 00	Groceries- Students
4968	Upper Lakes Foods, Inc		2,606.32	2 Transactions		
14140	Waukenabo White Elephant & Emporium					
	19- 523- 000- 0000- 6418		25.00	Veggies	119	Groceries- Students
14140	Waukenabo White Elephant & Emporium		25.00	1 Transactions		
523	DEPT Total:		3,669.10	LLCC Food	4 Vendors	6 Transactions
524	DEPT			LLCC Maintenance		
86467	Auto Value Aitkin					
	19- 524- 000- 0000- 6422		5.99	Stik Weld	40089110	Janitorial Services/Supplies
	19- 524- 000- 0000- 6302		105.99	Battery for 4- Wheeler	40089893	Vehicle Maintenance
86467	Auto Value Aitkin		111.98	2 Transactions		
4010	Rasley Oil Company					
	19- 524- 000- 0000- 6511		30.00	Fuel for Van	12612	Gas And Oil

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19 Long Lake Conservation C

Vendor Name		<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	19- 524- 000- 0000- 6511		Fuel for Mower	12673	Gas And Oil
4010	Rasley Oil Company		2 Transactions		
524	DEPT Total:		LLCC Maintenance	2 Vendors	4 Transactions
19	Fund Total:		Long Lake Conservation Center		25 Transactions

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21 Parks

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		cell phone charges	287257204209	Telephone
	21- 520- 000- 0000- 6250	44.86	08/18/2016 09/17/2016		
			1 Transactions		
10452	AT&T Mobility	44.86			
1829	Goble's Sewer Service Inc.		pump Aitkin RV dump station	2565	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	135.00			
1829	Goble's Sewer Service Inc.	135.00	1 Transactions		
9354	Kangas Enterprise, Inc		Jacobson camp/wayside	13381	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	239.96			
	21- 520- 000- 0000- 6231	260.00	Berglund park dump station	13381	Services, Labor, Contracts
9354	Kangas Enterprise, Inc	499.96	2 Transactions		
10637	Lyle Signs Inc		signs for the Olson pit	319088	Field Supplies
	21- 520- 000- 0000- 6406	1,248.00			
10637	Lyle Signs Inc	1,248.00	1 Transactions		
3950	Public Utilities		Land Department		Utilities
	21- 520- 000- 0000- 6254	137.92	Mississippi Access		Utilities
	21- 520- 000- 0000- 6254	92.20	Parks Shower MS Access		Utilities
	21- 520- 000- 0000- 6254	140.22			
3950	Public Utilities	370.34	3 Transactions		
520	DEPT Total:	2,298.16	Parks	5 Vendors	8 Transactions
21	Fund Total:	2,298.16	Parks		8 Transactions
	Final Total:	165,560.47	222 Vendors	350 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



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Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	90,230.32	General Fund
3	32,646.09	Road & Bridge
5	1,378.30	Health & Human Services
10	23,585.30	Trust
11	1,690.88	Forest Development
12	2,681.72	Agency
19	11,049.70	Long Lake Conservation Center
21	2,298.16	Parks
All Funds	165,560.47	Total

Approved by,

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



Board of County Commissioners Agenda Request

2E

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Donation for Veterans Service Van

☐

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:

Penny Harms

Department:

Veterans Service Office

Presenter (Name and Title):

Penny Harms, Veterans Service Officer

Estimated Time Needed:

Summary of Issue:

The Veterans of Foreign Wars of the U.S. Post 1721, Palisade have donated \$500 towards Veterans Service Van expenses.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Accept donation.

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

2F

Agenda Item #

Requested Meeting Date: 10/11/16

Title of Item: STS Donations

- ☐ 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:
Sheriff Scott Turner

Department:
Sheriff's Office

Presenter (Name and Title):
Sheriff Scott Turner

Estimated Time Needed:

Summary of Issue:

Jacobson Community Church has made a generous donation of \$50 to the Aitkin County STS program in recognition of raking and cleaning done by the STS Crew.

Minnewawa Sportsmen's Club, Inc. has made a generous donation of \$350 to the Aitkin County STS program in recognition of the STS Crew's work on their clubhouse.

Mille Lacs Energy Community Trust has made a generous donation of \$1,200 to the Aitkin STS program intended to make and replace aging public/community-used picnic tables.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Accept donations

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

26
Agenda Item #

Requested Meeting Date: 10/11/16

Title of Item: Tax-forfeited land repurchase application - Rutherford 3-43-24

<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: Mary E. Rutherford of 472 Iglehart Ave, St. Paul, MN 55103 has made application to repurchase tax-forfeited property - that part of Lot 2 as in document 328709 Section 3 Township 43 Range 23 (Idun); per MN Statute 282. Attached is her application and a cashiers check for \$2214.12 to cover back taxes/penalty/fees.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Staff recommends approval of the repurchase application.		
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>		

Tax-Forfeited Land Repurchase Application - Rutherford

WHEREAS, Mary E. Rutherford of 472 Iglehart Ave St Paul, Mn 55103, the owner at the time of forfeiture, 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:

That part of Lot 2 as in Document 328709 Section 3 Twp 43 Rge 24 – Parcel ID 13-0-003903

And, WHEREAS, said applicant has set forth in her application that:

- a. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:
I have been spending weekends, afternoons and longer sojourns on Bear Lake for 27 years, enjoying the spring-fed lake. I purchased my property on a contract for deed, filing the deed about 8 years ago. It has been my intention to retire there (I am 68), investing in a “tiny home” or other type of dwelling. This land has always been a respite, but recently became even more important, as a place to care for my disabled daughter when I retire. A few years ago, she was diagnosed with a chronic disease. To lose this land would be to take away my future plans for me and my family. I have attached a letter to this application which further explains my situation and the reasons for my failure to pay the taxes.
- b. The repurchase of said land by me will promote and best serve the public interest, because:
I am aware of the legacy of this property as a wilderness preserve, and that some of my neighbors along the lake have given their property to the Nature Conservancy in their wills. Their commitment to preserving the land and maintaining a conscientious community surrounding Bear Lake has had a great impression on me. If I am allowed to repurchase this plot, I will continue to avoid using pesticides in my plantings and maintain the wilderness in the proper manner. This maintains the purity of the lake for the fish and plants. I am dedicated to maintaining the broader community's interests concerning the preservation of this land's pristine nature and heritage.

