

# **ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS June 27, 2017 – BOARD AGENDA**

- 9:00 1) **J. Mark Wedel, County Board Chairperson**  
A) **Call to Order**  
B) **Pledge of Allegiance**  
C) **Board of Commissioners Meeting Procedure**  
D) **Approval of Agenda**
- 9:05 E) **Health & Human Services (see separate HHS agenda)**
- 9:45 **Break**
- 10:00 F) **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 June 13, 2017 – June 26, 2017**  
B) **Approve June 13, 2017 County Board Minutes**  
C) **Approve June 13, 2017 BAE Minutes**  
D) **Approve Commissioner Warrants**  
E) **Approve Auditor Warrants - May Sales & Use Tax**  
F) **Approve Auditor Warrants - Highway Dept. Contract Payment**  
G) **Approve Auditor Warrants - Tax Settlements**  
H) **Adopt Resolution: Public Hearing Set - Classification of Tax-Forfeited Lands**  
I) **Accept \$200 Donation to STS from Round Lake Cemetery Association**  
J) **Approve Temporary 3.2 Malt Liquor License - Aitkin Fire Department**
- 10:02 3) **Jessica Seibert, County Administrator**  
A) **Marcia Mehle and Jack Larson - Arrowhead Transit Rural Rides**  
B) **Caroline Larson - Support Within Reach**  
C) **Tom Suppes - MCIT Report**
- 11:05 4) **Committee Updates**
- 11:30 5) **Jessica Seibert, County Administrator**  
A) **Closed Meeting Under MN Statute 13D.05 Subd. 3 (a) Performance Evaluation of County Administrator**

**Adjourn**

# AITKIN COUNTY BOARD

June 13, 2017

The Aitkin County Board of Commissioners met this 13th day of June, 2017 at 2:03 p.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham. Representative Dale Lueck was also in attendance.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the June 13, 2017 agenda.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: May 24, 2017 to June 13, 2017; B) Approve County Board Minutes: May 23, 2017; C) Approve 6-2-17 Commissioner Warrants: General Fund \$131,720.68, Road & Bridge \$40,870.52, Health & Human Services \$1,335.87, Trust \$7,059.13, Long Lake Conservation Center \$11,630.15, Parks \$974.38 for a total of \$193,590.73; D) Approve 6-16-17 Commissioner Warrants: General Fund \$66,087.74, Road & Bridge \$92,528.77, State \$540.00, Trust \$3,335.03, Forest Development \$2788.11, Long Lake Conservation Center \$6,680.68, Parks \$11,541.27 for a total of \$183,501.60; E) Approve Auditor Warrants - School Advance: Agency \$1,860,597.64; F) Approve Auditor Warrants - Real Estate Tax Overpays: Taxes & Penalties \$7,550.70; G) Approve May Manual Warrants: General Fund \$44,756.34, Road & Bridge \$39,921.13, Health & Human Services \$3,360.58, State \$1,457,835.83, Trust \$522.09, Taxes & Penalties \$1,144.00, Long Lake Conservation Center \$918.05, Parks \$163.74 for a total of \$1,548,621.76; H) Ratify Teamsters Non-Licensed Essential Unit 2017-2018 Agreement; I) Accept \$500 Donation to STS from Palisade Fire Department; J) Approve Blandin Grant Agreement; K) Adopt Resolution: Final Contract Payment - Contract No. 20163; L) Adopt Resolution: MnDOT Master Partnership Agreement; M) Adopt Resolution: Riparian Buffer Jurisdiction

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to ratify the Teamsters Non-Licensed Essential Unit 2017-2018 Collective Bargaining Agreement and authorize the Board Chair, County Administrator, and HR Director to sign.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to approve Blandin Foundation Grant Agreement for Award 1-2017-07566 between Blandin Foundation and Aitkin County.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution - Final Contract Payment - Contract No. 20163:

**WHEREAS**, Contract No. 20163 has in all been completed, and the County Board being fully advised in the premises.

**NOW THEN BE IT RESOLVED**, that the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and

**CALL TO ORDER**

**APPROVED  
AGENDA**

**CONSENT  
AGENDA**

**TEAMSTERS NON-  
LICENSED  
ESSENTIAL UNIT  
2017-2018  
AGREEMENT**

**BLANDIN  
FOUNDATION  
GRANT  
AGREEMENT**

**RESOLUTION  
20170613-044  
FINAL CONTRACT  
PAYMENT -  
CONTRACT NO.**

authorize final payment to Anderson Brothers Construction in the amount of \$154,511.78.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution - MnDOT Master Partnership Agreement:

**WHEREAS**, the Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

**WHEREAS**, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

**WHEREAS**, the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write “work orders” against a master contract would provide the greatest speed and flexibility in responding to identified needs.

**THEREFORE, BE IT RESOLVED:**

1. That the Aitkin County enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board.
2. That the proper County officers are authorized to execute such contract, and any amendments thereto.
3. That the Aitkin County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from MnDOT, and that the County Engineer may execute such work order contracts on behalf of the Aitkin County without further approval by this Board.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution - Riparian Buffer Jurisdiction:

Affirming Aitkin County’s jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48

**WHEREAS**, during the 2015 First Special Session, the 89<sup>th</sup> Legislature adopted Chapter 4, creating the water quality buffer initiative; and

**WHEREAS**, Chapter 4 authorizes a county to assume jurisdiction over the compliance provisions of the water quality buffer initiative; and

**WHEREAS**, improved water quality is a statewide goal, but is best administered by local policymakers, whose familiarity with their home communities will ensure a cooperative and efficient implementation of the initiative; now, therefore,

20163

**RESOLUTION  
20170613-045  
MNDOT MASTER  
PARTNERSHIP  
AGREEMENT**

**RESOLUTION  
20170613-046  
RIPARIAN  
BUFFER  
JURISDICTION**

# AITKIN COUNTY BOARD

June 13, 2017

**BE IT RESOLVED**, Aitkin County affirms its jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48; and

**BE IT FURTHER RESOLVED**, county staff will draft a rule, ordinance, or official controls, to be approved by the Aitkin County Board of Commissioners, to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48.

Board Chair J. Mark Wedel invited Representative Dale Lueck to give a legislative update to the Board. Representative Lueck provided an update, commended Commissioner Don Niemi for his years of hard work on State General Tax reform, and discussed Enbridge Pipeline 3.

**REPRESENTATIVE  
DALE LUECK**

John Welle, County Engineer discussed and reviewed with the Board various items in the Highway Department, including:

**HIGHWAY DEPT  
UPDATE**

- Calcium Chloride Applications
- Legislative Updates
- CSAH 37 Petition for Speed Zone Modifications
- Development of Pit on County Land Van Duse Lake Area
- Beaver Control Operations in Public Drainage Ditches
- Utility Permits for Placement of Fiber Optic Cable
- Public Complaints

Mike Dangers, County Assessor reviewed with the Board the process available through Minnesota Statutes Sections 273.1233 and 273.1235 for individual disaster abatements and credits. The consensus by the Commissioners is to consider each request for individual disaster abatement and credit individually.

**INDIVIDUAL  
DISASTER  
ABATEMENTS  
AND CREDITS**

Jessica Seibert, County Administrator discussed the capital improvement bond structure and bond calendar with the Board.

**BOND  
STRUCTURE**

Jessica Seibert, County Administrator and the Board discussed the upcoming AMC Spring District 1 meeting and Aitkin County's 2017 AMC Policy Committee Appointments. Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to include Jessica Seibert, County Administrator as an AMC delegate, and to update the 2017 AMC Policy Committee Appointments as follows:

**ASSOCIATION OF  
MINNESOTA  
COUNTIES**

Environment & Natural Resources	Commissioner Anne Marcotte
General Government	Commissioner Don Niemi
Health & Human Services	HHS Director Cynthia Bennett
Public Safety	Commissioner Laurie Westerlund
Transportation	Commissioner Bill Pratt
Indian Affairs Advisory Council	Commissioner Laurie Westerlund

The Board discussed: Unorganized Townships, NCLUCB, MRC, ECRL, NEMOJT, DAC, Fair Board, CARE, ATV, Economic Development, and McGregor Airport.

**BOARD  
DISCUSSION**

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting to adjourn the meeting at 4:03 p.m. until Tuesday, June 27, 2017 at 9:00 a.m.

**ADJOURN**

---

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

---

Jessica Seibert, County Administrator

**BOARD OF APPEAL AND EQUALIZATION  
JUNE 13, 2017  
OFFICE OF COUNTY AUDITOR**

The Aitkin County Board of Commissioners met this 13<sup>th</sup> day of June, 2017 at 4:12 p.m. with Auditor Kirk Peysar, County Assessor Mike Dangers, County Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Anne Marcotte, Bill Pratt, County Administrator Jessica Seibert, and Administrative Assistant Sue Bingham.

Staff present – Lori Tibbetts

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, to approve the BAE agenda.

Oath, Introduction and General Information

The following persons appeared, wrote letters, or telephoned regarding appeal and equalization of property:

**Loren and Jodie Miller**

29-1-139100 and 29-0-032904

Information presented: Property was purchased in 2016 for \$300,000 in an arm's-length transaction. They feel assessed value and sales ratio are too high.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried. All voted to reduce the value of 29-1-139100 by \$15,000.

**Ronald and Darlene Smith**

29-1-490000 & 29-0-009301

Written appeal.

Information presented 29-1-490000: Owners are comparing taxes assessed and the assessed market value to the neighboring lot that they feel is superior to theirs.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried. All voted to reduce the 2017 assessed market value from \$147,100 to \$132,600, as recommended by the County Assessor.