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 Mary Rutherford 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 and directed 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, Patrick Wussow, Interim 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 11th day of October 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of October 2016

Patrick Wussow
Interim County Administrator

Mary E. Rutherford
472 Iglehart Ave.
St. Paul, MN 55103

September 21, 2016

Aitkin County Land Department
209 2nd St. NW, Room 206
Aitkin, MN 56431

RE: Repurchase of part of Lot 2 as in Document 328709 Sec 3 Twp 43 Rge 24

To the Honorable Board of County Commissioners of Aitkin County, MN:

This letter is an addendum to the forms I have completed to apply to repurchase the land located in Aitkin County, which is listed as: parcel id: 13-0-003903.

I would like to provide an explanation for the failure on my part to stay current with my real estate taxes for this property.

About four years ago, my daughter became disabled with a chronic disease, and I am her sole caregiver. I also own a business in St. Paul, where I practice full time as a chiropractor. When I am not in my office, my time has been taken up with my daughter's medical appointments, and caring for all her basic needs. Many things in my life have fallen by the wayside as I focused on my daughter's recovery. Unfortunately this included keeping up with paying the taxes on my property in Aitkin County.

I have been visiting Bear Lake for about 27 years, fishing, camping, and hiking, enjoying the beauty and pristine nature of the area. I began the purchase of the property at issue in the 1990's, before finally filing the deed about 8 years ago. So far I have only camped on my property, and have not yet built any structures. However, my goal has been to retire to the lake within the next five years, and build a small home. My daughter and I have been researching various types of dwellings, which now include the amenities for caring for my daughter on this land.

My daughter has a degree in Design and has been filing away various ideas for us to use in the final plan. Bear Lake has such a positive effect on one's health, and thus it has seemed the perfect place for my daughter to spend time recovering. I have a small rowboat on the property, and we enjoy rowing into the spring-fed area at the east end of the lake, through the wild rice and cattails, to hear the birdcalls and enjoy the silence.

To lose this property at this point in my life, because of extreme extenuating circumstances, would result not only in my loss of my planned place of retirement in Aitkin County, but also a source of respite and healing for my daughter.

Therefore, I request that I be allowed to repurchase this property, and restore my ownership as it was prior to the forfeiture. A copy of the deed that shows my legal interest in this property is available in my file with the county, as acknowledged via phone call.

Sincerely,



Mary Rutherford



P.O. Box 64689 • St. Paul, MN 55164-0689
western-bank.com

1710300043

REMITTER:

DATE: September 21, 2016

27-85/1040
9000011

MARY RUTHERFORD

PAY TO THE

ORDER OF ***AITKIN COUNTY***

\$ 2,214.12

*** Two Thousand Two Hundred Fourteen and 12/100****DOLLARS

THIS DOCUMENT HAS A MICRO-PRINT SIGNATURE LINE, WATERMARK AND A THERMOCHROMIC ICON. ABSENCE OF THESE FEATURES WILL INDICATE A COPY.

CASHIER'S CHECK

FOR:

2 SIGNATURES REQUIRED FOR AMOUNTS GREATER THAN \$5000



⑈ 1710300043 ⑈ ⑈ 104000854⑈ 9000011⑈



Board of County Commissioners Agenda Request

24

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: County Assessor Reappointment

- ☐ 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:

Patrick Wussow

Department:

Administration

Presenter (Name and Title):

Estimated Time Needed:

Summary of Issue:

Please see attached.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution.

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☐ No

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

Is this budgeted? ☐ Yes ☐ No

Please Explain:

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

ADOPTED October 11, 2016

By Commissioner: xx

20161011-0xx

County Assessor

WHEREAS, Minnesota Statute 273.061, requires that the terms of office as County Assessor shall begin on January 1 of every fourth year after 1973, and

WHEREAS, January 1, 2017 will begin a new term of office for county assessors statewide. Statute requires the Commissioner of Revenue to approve the appointment and the reappointment of all county assessors.

THEREFORE, BE IT RESOLVED, that Mike Dangers is hereby appointed County Assessor of Aitkin County for a four-year term commencing January 1, 2017, pursuant to the provisions of Minnesota Statute, Section 273.061.

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, Patrick Wussow, Interim 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 11th day of October 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of October 2016

Patrick Wussow
Interim County Administrator

MINNESOTA • REVENUE

MEMO

Date: October 3, 2016

To: County Assessors

From: Amy Rausch, Property Tax Compliance Officer II
Property Tax Division

Subject: County Assessor Reappointment

Minnesota Statutes 273.061 declares that the terms of office as County Assessor shall begin on January 1 of every fourth year after 1973.

January 1, 2017 will begin a new term of office for county assessors statewide. Statute requires the Commissioner of Revenue to approve the appointment and the reappointment of all county assessors.

The department is distributing the attached forms:

- Request of Information for County Assessor Reappointment
- Notice of Intent to Collect Private Data
- Acknowledgment and Authorization for Background Check
- Authorization for Income Tax Check

These forms must be completed and returned to the Department of Revenue by every county assessor who has been reappointed to the position by the County Board.

When do you need to return the forms by?

Please send your completed forms to the Department of Revenue by November 18th, 2016.

Mail to:

Alex Eveland
Minnesota Department of Revenue
Mail Station 3340
600 N. Robert St.
St. Paul MN, 55146-3340

Once your appointment is confirmed, the department will send you a certificate approving your appointment and the language for an "Oath of Office" that must, per Minnesota Statute 273.061, be taken before your County Board.

What if you have questions?

If you have any questions please contact Amy Rausch at (651) 587-4407 or amy.rausch@state.mn.us.

Thank you for your compliance in this matter.

Property Tax Division
600 North Robert Street
Mail Station 3340
St. Paul, MN 55146

Tel: 651-556-6091
Fax: 651-556-3128
TTY: Call 711 for Minnesota Relay
An equal opportunity employer

www.revenue.state.mn.us

Request of Information for County Assessor Reappointment

You must attach to this form a copy of the County Board minutes approving the resolution to appoint you as the County Assessor.

Personal Information

Last Name	First Name	M.I.	Date
Address			
City/Town	State	Zip Code	County
Business Phone	E-mail Address		

What is your current level of assessment licensure? ☐ SAMA ☐ AMA

License# _____

If you are an AMA, please provide the date of first appointment as County Assessor: _____

County of Employment _____

Your Title _____

General Information

Outside Activities: Please check the appropriate boxes. If you have performed any of these outside activities, you must inform us. At least one box must be checked. If you have performed Fee Appraiser and/or Real Estate Sales activities, please list all jurisdictions where these activities were performed.

<input type="checkbox"/> Property Management	<input type="checkbox"/> Fee Appraiser	Jurisdiction of fee appraisals or real estate sales
<input type="checkbox"/> Property Management	<input type="checkbox"/> Fee Appraiser	_____
<input type="checkbox"/> Property Tax Consultant	<input type="checkbox"/> Insurance Sales	_____
<input type="checkbox"/> Property Tax Representative	<input type="checkbox"/> Real estate Sales	_____
<input type="checkbox"/> I do not perform any of these outside activities		

Have you been convicted of a felony in the past 5 years? ☐ No ☐ Yes

If yes, explain: _____

Have you filed all your required Minnesota Income Tax Returns? ☐ No ☐ Yes

Do you owe any taxes to the State of Minnesota? ☐ No ☐ Yes

You must attach a copy of the County Board minutes approving the resolution to appoint you as the County Assessor.

Sign Here

By signing below, I certify that this form is correct and complete to the best of my knowledge and belief.

Signature of Applicant	Date
------------------------	------

See Reverse for "Use of Information."

Form CR-CAR Use of Information

This information request is not required by law to be filed. However, in order to be considered for appointment or reappointment as a county assessor, you must file this form. M. S. 273.061 requires the Commissioner of Revenue to approve the appointment of all county assessors. The Department of Revenue uses this information in order to determine whether to approve your appointment. All information on this form is necessary to identify you and determine if you qualify for appointment as a county assessor. If some or all of the information is not provided your appointment or reappointment may be delayed or not approved. Your Social Security Number, home address, whether you have filed all of your required Minnesota Income Tax Returns

and whether you owe any taxes to the State of Minnesota are private information and cannot be disclosed to others without your consent. The Department of Revenue can use this information for tax administration purposes.

All other information on the form, including your work address, is public.

Please return this form and attachments to the Department of Revenue, Property Tax Division:

Alex Eveland
Property Tax Division
Mail Station 3340
600 N. Robert St.
St. Paul MN, 55146-3340

NOTICE OF INTENT TO COLLECT PRIVATE DATA

The Property Tax Division of the Minnesota Department of Revenue and its vendor, American DataBank, will obtain copies of my consumer reports, for the purpose of allowing the department to make informed decisions about my suitability for appointment.

I understand that the data obtained through this background check will be accessed by authorized personnel whose jobs reasonably require access. This may include vendor personnel, background check administrators, exclusive representatives, and others as allowed under state or federal law.

I understand that I am not legally required to give my consent, but that if I do not, I will be removed from consideration for appointment. I understand that I have an obligation to fully and accurately provide all of the information that is requested for background check purposes.

I have reviewed and understand the contents of this document.

Applicant Name: _____

Applicant Signature: _____

Date: _____

Scope of Background Check:

- County Criminal Search
- National Criminal Background
- Federal Criminal Background
- Social Security Number and Address Verification
- National Sex Offender Registry
- Professional License Verification
- Social Security Number Validation
- Income Tax Verification

Please check this box if you would like to receive a copy of a consumer report if one is obtained by the Company. ☐

ACKNOWLEDGMENT AND AUTHORIZATION FOR BACKGROUND CHECK

I acknowledge receipt of the separate documents entitled DISCLOSURE REGARDING BACKGROUND INVESTIGATION and A SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT and certify that I have read and understand both of those documents.

I hereby authorize the Minnesota Department of Revenue to obtain the "consumer reports" and/or "investigative consumer reports" referenced in the above-mentioned documents at any time after it receives this authorization and throughout my appointment, if applicable.

I hereby authorize, without reservation, any law enforcement agency; administrator; state or federal agency; institution, school or university (public or private); information service bureau; employer; or insurance company to furnish any and all background information requested by American DataBank, 110 Sixteenth St., 8th Fl., Denver, CO 80202, 1-800-200-0853, www.americandatabank.com, and/or the department itself. I agree that a facsimile ("fax"), electronic, or photographic copy of this Authorization shall be as valid as the original.

Last (Family) Name _____ First _____ Middle _____

Other Names/Alias _____

Social Security* # _____ Date of Birth* _____

Driver's License # _____ State of Driver's License* _____

Present Address _____

City/State/Zip _____

Phone Number: _____ Email Address: _____

Signature: _____ Date: _____

*This information will be used for background screening purposes only and will not be used as hiring criteria. American DataBank's privacy policy can be found at www.americandatabank.com/privacypolicy.aspx.

AUTHORIZATION FOR INCOME TAX CHECK

If you have lived in state(s) other than Minnesota during the previous four years, list below:

Street Address: _____

City, State, Zip: _____

Dates lived at this address (mo/yr): from _____ to _____

List additional addresses and dates from other States below if necessary

Tax Information

Answer all of the questions and sign/date below:

Have you failed to file any state or federal income tax returns in the last four years? ☐yes ☐no

If "yes", please explain: _____

Do you presently owe and state or federal income taxes? ☐yes ☐no

If "yes", please explain: _____

Have you failed to file any business tax returns in the last four years for which you have been determined personally liable? ☐yes ☐no

If "yes", please explain: _____

Do you presently owe any business taxes for which you have been determined personally liable? ☐yes ☐no

If "yes", please explain: _____

I authorize the Minnesota Department of Revenue to conduct an inquiry on past and current tax returns, both state and federal, for the purpose of verifying the filing and payment status of my returns.