Information presented 29-0-009301: 2016 valuation was increased in part due to a neighboring sale. Owners feel property is inferior and the valuation is too high.

Action: Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried.  
All voted no change, as recommended by the County Assessor.

Motion by County Auditor Peysar, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 5:00 p.m.

---

J. Mark Wedel, Chair  
Aitkin County Board of Commissioners

ATTEST:

---

Kirk Peysar  
Aitkin County Auditor

SEAL

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1	DEPT			Commissioners		
10200	Marcotte/Anne Marie					
	01-001-000-0000-6330		592.25	Mileage 4/25-06/13	1107@.535	Transportation & Travel & Parking
	01-001-000-0000-6330		690.15	Mileage 3/9-4/20	1290@.535	Transportation & Travel & Parking
	01-001-000-0000-6330		785.38	Mileage 1/3-2/28	1468@.535	Transportation & Travel & Parking
10200	Marcotte/Anne Marie		2,067.78	3 Transactions		
6097	Verizon Wireless					
	01-001-000-0000-6250		34.84	Cell phone charges	286287802	Telephone
	01-001-000-0000-6250		35.01	monthly mifi charge	786663881	Telephone
6097	Verizon Wireless		69.85	2 Transactions		
10722	Visnovec/Nicole					
	01-001-000-0000-6405		64.54	Coffee and Creamer for Board		Office & Computer Supplies
10722	Visnovec/Nicole		64.54	1 Transactions		
1	DEPT Total:		2,202.17	Commissioners	3 Vendors	6 Transactions
12	DEPT			Court Administration		
10385	Brandt Law Office					
	01-012-000-0000-6232		40.00	Fees 01-PR-16-69	26665	Attorney Services
10385	Brandt Law Office		40.00	1 Transactions		
5176	Wetzel Law Firm					
	01-012-000-0000-6232		67.50	Fees 01-PX-99-99	10802	Attorney Services
	01-012-000-0000-6232		2.00	LD charges	10802	Attorney Services
5176	Wetzel Law Firm		69.50	2 Transactions		
12	DEPT Total:		109.50	Court Administration	2 Vendors	3 Transactions
40	DEPT			Auditor		
783	Canon Financial Services, Inc					
	01-040-000-0000-6231		220.24	Copier contract charge-026	17411847	Services, Labor, Contracts
783	Canon Financial Services, Inc		220.24	1 Transactions		
8175	Centurylink					
	01-040-021-0000-6250		304.55	local calls license	3141154028	License Center-Phone

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
8175	Centurylink		304.55		1 Transactions	
10185	Centurylink Communications Inc 01-040-021-0000-6250		147.18	LD Phone bill	320146217	License Center-Phone
10185	Centurylink Communications Inc		147.18		1 Transactions	
1457	CPS Technology Solutions, Inc 01-040-000-0000-6231		26.40	July Printer Maintenance	373732	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		26.40		1 Transactions	
8168	Pro Form Business Systems, Inc 01-040-000-0000-6405		1,044.04	Commissioner Warrant Checks	872	Office & Computer Supplies
8168	Pro Form Business Systems, Inc		1,044.04		1 Transactions	
40	DEPT Total:		1,742.41	Auditor	5 Vendors	5 Transactions
42	DEPT			Treasurer		
4173	Grams/Lori 01-042-000-0000-6330		16.05	Ruttgers Mtg mileage-6/13/17	30@.535	Transportation & Travel
4173	Grams/Lori		16.05		1 Transactions	
13213	MCRA 01-042-000-0000-6241		25.00	MOMS Registration		Registration Fee
13213	MCRA		25.00		1 Transactions	
4689	Metro Sales Inc 01-042-000-0000-6231		135.00	Ricoh copier charge	817846	Services, Labor, Contracts
4689	Metro Sales Inc		135.00		1 Transactions	
14330	US Bank 01-042-000-0000-6625		117.53	Ricoh Contract	332428267	Office Equipment
14330	US Bank		117.53		1 Transactions	
42	DEPT Total:		293.58	Treasurer	4 Vendors	4 Transactions
43	DEPT			Assessor		
2155	Hicks/James 01-043-000-0000-6340		14.00	reimb. for overnight meal	5/25/17	Meals (Overnight)