Applicant Name: _____

Applicant Signature: _____ **Date:** _____



Board of County Commissioners Agenda Request

21

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: LG230 Off-Site Gambling - Minnewawa Sportsmen's Club

☐

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:

Sally M. Huhta

Department:

Auditor's

Presenter (Name and Title):

Estimated Time Needed:

N/A

Summary of Issue:

Please adopt the following resolution:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Minnewawa Sportsmen's Club at the following location – North of McGregor, MN on Hwy 65 and 5 miles East on C R 6 on Lake Minnewawa, McGregor, MN 56431– Shamrock Township. (Note: Date of activity for Raffle – February 11, 2017)

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution

Financial Impact:

Is there a cost associated with this request?

☐

Yes

☒

No

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

Is this budgeted?

☐

Yes

☒

No

Please Explain:



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Employee Recognition

- ☒ 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:

Bobbie Danielson, Human Resources Director

Department:

Human Resources Department

Presenter (Name and Title):

Bobbie Danielson, Human Resources Director

Estimated Time Needed:

5 minutes

Summary of Issue:

Employees who have completed 25 years of service or more (in 5 year increments) are formally recognized by presenting them with an award for their achievement. The following employees reached milestones during the 2nd and 3rd quarter of 2016:

- Catherine Buhlmann, 25 years of service, Land Department.
- Deb Jensen, 25 years of service, Social Worker in the Health and Human Services Department.
- Rae Zahn, 25 years of service, Social Worker in the Health and Human Services Department.

Alternatives, Options, Effects on Others/Comments:

None

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

4A

Agenda Item #

Requested Meeting Date: Oct. 11, 2016

Title of Item: MCIS Hosting Agreement

<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: Steve Bennett		Department: IT
Presenter (Name and Title): Steve Bennett - IT Director & Kirk Peysar - Auditor		Estimated Time Needed: 10 minutes
Summary of Issue: The County owns and maintains an IBM iSeries server, primarily for the support of IFS, Payroll, Tax and Property systems. Said server is due to be replaced in 2018. The 10-year IT capital budget has this item listed at \$35,000.00. Our in-house iSeries specialist retired last year and expertise in this field is expected to remain difficult to impossible to find, making operating this server increasingly difficult. Most of the MCIS counties are in similar circumstances. Our joint powers entity MCIS (11 mostly NE MN counties) has proposed a hosting solution for their membership. MCIS currently provides programming and applications for our iSeries functions. As such they have the required staff and skill sets to provide the support needed to maintain this platform. As currently proposed, MCIS will host an iSeries server(s), provide hardware and software support, and manage its operations. County users would continue to access the iSeries from their office workstations. Aitkin County is looking to late 2017/early 2018 to move to this scenario. Attached is the Hosting Agreement from MCIS. It details some of the assumptions and gives cost estimates. I am requesting this agreement be signed so planning and implementation of the host environment can proceed.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Sign agreement with MCIS		
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? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> It will be a budgeted item in the years of implementation.		



MINNESOTA COUNTIES INFORMATION SYSTEMS

HOSTING AGREEMENT

This Hosting Agreement is made by and between **Minnesota Counties Information Systems (MCIS)**, a Minnesota joint powers entity, and **Aitkin County**, a Minnesota political subdivision (the Hosted Entity).

Recitals

- A. The Hosted Entity is a Member or Associate Member of the MCIS joint powers entity, as defined by the MCIS Joint and Cooperative Agreement.
- B. The Hosted Entity owns and operates IBM iSeries (f/k/a AS/400) computer systems on which the Hosted Entity runs various software programs related to the Hosted Entity's statutory functions.
- C. The iSeries systems require support staff with sufficient expertise in both the software and the IBM hardware to properly support the systems.
- D. Due to personnel changes over time, it has become more difficult for political subdivisions to maintain adequate staff expertise for the IBM iSeries systems.
- E. As a solution to the personnel issues, MCIS offers a hosted environment whereby MCIS acquires and maintains the requisite IBM hardware in a suitable location and hosts the software and data needed by the political subdivisions.
- F. This Hosting Agreement sets forth the terms and conditions of the hosting relationship between MCIS and the Hosted Entity.

Terms

1. **DEFINITIONS.**

- a. **Budget Year.** The MCIS Budget Year is January 1st through December 31st. The budget process typically starts February; the budget approved by the MCIS Board in July; and final acceptance by the members on or before September 1st in the current year.
- b. **Planned Date.** The date the Hosted Entity plans to be implemented on the hosted environment. Upon signing, the Hosted Entity will provide to MCIS the year they plan to move to the hosted server.
- c. **Implementation or Implementation Date.** The month and year the Hosted Entity is cutover from their existing server to the hosted server for production purposes. The implementation schedule will be defined during the planned year's budget process.
- d. **Replacement Year.** The year the hardware is expected to be replaced or substantially upgraded. For this Agreement, the Replacement Year is 2022.

2. **EFFECTIVE DATE.** This Hosting Agreement is effective upon signing.

3. **HOSTING SERVICES.**

- a. MCIS will provide hosting servers and all necessary ancillary equipment, backup tapes, support and maintenance to host the Hosted Entity's iSeries applications and data ("the Services"). MCIS will provide the processor capacity, disk space and memory to run the Hosted Entity's iSeries applications.



Minnesota Counties Information Systems

413 SE 7th Avenue, Grand Rapids, MN 55744
Phone 218-326-0381

The specifications of the hardware used for hosted services shall be determined by MCIS in its sole discretion.

- b. The host server(s) will be located in a data center with 24-hour security, redundant power, cooling and broadband connectivity.
- c. MCIS is responsible for applying PTF and microcode updates as needed.
- d. MCIS will perform daily backups to a disk-based backup system with replication of the daily backups to secondary site. Weekly, monthly and yearly backup tapes will be provided and stored in a secure, off-site location.
- e. The Hosted Entity is responsible for providing all equipment and/or software necessary at the Hosted Entity's place of business for the Hosted Entity to access the hardware and systems provided by MCIS and for maintaining applicable software licensing.

4. HOSTING FEES.

The Buy-in and Reserve fees are the Hosted Entity's commitment to MCIS of their desire to move to the hosted environment on the Planned Date. The Hosted Entity, through the signing of this agreement, commits to these fees as outlined below up to, but not including, the Replacement Year.

- a. **Buy-in Fee.** The Hosted Entity shall pay a one-time Buy-in Fee to offset the initial equipment purchase cost. This fee will be included on the invoice created to collect past due reserve fees. .
- b. **Reserve Fee.** This fee is used to build up a fund for the replacement of the hosting hardware/software. The Hosted Entity is responsible to pay this fee starting January 1, 2017, and ending the replacement year. This fee will be invoiced as follows:
 - i. Past due reserve fees will be invoiced at implementation, and includes the total amount from January 1, 2017 through the end of the last quarter billed in the current calendar.
 - ii. Thereafter, invoice are sent quarterly for the next three months of reserve fees due.
 - iii. In the Replacement Year, if the amount in the Reserve Fees fund does not cover the purchase price of the replacement equipment, MCIS reserves the right to charge an extra fee during the next budget cycle as approved by the MCIS Board.
 - iv. MCIS Board will set and approve a new Reserve Fee during the Replacement Year budget cycle.
- c. **Maintenance Fee.** The Hosted Entity shall pay a pro-rata share of the hardware and software maintenance costs, related supplies and facility charges for the iSeries equipment. The monthly fee is determined as part of the MCIS annual budget approval process. This fee starts January of the Planned Date year and is billed as follows:
 - i. If the Hosted Entity's implementation of hosted services occurs after January 1 of the Planned Date year, then fees for prior months of that calendar year through the end of the quarter in which implementation occurred will be billed.
 - ii. Thereafter, on a quarterly basis the hosted entity will be invoiced for the next three months of maintenance fees due.
- d. The Reserve and Maintenance fees can be discontinued during the Replacement Year's MCIS Budget approval process at MCIS's sole discretion.



Minnesota Counties Information Systems

413 SE 7th Avenue, Grand Rapids, MN 55744

Phone 218-326-0381

- e. **Service Fee.** The Hosted Entity shall determine the Level of Service to be provided by MCIS during the yearly budgeting process (reference Exhibit 3 for Levels of Service), and each level's monthly fee is set by the MCIS Board during the annual budget process. The Hosted Entity can increase a service level, but cannot move to a lower service level once the MCIS Budget is approved. Fee is payable as follows:
 - i. All fees are based on a "calculation date" which is the earlier of the planned date or actual implementation date,
 - ii. The first invoice occurs upon implementation and consists of: a one-time start-up fee based on two months of the current year's Level 1 monthly fee; and the number of months from the calculation date through the ending month of the last quarter MCIS has invoiced for multiplied by the selected level monthly service fee.
 - iii. Thereafter, on a quarterly basis the hosted entity will be invoiced for the next three months multiplied by the selected level monthly service fee.
- f. If amounts owed by the Hosted Entity become past due, the Hosted Entity is subject to the penalties and restrictions set forth in the Joint Powers Agreement.
- g. *Refer to Exhibit 1 for amounts associated with each fee and Exhibit 2 for an invoicing example.*
- 5. **SECURITY REQUIREMENTS.** It is of paramount importance that the Hosted Entity's data on the MCIS iSeries equipment is secure. It is **strongly recommended** that the Hosted Entity's security on its own iSeries equipment be at "Security Level 30 or 40" at minimum prior to MCIS providing hosting services under this Agreement. Details on achieving Level 30 or 40 security are found in the MCIS AS/400 Security Manual and in Exhibit 4 (MCIS Security Level 30 or 40 Defined).

Notwithstanding any other term or agreement to the contrary, in the event the Hosted Entity's iSeries equipment security level is not at Security Level 30 or above prior to transferring data and programs into the hosted environment, then to the extent such data and programs remain below Security Level 30, the Hosted Entity is solely liable for any and all data breaches that occur within the hosted environment and agrees to defend and indemnify MCIS from any claims arising from such data breaches.

6. TERM.

- a. This Agreement commences on the Effective Date and extends through the Replacement Year. The Termination Date can be revised by the MCIS Board as it deems necessary.
- b. Any party may terminate this Agreement without cause upon 180 days written notice to the other parties. In addition, this Agreement may be terminated if a party provides written notice of a breach of this Agreement and the breaching party fails to cure the breach within 60 days after receipt of the notice. If the Hosted Entity is the breaching party, it remains responsible for the Service Fee for the remainder of the budget year, and for the Reserve and Maintenance Fees through the Termination Date.
- c. If the Hosted Entity terminates this Agreement without cause within 30 days after MCIS approves its annual budget in July, the Hosted Entity is not responsible for the Service Fee for that budget year. If the Agreement is not terminated within that 30 day period, the Hosted Entity remains responsible for the Service Fees for the entire budget year regardless of the termination date. If the Hosted Entity



terminates this Agreement without cause prior to the Termination Date, the Hosted Entity remains responsible for payment of the Reserve and Maintenance Fees through the Termination Date. The Hosted Entity acknowledges that the financial structure of the MCIS hosting service depends on guaranteed receipt of Reserve and Maintenance Fees from hosted entities during the entire term of the hosted agreements. This clause shall survive termination of this Agreement.

7. INDEMNIFICATION AND LIMITATION OF LIABILITY.

- a. MCIS and the Hosted Entity shall fully defend and indemnify and hold harmless the other party against all claims, losses, liability, suits, judgments, costs and expenses by reason of action or inaction of the employees or agents of the indemnifying party arising in whole or in part from any act or omission of the indemnifying party, its subcontractors, and their agents, servants, or employees, incidental to the performance of this Agreement. This agreement to indemnify and hold harmless does not constitute a waiver by any party of limitations on liability under Minnesota Statutes Section 466.04 and other applicable law or rule.
- b. 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 subdivision 1a(a); provided further that for the purposes of this statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.
- c. The parties to this Agreement are not liable for the acts or omissions of the other Party to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Party.

8. REPRESENTATIONS AND WARRANTIES. Each party represents and warrants that the execution and performance of this Agreement has been duly authorized and the signatory to this Agreement possesses all necessary authority to enter into the Agreement.