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description		
No. Account/Formula	Accr	Amount	Service Dates	Invoice #	Account/Formula Description	On Behalf of Name
2155 Hicks/James		14.00	1 Transactions			
86235 The Office Shop Inc						
01-043-000-0000-6405		18.47	post-it 3x3 sticky notes	1027246-0		Office, Film & Computer Supplies
86235 The Office Shop Inc		18.47	1 Transactions			
43 DEPT Total:		32.47	Assessor	2 Vendors		2 Transactions
44 DEPT			Central Services			
783 Canon Financial Services, Inc						
01-044-000-0000-6231		326.43	Copier contract charge-031	17144851		Services, Labor, Contracts
783 Canon Financial Services, Inc		326.43	1 Transactions			
10185 Centurylink Communications Inc						
01-044-000-0000-6250		0.34	Toll Free Charges	320295974		Telephone
10185 Centurylink Communications Inc		0.34	1 Transactions			
44 DEPT Total:		326.77	Central Services	2 Vendors		2 Transactions
49 DEPT			Information Technologies			
5245 Bennett/Steve						
01-049-000-0000-6330		104.40	mileage-PLT Training	240@.435		Transportation & Travel & Parking
5245 Bennett/Steve		104.40	1 Transactions			
88880 Datacomm Computers & Networks Inc						
01-049-000-0000-6402		276.36	wire mold,Panduit Cat 3 Jacks	9797		Computer Supplies & Software
88880 Datacomm Computers & Networks Inc		276.36	1 Transactions			
9126 MNCITLA						
01-049-000-0000-6208		250.00	Membership Renewal			Training/Education
9126 MNCITLA		250.00	1 Transactions			
6097 Verizon Wireless						
01-049-000-0000-6231		35.01	June Renewal	386695110		Programming, Services, Contracts
6097 Verizon Wireless		35.01	1 Transactions			
49 DEPT Total:		665.77	Information Technologies	4 Vendors		4 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
52	DEPT			Administration/Personnel Dept		
86222	Aitkin Independent Age					
	01-052-000-0000-6230		441.61	position vacanc. 3/8,15,22,29	1483	Printing, Publishing & Adv
	01-052-000-0000-6231		85.74	position vacancies 5/3/17	1483	Services, Labor, Contracts
	01-052-000-0000-6231		89.55	position vacancies 5/10/17	1483	Services, Labor, Contracts
	01-052-000-0000-6231		106.06	position vacancies 5/17/17	1483	Services, Labor, Contracts
	01-052-000-0000-6231		83.20	position vacancies 5/24/17	1483	Services, Labor, Contracts
	01-052-000-0000-6231		94.63	position vacancies 5/31/17	1483	Services, Labor, Contracts
86222	Aitkin Independent Age		900.79	6 Transactions		
11303	Danielson/Bobbie					
	01-052-000-0000-6208		27.73	MCIT Sup Training refreshments	5/31/17-paulbe	Training/Education
	01-052-000-0000-6205		1.62	Postage reimbursement	7/1/16	Postage
11303	Danielson/Bobbie		29.35	2 Transactions		
12942	JobsHQ					
	01-052-000-0000-6230		90.00	Ad-Network Administrator	2479678	Printing, Publishing & Adv
	01-052-000-0000-6230		82.00	Ad-Network Administrator	2479679	Printing, Publishing & Adv
12942	JobsHQ		172.00	2 Transactions		
12048	McDowell Agency, Inc./The					
	01-052-000-0000-6234		413.00	Background Screening	89561	Background Check Fee
12048	McDowell Agency, Inc./The		413.00	1 Transactions		
3462	MPELRA					
	01-052-000-0000-6241		250.00	MPELRA Summer Conference	8/9-11	Registration Fee
3462	MPELRA		250.00	1 Transactions		
13243	Shred-N-Go, Inc					
	01-052-000-0000-6231		111.33	on site shredding 346 lbs	67178	Services, Labor, Contracts
13243	Shred-N-Go, Inc		111.33	1 Transactions		
4266	St Cloud Times					
	01-052-000-0000-6230		177.40	Network Administrator Ad	0004765759	Printing, Publishing & Adv
	01-052-000-0000-6230		222.60	Online Recruitment	0004765759	Printing, Publishing & Adv
4266	St Cloud Times		400.00	2 Transactions		
86235	The Office Shop Inc					
	01-052-000-0000-6405		21.25	Def Pocket, Wall, Stack	1026813-0	Office & Computer Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-052-000-0000-6405		173.99	Toner for Nicole's printer	1027332-0	Office & Computer Supplies
	01-052-000-0000-6405		9.35	Expandable File Folders	1027356-0	Office & Computer Supplies
	01-052-000-0000-6405		46.18	binder clips, pens, staples	1027456-0	Office & Computer Supplies
86235	The Office Shop Inc		250.77			4 Transactions
6097	Verizon Wireless					
	01-052-000-0000-6250		26.02	monthly mifi charge	786663881	Telephone
6097	Verizon Wireless		26.02			1 Transactions
52	DEPT Total:		2,553.26	Administration/Personnel Dept	9 Vendors	20 Transactions
90	DEPT			Attorney		
12504	Barron County Clerk of Courts					
	01-090-000-0000-6234		7.50	certified copy on conviction		Co Sheriff Services
12504	Barron County Clerk of Courts		7.50			1 Transactions