9. DATA PRACTICES.

- a. All data created, collected, received, stored, used or maintained on the MCIS equipment and on or through the associated Hosted Entity network equipment is subject to the requirements of the Minnesota Government Data Practices Act (MGDPA). All parties shall abide by the provisions of the MGDPA, the Health Insurance Portability and Accountability Act and implementing regulations, and all other applicable state and federal laws relating to data privacy.
- b. The parties hereto acknowledge that MCIS is only providing a hosting environment for the Hosted Entity's data. Data content is the sole responsibility of the Hosted Entity. All data requests under the MGDPA are to be responded to by the Hosted Entity as the responsible authority for the data. Any requests for data, or for changes, additions or deletions to data, received by MCIS from a third party shall be forwarded to the Hosted Entity for response.
- c. The Hosted Entity shall annually provide MCIS with an authorization to access the data for the sole purpose of carrying out its hosting obligations under this Agreement.

10. RELATIONSHIP. This Agreement does not create a partnership, joint venture or other business combination between the parties. Each party is responsible for its own insurance.



Minnesota Counties Information Systems

413 SE 7th Avenue, Grand Rapids, MN 55744

Phone 218-326-0381

11. **FORCE MAJEURE.** No party shall be in breach of this Agreement in the event they are unable to perform their obligations as a result of natural disaster, war, emergency conditions, labor strife, the substantial inoperability of the Internet, the substantial inoperability of the State's WAN, or other reasons beyond their reasonable control, provided, however, that if such reasons or conditions remain in effect for a period of more than 30 days, any party may terminate this Agreement without further liability to that party.
12. **NOTICE.** Any notices required or permitted to be given under this Agreement shall be in writing, signed on behalf of the party providing notice, and deemed received (1) upon receipt if personally delivered; (2) on third day after mailing if sent by certified mail, return receipt requested; or (3) the next business day if sent by messenger or reputable overnight courier. Notices shall be sent to the following addresses:

Executive Director
Minnesota Counties Information Systems
413 S.E. 7th Ave.
Grand Rapids, MN 55744

IT Director
Aitkin County
209 Second St NW Room 118
Aitkin, MN 56431
13. **ASSIGNMENT.** No party shall assign its rights or delegate its duties under this Agreement without receiving prior written consent of the other parties.
14. **WAIVER.** The waiver of any provision or the breach of any provision of this Agreement shall not be effective unless made in writing. Any waiver by either party of any provision or the breach of any provision of this Agreement shall not operate as, or be construed to be, a continuing waiver of the provision or the breach of the provision.
15. **EXECUTION.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies shall be considered originals.
16. **MISCELLANEOUS.** This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification is in writing, signed by authorized representatives, and references this Agreement. Any and all causes of action between any party arising out of or related to this Agreement shall be venued in Itasca County District Court.



Minnesota Counties Information Systems
413 SE 7th Avenue, Grand Rapids, MN 55744
Phone 218-326-0381

Minnesota Counties Information Systems

By: _____

Printed Name: Lyle Eidelbes

Its: MCIS Executive Director

Dated: _____

County of Aitkin

By: _____

Print Name

Its: _____

Dated: _____

By: _____

Print Name

Its: _____

Dated: _____



EXHIBIT 1 – HOSTING FEES

	Yearly Amount	Invoice Amount	Frequency
Buy-in ^{1, 2}	\$21,400	\$21,400	One-Time
Reserve ¹	\$4,640	\$1,160	Quarterly

1. Buy-in and Reserve fees were set with the assumption that a specific number of Counties would be moving to hosting anytime between 9/1/2016 and 12/31/2021. Based on the total signed contracts received during initial sign-up a one-time increase or decrease adjustment of these amounts may be required.
2. The Buy-in Fee is anticipated to range from \$18,500 - \$24,000, and is dependent on number of counties, IBM holding on the 18% discount, and IBM allowing MCIS to transfer licenses and processors from other members' machines.

The following chart is an ESTIMATE of Maintenance and Service fees by year through 2021. These amounts are subject to change on yearly basis based on number of participants and increases/decreases in maintenance and service expenses. The MCIS Board will approve these fees as the part of the yearly budgeting process

	2017	2018	2019	2020	2021
Maintenance	\$1,730	\$1,830	\$4,060	\$4,210	\$4,360
Level 1	\$4,440	\$4,560	\$4,680	\$4,920	\$4,920
Level 2	\$7,680	\$7,800	\$8,040	\$8,400	\$8,520
Level 3	\$9,000	\$9,120	\$9,480	\$9,840	\$9,960



EXHIBIT 2 – HOSTING INVOICE EXAMPLE

An example of the first and subsequent invoice would be based on the following assumptions:

Assumptions:

- Planned Date set at June 2018
- Actual Live Date was May 1st, 2018
- Buy-in Fee - \$21,300
- Reserve Fees – \$1,160/quarter
- Maintenance Fees – \$432.50/quarter
- Selected Level 2 Support Fees - \$1,920/quarter (\$640/month or \$7,680/year)
- Level 1 Support – \$1,110/quarter (approx. \$370/month)

- First Invoice – deals with getting prior quarters through 6/30/2018 up to date.
 - Invoice created 6/1/2018
 - Buy-in Fee \$21,400
 - Reserve Fee \$ 6,960
 - Total number of quarters to bill is six (6) @ \$1,160/quarter
 - Maintenance Fee \$ 865
 - Total number of quarter to bill is two (2) @ \$432.50/quarter
 - Support Level 2 Fee \$ 2,060
 - 2 months at Level 1 – Total \$740 (2 @ \$370, which is set up fee)
 - 1 month at Level 2 – Total \$1,280 (2 @ \$640)
 - Total Invoice \$33,305

- Next Invoice being sent 6/15/2018 for 3rd quarter 2018
 - Reserve Fees \$1,160.00
 - Maintenance Fee \$ 432.50
 - Support Level Fee \$1,920.00
 - Total Invoice \$3,512.50



EXHIBIT 3 – LEVELS OF SERVICE

1. Level 1 – Basic Support (Required)

Focus is on the hosting environment, such as hardware, Power I (i-Series) operating system and IBM stand applications, backups, recover, and equipment/software associated with the backup, monitoring, and recovery. Following are the activities:

Start-up

- Perform due diligence with County to determine specific roles/responsibilities
- Coordinate set up of LPARs, network connectivity
- Coordinate test cycle and user performance measurements
- Provide a checklist of startup events.