13886	Benusa/Nathan					
	01-090-000-0000-6208		140.17	St Paul mileage 6/7-6/9	262@.535	Training/Education
	01-090-000-0000-6208		61.21	meals and parking	6/7-6/8	Training/Education
13886	Benusa/Nathan		201.38			2 Transactions
10185	Centurylink Communications Inc					
	01-090-000-0000-6250		2.53	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		2.53			1 Transactions
3242	Minnesota CLE					
	01-090-000-0000-6406		83.00	MN Judges Crim.Benchbook	INV836284	Law Publ. & Subscriptions
3242	Minnesota CLE		83.00			1 Transactions
14493	Ostertag/Thomas Edward					
	01-090-000-0000-6213		23.10	Court filing fee-Ostertag Vehi	01-CO-15-91	Drug & Forfeiture Ms387.213
14493	Ostertag/Thomas Edward		23.10			1 Transactions
9489	Redwood Toxicology Laboratory, Inc					
	01-090-000-0000-6213		108.07	test pretrial defendants	12289120175	Drug & Forfeiture Ms387.213
9489	Redwood Toxicology Laboratory, Inc		108.07			1 Transactions
5173	THOMSON REUTERS-WEST PUBLISHING					
	01-090-000-0000-6406		1,216.02	May Information Charges	836216491	Law Publ. & Subscriptions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
		01-090-000-0000-6406			545.50	Law Publications		836311589		Law Publ. & Subscriptions	
5173	THOMSON REUTERS-WEST PUBLISHING				1,761.52		2 Transactions				
90	DEPT Total:				2,187.10	Attorney		7 Vendors			9 Transactions
100	DEPT					Recorder					
11406	Innovative Office Solutions	01-100-000-0000-6405			51.43	Office Supplies		IN1649626		Office & Computer Supplies	
11406	Innovative Office Solutions				51.43		1 Transactions				
10795	Moriarty/Michael	01-100-000-0000-6241			25.00	2017 Summer Conference Registr		06/13-16		Registration Fee	
		01-100-000-0000-6340			56.73	Conference Meal Package		06/13-16		Meals	
		01-100-000-0000-6330			51.33	Mileage-Ruttgers 4 days		118@.435		Transportation & Travel	
10795	Moriarty/Michael				133.06		3 Transactions				
13613	PRIA	01-100-000-0000-6240			60.00	Membership Dues-PRIA				Dues	
13613	PRIA				60.00		1 Transactions				
3951	Pro West & Associates, Inc	01-100-195-0000-6231			30.33	Tech support-zoom to parcel		001458		Services, Labor, Contracts-Land Records	
3951	Pro West & Associates, Inc				30.33		1 Transactions				
100	DEPT Total:				274.82	Recorder		4 Vendors			6 Transactions
110	DEPT					Courthouse Maintenance					
964	Chief Supply Corp	01-110-000-0000-6422			205.22	27 boxes of gloves 2X		152374		Janitorial Supplies	
964	Chief Supply Corp				205.22		1 Transactions				
88628	Dalco	01-110-000-0000-6422			119.38	toilet tissue, hard roll towel		3185422		Janitorial Supplies	
88628	Dalco				119.38		1 Transactions				
2186	Hillyard Inc - Kansas City	01-110-000-0000-6422			311.14	Cleaning supplies		602568665		Janitorial Supplies	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
2186	Hillyard Inc - Kansas City		311.14		1 Transactions	
11889	Honeywell International Inc. 01-110-000-0000-6231		3,048.02	Quarterly Mech.&Electrical 07/15/2017 10/14/2017	5240380236 0	Services, Labor, Contracts
11889	Honeywell International Inc.		3,048.02		1 Transactions	
9692	Minnesota Energy Resources Corporation 01-110-000-0000-6254		112.17	Gas-Courthouse	0506823754	Utilities & Heating
9692	Minnesota Energy Resources Corporation		112.17		1 Transactions	
3950	Public Utilities 01-110-000-0000-6254		2,132.02	Courthouse		Utilities & Heating
	01-110-000-0000-6254		27.56	Old County Garage		Utilities & Heating
	01-110-000-0000-6254		426.44	Jail West Annex		Utilities & Heating
	01-110-000-0000-6254		141.05	STS Building		Utilities & Heating
	01-110-000-0000-6254		72.23	Glarco-Motor pool building		Utilities & Heating
	01-110-000-0000-6254		248.57	LA Tool Building		Utilities & Heating
3950	Public Utilities		3,047.87		6 Transactions	
10698	Stericycle, Inc 01-110-000-0000-6255		30.10	Steri-Safe Bill	4007148575	Garbage
10698	Stericycle, Inc		30.10		1 Transactions	
6097	Verizon Wireless 01-110-000-0000-6250		31.27	Cell phone charges	286287802	Phone
6097	Verizon Wireless		31.27		1 Transactions	
110	DEPT Total:		6,905.17	Courthouse Maintenance	8 Vendors	13 Transactions
120	DEPT			Service Officer		
12445	BrandI Chevrolet, Buick GMC 01-120-000-0000-6302		33.14	Vet van oil change, tire rotat	301635	Car Maintenance
12445	BrandI Chevrolet, Buick GMC		33.14		1 Transactions	
13302	Central MN Counseling Center 01-120-000-0000-6231		320.00	PTSD Psych eval on JM	12467	Services, Labor, Contracts
	01-120-000-0000-6231		100.00	MMPI-2 for JM	12467	Services, Labor, Contracts

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
13302	Central MN Counseling Center		420.00		2 Transactions	
10185	Centurylink Communications Inc 01-120-000-0000-6250		2.37	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		2.37		1 Transactions	
120	DEPT Total:		455.51	Service Officer	3 Vendors	4 Transactions
122	DEPT			Planning & Zoning		
86222	Aitkin Independent Age 01-122-000-0000-6230		73.50	Notice of hearing 6/7/17	1482	Printing, Publishing & Adv
86222	Aitkin Independent Age		73.50		1 Transactions	
13066	Hargrave/Bryan 01-122-000-0000-6231		3,500.00	Contract Inspections 05/12/2017 05/23/2017	10@350.00 0	Services, Labor, Contracts, Programming
13066	Hargrave/Bryan		3,500.00		1 Transactions	
122	DEPT Total:		3,573.50	Planning & Zoning	2 Vendors	2 Transactions
200	DEPT			Enforcement		
11960	ASAP Towing 01-200-000-0000-6359		178.00	tow Chrysler 300 17-1533	5202	Wrecker Service
	01-200-000-0000-6359		104.00	tow Cad Deville 17-1580	5207	Wrecker Service
	01-200-000-0000-6359		192.00	tow Ford Focus 17-1524	5618	Wrecker Service
11960	ASAP Towing		474.00		3 Transactions	
12445	Brandl Chevrolet, Buick GMC 01-200-000-0000-6302		176.65	Battery for #222	301700	Car Maintenance
12445	Brandl Chevrolet, Buick GMC		176.65		1 Transactions	
10185	Centurylink Communications Inc 01-200-000-0000-6250		6.34	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		6.34		1 Transactions	
3100	McGregor Oil 01-200-000-0000-6511		120.11	#217,#220 Gas	AITKINSH	Gas And Oil