Disaster / Recovery

Daily Tasks

Review Backup Logs / Resolve issues as needed	Daily
Monitor Cybernetics backup and replication to Carlton of Daily and two week rotations	Daily

Periodic Tasks

Setup / Refine Backup schedules	
Weekly backups to tape (5 week rotation)	Monday or first business day of week
Monthly (15 month rotation)	After month end backups
Yearly (10 years minimum)	After year-end backups
Move media (tapes) to off-site location	
Restore Specific Objects	As needed and per request through Help Desk

Disaster / Recovery Test

Maintain DRS plan for i-Series	Yearly Review
Incorporate hosting plan to county specific plan	
Testing to recover hosted i-Series - Hosting Env Perspective	Not concern with connectivity back to County. Concerned with backups can recover partitions and host controller Est doing every 2 years

Hosting Equipment / Software - Monitoring, Planning & Upgrading

- Power-I Hardware
- Cybernetics Hardware
- Tape Drive Hardware
- Hardware Mgmt. Console
- Coordinate connectivity issues with Itasca County



**Power-I Operating System & IBM Licensed Code -
PTF, Tech Refresh, Releases**

Operational Related Tools - backups, alert, anti-virus
Coordinate network issues resolution with Itasca
Monitor hardware/software alert global to all partitions

Application Software

For MCIS Software, copy executable to i-Series IFS
folder in order for County to install

2. **Level 2 – includes Level 1 plus MCIS Software**

Focus on controlling software and utilities utilized with MCIS developed software.

Application Software

Apply Property Tax and Payroll Updates/Releases
Apply MCIS Utility software updates/patches

FormSprint (base, PDF/Email), Presto,
Zend, DBU, MQGPL, Apache

Run MIS tasks for Property Tax & Payroll jobs

Jobs that can be scheduled will be, all
other will be done on action requested
by product owner.

Monitor i-Series IFS folders as it relates to MCIS Software

User Provisioning

Set up, change, terminate user profile, clean up objects
owned
Monitors/Manages i-Series to maintain "true" level 30/40
security
Set up user to get to main menu upon sign-on and direct to
application authorized to.

Assumes County at "True" Level 30/40
prior to hosting.
Assumes County handling specific
application authority and setup within
applications, except as noted. Need
County using MCIS menu system for
users initial sign on menu.

Provide user security setup within Property Tax / Payroll

If product owner relinquish duties, then
MCIS will still seek approval from
product owners before making
additions/changes

Provide assistance on basic audit information requests

Examples of basics: list of users on
system, setting of system values,
setting up access for the auditor to
review system.



System management

Monitor/Manage message queues (QSYSOPR), logs, and/or Journals which are part of MCIS software and/or IBM Licensed programs

Coordinate Payroll/ Tax Software issues directly with MCIS. Alert Member County on other software.

Monitor/Manage print queues, virtual queues, printers, job queues, disabled sessions/profiles,

Coordinate Payroll/ Tax Software issues directly with MCIS. Alert Member County on other software.

Monitor/Manage subsystems, job queues, performance (pools, memory, processors, disk utilization)

For non-MCIS related software we will need to alert the appropriate MIS person.

Monitor/Manage i-Series communications with non IBM Power I servers that are directly related to the MCIS Tax/Payroll software

Examples: retrieving tax statements print outs from web site; assessor mobile solution (future)

Monitor/Manage Robo-Copy operations directly related to MCIS Tax Software

Coordinate cleanup activities to keep system running efficiently

Configure Hosting Entity's devices on the iSeries equipment (Hosted Entity is responsible for physical setup).

3. Level 3 – includes Level 1 and 2 plus these additional duties:

Focus on updating and patching “non MCIS applications and utilities” plus insuring compliance remains with level 30 and above as outlined in MCIS Security Guide.

Application Software

Training and Documentation is needed to transition this effort, and procedures of authorizing through product owners.

Apply Updates/Releases of non-MCIS software

Apply Patches/Updates/Releases of non-MCIS utility software

Security

Ensure data libraries properly secured

Advise Management on risks

Remote access to i-Series databases properly secured

Advise management on ODBC or other connectivity mechanism risks

- **Services not listed in Level one through three will be priced during contract creation and/or invoiced on time and material basis. Examples of this may be: County audit request for security information; performing functions a user could perform on the system; comprehensive DR test versus what is provided in level one.**
- Prior to initiating Level 3 support, the Hosted Entity will document procedures to be followed on non-MCIS software and utilities (e.g., vendor contact information, installing patches, releases, special configuration of iSeries components, connectivity setups between applications and to other non-iSeries servers, instructions on special downloads and uploads, etc.).



EXHIBIT 4 – MCIS SECURITY LEVEL 30/40 DEFINED

Your security level is set as system value (QSECURITY). But, just setting this value does not insure that you meet the standard as defined in the current IBM Power I OS Version Security Guide. What is discussed below are excerpt from the security guide to help define the expectations for a minimum security level being established for the hosted environment. Before changing a production system, read appropriate material in the IBM Power I security guide for migrating from one level to another, and the MCIS Security Guide.

Security level

MCIS recommend that you have a security level of 30 or 40 on your system. The following requirements would meet security level 30 or 40:

- Both the user ID and password are required to sign on.
- Only someone with *SECADM special authority can create user profiles.
- The limit capabilities value specified in the user profile is enforced.
- Users must be given specific authority to use resources on the system, which implies the users must be given specific authority to resources instead of users having all authority.
- Only user profiles created with the *SECOFR user class are given *ALLOBJ special authority automatically (see below "setting of default Special Authority")
- MCIS recommends that group profiles are setup and these groups are given *USE authority to specific resources. Specific users are attached to these group profiles.
- Users are provide no special authority as defined below.
- No default sign-on - The i-Series stops any attempt to sign on without a user ID and password that can be done on lower security levels.