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3100	McGregor Oil		120.11		1 Transactions	
13416	Nartec, Inc 01-200-000-0000-6409		339.32	meth test ampules	9468	Deputy Supplies
13416	Nartec, Inc		339.32		1 Transactions	
10412	O'Reilly Auto Parts 01-200-000-0000-6302		41.74	wiper blades #212	1878-363590	Car Maintenance
10412	O'Reilly Auto Parts		41.74		1 Transactions	
86235	The Office Shop Inc 01-200-000-0000-6405		60.08	office supplies	1027275-0	Office Supplies
	01-200-000-0000-6405		129.35	office supplies	1027275-1	Office Supplies
86235	The Office Shop Inc		189.43		2 Transactions	
13934	Tire Barn 01-200-000-0000-6302		43.98	oil change #212	38871	Car Maintenance
13934	Tire Barn		43.98		1 Transactions	
13848	WYATT'S TOWING 01-200-000-0000-6359		217.00	Tow Chev Astrovan 17-1563	6/11/17	Wrecker Service
13848	WYATT'S TOWING		217.00		1 Transactions	
200	DEPT Total:		1,608.57	Enforcement	9 Vendors	12 Transactions
202	DEPT			Boat & Water		
3950	Public Utilities 01-202-000-0000-6254		22.79	B&W		Utilities
3950	Public Utilities		22.79		1 Transactions	
202	DEPT Total:		22.79	Boat & Water	1 Vendors	1 Transactions
204	DEPT			ATV		
4681	Streichers 01-204-000-0000-6610		103.99	All Hazzards TAC bag ATV	11266303	Equipment
4681	Streichers		103.99		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
204	DEPT Total:		103.99	ATV	1 Vendors	1 Transactions
206	DEPT			Forfeitures		
14493	Ostertag/Thomas Edward 01-206-000-0000-6409		53.90	Court filing fee-Ostertag Vehi	15-3067	Forfeiture Supplies
14493	Ostertag/Thomas Edward		53.90		1 Transactions	
206	DEPT Total:		53.90	Forfeitures	1 Vendors	1 Transactions
252	DEPT			Corrections		
14005	American Tower Corporation 01-252-000-0000-6231		326.19	Jacobson tower rent	404182135	Services & Labor (Incl Contracts)
14005	American Tower Corporation		326.19		1 Transactions	
12106	Antoine Electric 01-252-000-0000-6590		130.50	retrofit 109 hallway fixture	16310	Repair & Maintenance Supplies
12106	Antoine Electric		130.50		1 Transactions	
783	Canon Financial Services, Inc 01-252-000-0000-6231		96.07	Monthly lease-032-Dispatch	17411845	Services & Labor (Incl Contracts)
783	Canon Financial Services, Inc		96.07		1 Transactions	
10185	Centurylink Communications Inc 01-252-000-0000-6250		6.34	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		6.34		1 Transactions	
5583	Crawford Supply Company 01-252-252-0000-6408		100.80	commissary supplies	844508	Commissary Supplies
5583	Crawford Supply Company		100.80		1 Transactions	
88628	Dalco 01-252-000-0000-6422		451.60	Jail paper products	3184919	Janitorial Supplies
88628	Dalco		451.60		1 Transactions	
2186	Hillyard Inc - Kansas City 01-252-000-0000-6422		1,035.72	Janitorial	602568704	Janitorial Supplies
2186	Hillyard Inc - Kansas City		1,035.72		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
5503 Keefe Supply Company				
01-252-252-0000-6408	53.76	Commissary Supplies	840974	Commissary Supplies
01-252-000-0000-6418	551.40	Groceries	843458	Groceries
01-252-252-0000-6408	554.60	Commissary Supplies	844509	Commissary Supplies
5503 Keefe Supply Company	1,159.76			3 Transactions
11946 McGuire Mechanical				
01-252-000-0000-6231	371.00	diagnose lack of hot water	7814	Services & Labor (Incl Contracts)
11946 McGuire Mechanical	371.00			1 Transactions
3160 Mille Lacs Energy Coop-Albert Lea				
01-252-000-0000-6254	307.51	Shelter/Tower	34-54-015-01	Utilities & Heating
3160 Mille Lacs Energy Coop-Albert Lea	307.51			1 Transactions
9692 Minnesota Energy Resources Corporation				
01-252-000-0000-6254	116.42	Gas-Jail	0505221458	Utilities & Heating
01-252-000-0000-6254	370.83	Gas-Jail	0505399584	Utilities & Heating
01-252-000-0000-6254	41.26	Gas-STS	0506726121	Utilities & Heating
9692 Minnesota Energy Resources Corporation	528.51			3 Transactions
8287 Mn Dept Of Labor & Industry				
01-252-000-0000-6231	20.00	Boiler	ABR0165188I	Services & Labor (Incl Contracts)
01-252-000-0000-6231	100.00	Elevator	ALR0073217I	Services & Labor (Incl Contracts)
8287 Mn Dept Of Labor & Industry	120.00			2 Transactions
3712 Office Depot				
01-252-000-0000-6405	419.47	toner/printer cartridges	932414534001	Office & Computer Supplies
3712 Office Depot	419.47			1 Transactions
3789 Pan-O-Gold Baking Company				
01-252-000-0000-6418	186.72	groceries	10002417159027	Groceries
01-252-000-0000-6418	155.68	groceries	10002417166026	Groceries
3789 Pan-O-Gold Baking Company	342.40			2 Transactions
3950 Public Utilities				
01-252-000-0000-6254	52.00	Sheriff Storage garage		Utilities & Heating
01-252-000-0000-6254	1,412.11	New Jail		Utilities & Heating
01-252-000-0000-6254	6,168.24	New Jail 2		Utilities & Heating

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3950	Public Utilities		7,632.35		3 Transactions	
10771	Regional Diagnostic Radiology 01-252-000-0000-6262		268.34	Hansen, N	RDR105773	Medical Expenses & Supplies - Inmates
10771	Regional Diagnostic Radiology		268.34		1 Transactions	
4761	Sysco Minnesota Inc 01-252-000-0000-6418		3,842.41	Groceries	153107599	Groceries
	01-252-000-0000-6418		3,271.39	Groceries	153111320	Groceries
4761	Sysco Minnesota Inc		7,113.80		2 Transactions	
86235	The Office Shop Inc 01-252-000-0000-6405		60.08	office supplies	1027275-0	Office & Computer Supplies
	01-252-000-0000-6405		129.34	office supplies	1027275-1	Office & Computer Supplies
86235	The Office Shop Inc		189.42		2 Transactions	
11608	Thrifty White Pharmacy-McGregor 01-252-000-0000-6262		4,250.64	May Prescriptions		Medical Expenses & Supplies - Inmates
11608	Thrifty White Pharmacy-McGregor		4,250.64		1 Transactions	
252	DEPT Total:		24,850.42	Corrections	19 Vendors	29 Transactions
253	DEPT			Sentence to Serve		
4761	Sysco Minnesota Inc 01-253-000-0000-6405		36.30	Styro cups	153111321	Operating Supplies
4761	Sysco Minnesota Inc		36.30		1 Transactions	
5551	Unclaimed Freight North 01-253-000-0000-6405		20.84	sunscreen, aloe vera, anti itc	102393	Operating Supplies
5551	Unclaimed Freight North		20.84		1 Transactions	
253	DEPT Total:		57.14	Sentence to Serve	2 Vendors	2 Transactions
257	DEPT			Community Corrections		
11997	Minnesota Monitoring 01-257-022-0000-6406		302.25	Monitoring	4097	Sobriety Crt Expenses
11997	Minnesota Monitoring		302.25		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
87101	North Homes-Standard 01-257-255-0000-6204		5,764.25	BE TNT Program 05/01/2017 05/26/2017	3635429 0	Juvenile Detention
	01-257-255-0000-6204		7,781.62	Secure Program SB 05/01/2017 05/31/2017	3635458 0	Juvenile Detention
	01-257-255-0000-6204		1,004.08	Secure Detention SW 05/01/2017 05/05/2017	3635458 0	Juvenile Detention
	01-257-255-0000-6204		251.02	Secure Detention SW 05/17/2017 05/18/2017	3635458 0	Juvenile Detention
	01-257-255-0000-6204		251.02	Secure Detention NV 05/09/2017 05/10/2017	3635458 0	Juvenile Detention
	01-257-255-0000-6204		231.00	SB Transport to Court 05/18/2017 05/18/2017	MR10507 0	Juvenile Detention
87101	North Homes-Standard		15,282.99	6 Transactions		
3810	Paulbeck's County Market 01-257-022-0000-6406		33.98	Grad Cake/Ice	9277299	Sobriety Crt Expenses
3810	Paulbeck's County Market		33.98	1 Transactions		
9489	Redwood Toxicology Laboratory, Inc 01-257-022-0000-6406		205.00	May Testing	12645820175	Sobriety Crt Expenses
9489	Redwood Toxicology Laboratory, Inc		205.00	1 Transactions		
257	DEPT Total:		15,824.22	Community Corrections	4 Vendors	9 Transactions
280	DEPT			Emergency Management		
10185	Centurylink Communications Inc 01-280-000-0000-6250		1.10	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		1.10	1 Transactions		
280	DEPT Total:		1.10	Emergency Management	1 Vendors	1 Transactions
391	DEPT			Solid Waste		
86222	Aitkin Independent Age 01-391-000-0000-6230		81.63	HHW ad per inv 300180487	1482	Printing, Publishing & Adv
	01-391-000-0000-6230		190.47	E-Waste June 10	1482	Printing, Publishing & Adv
86222	Aitkin Independent Age		272.10	2 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3810	Paulbeck's County Market 01-391-000-0000-6405		20.74	E-Waste donuts/ice	9277342	Office & Film Supplies
3810	Paulbeck's County Market		20.74	1 Transactions		
4150	Rosallini's 01-391-000-0000-6405		145.79	Ewaste cookies & pizza		Office & Film Supplies
4150	Rosallini's		145.79	1 Transactions		
391	DEPT Total:		438.63	Solid Waste	3 Vendors	4 Transactions
500	DEPT			Library And Historical Society		
1495	East Central Regional Library 01-500-500-0000-6801		112,941.00	2017 2nd 1/2 Appropriation		Library Appropriations
1495	East Central Regional Library		112,941.00	1 Transactions		
500	DEPT Total:		112,941.00	Library And Historical Society	1 Vendors	1 Transactions
601	DEPT			Extension		
89471	Aitkin Co 4-H Council 01-601-551-0000-5840		80.00	License Plat bk sales R#469	5563-5564	4-H Plat Book Sales
	01-601-551-0000-5840		800.00	Recor. Plat bk sales R#467-8	5624-5643	4-H Plat Book Sales
89471	Aitkin Co 4-H Council		880.00	2 Transactions		
11187	Regents Of The University of Minnesota 01-601-000-0000-6262		13,205.82	Apr-June MOA billing Strande	0300017851	Univ Of Minn Contracts
11187	Regents Of The University of Minnesota		13,205.82	1 Transactions		
601	DEPT Total:		14,085.82	Extension	2 Vendors	3 Transactions
1	Fund Total:		191,309.61	General Fund		144 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			Undesignated		
14490	Blodgett/Gene 03-000-000-0000-5855		180.00	CALC CHLOR REFUND	CR29-2017	Charges-Individuals
14490	Blodgett/Gene		180.00	1 Transactions		
14488	Bowerman/Charles 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR62-2017	Charges-Individuals
14488	Bowerman/Charles		90.00	1 Transactions		
13447	Futurewood 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts
13447	Futurewood		500.00	1 Transactions		
12006	Johnson/Karrie 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR29-2017	Charges-Individuals
12006	Johnson/Karrie		90.00	1 Transactions		
14489	Kostrzewski/Albert 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR29-2017	Charges-Individuals
14489	Kostrzewski/Albert		90.00	1 Transactions		
14487	Okerstrom/