Default special authorities associated with security level 30 or 40

The system security level determines what the default special authorities are for each user class. When you create a user profile, you can select special authorities based on the user class. Special authorities are also added and removed from user profiles when you change security levels.

These special authorities can be specified for a user:

*ALLOBJ - All-object special authority gives a user authority to perform all operations on objects.

*AUDIT - Audit special authority allows a user to define the auditing characteristics of the system, objects, and system users.

*IOSYSCFG - System configuration special authority allows a user to configure input and output devices on the system.

*JOBCTL - Job control authority allows a user to control batch jobs and printing on the system.

*SAVSYS - Save system authority allows a user to save and restore objects.

*SECADM - Security administrator authority allows a user to work with user profiles on the system.

*SERVICE - Service authority allows a user to perform software service functions on the system.

*SPLCTL - Spool control authority allows unrestricted control of batch jobs and output queues on the system.

You can also restrict users with *SECADM and *ALLOBJ authorities from changing this security related system value with the CHGSYSVAL command. You can specify this restriction in the System Service Tools (SST) with the "Work with system security" option.



Table 2 shows a preferred approach to granting special authorities by each user class. The entries indicate that the authority is given at all security levels, limited/controlled to a few, or not at all.

Special authority	Recommended Granting Special Authority based on Types of Work				
	*SECOFR	*SECADM	*PGMR	*SYSOPR	*USER
*ALLOBJ	All		Limited		
*AUDIT	All				
*IOSYSCFG	All				
*JOBCTL	All		Limited	All	
*SAVSYS	All			All	
*SECADM	All	All			
*SERVICE	All				
*SPLCTL	All		Limited		



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Fiber Optics to Industrial Park

- ☒ 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:

Patrick Wussow

Department:

Administration

Presenter (Name and Title):

Patrick Wussow, Interim County Administrator & Ross Wagner, Econ. Dev.

Estimated Time Needed:

Summary of Issue:

Ross Wagner, Economic Development & Forest Industry Coordinator and I held a telephone conference with CTC following the Facilities Committee on October 6th. We will update the Board at Tuesday's meeting.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve project.

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

581

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Reconsider Resolution #20160913-064: Interim County Administrator



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:

Patrick Wussow

Department:

Administration

Presenter (Name and Title):

Patrick Wussow, Interim County Administrator

Estimated Time Needed:

Summary of Issue:

The attached resolution was adopted at the September 13, 2016 County Board meeting. When the resolution was initially drafted it was not known that former Aitkin County Administrator Patrick Wussow would agree to help out as our Interim Administrator. At this time, the Personnel Committee recommends that the Board review the resolution and consider making modifications to it, or rescinding it altogether.

Alternatives, Options, Effects on Others/Comments:

Make modifications to resolution

Recommended Action/Motion:

Adopt a resolution rescinding Resolution #20160913-064: Interim County Administrator

Financial Impact:

Is there a cost associated with this request?



Yes



No

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

Is this budgeted?



Yes



No

Please Explain:

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

ADOPTED September 13, 2016

By Commissioner: Marcotte

20160913-064

Interim County Administrator

WHEREAS, the County Administrator has resigned and Aitkin County wishes to appoint an interim county administrator.

NOW THEREFORE BE IT RESOLVED, the County Board approves to hire Patrick Wussow at an hourly rate of \$50.00 per hour for 2 – 3 days a week beginning on September 19, 2016 and commencing at such time a permanent County Administrator begins employment, and

BE IT FURTHER RESOLVED, that the duties, responsibilities and authorities of the Aitkin County Administrator shall be modified during the duration of this contract as follows:

1. The Aitkin County policy allowing for administrative appointment of positions is suspended, and all hiring authority is reserved by the County Board. The interim County Administrator may authorize recruitment of positions, but final approval must be made through the personnel committee and County Board. Hiring authority shall be reinstated to the Aitkin County Administrator upon appointment of a full time permanent administrator.
2. There shall be a department head meeting to ensure communications between the interim administrator and department heads on the 2nd and 4th Wednesday of each month during the interim period. The interim Administrator shall prepare a brief written summary of the topics discussed at these meetings and any outcomes to the County Board within a reasonable time thereafter.

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

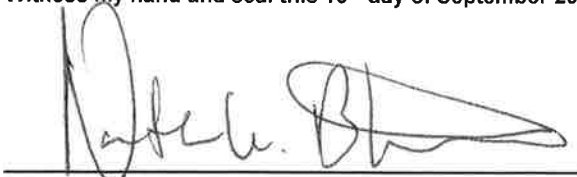
FIVE MEMBERS PRESENT

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016



Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

5B2

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Ratify AFSCME Courthouse and AFSCME H&HS Agreements



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:

Patrick Wussow

Department:

Administration

Presenter (Name and Title):

Patrick Wussow, Interim County Administrator

Estimated Time Needed:

Summary of Issue:

On Monday the AFSCME Units will be voting on proposed 2017 & 2018 agreements. If the members approve the contracts we will get the agreements to the Commissioners right away for review, and ask for ratification at Tuesday's meeting.

If the members do not approve the contracts, staff will ask to have the request for ratification removed from the agenda.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Ratify the AFSCME Courthouse and AFSCME Health & Human Services Agreements.

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

5B3

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: County Administrator Recruitment Follow-Up

<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: Patrick Wussow		Department: Administration
Presenter (Name and Title): Patrick Wussow, Interim County Administrator		Estimated Time Needed:
Summary of Issue: At Tuesday's meeting the Personnel Committee will provide an update to the Board on the recruitment for County Administrator.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Aitkin County Board of Commissioners Agenda Request Form

6

Agenda Item #

Requested Meeting Date: October 11, 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



Board of County Commissioners Agenda Request

7A

Agenda Item #

Requested Meeting Date: October 11, 2016

Title of Item: Closed Session Pursuant to MN Statutes 13D.05

- ☒ 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:

Patrick Wussow

Department:

Administration

Presenter (Name and Title):

Patrick Wussow, Interim County Administrator

Estimated Time Needed:

Summary of Issue:

Closed session pursuant to Minnesota Statutes §13D.05 for preliminary consideration of allegations against an individual subject to the Board's authority

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: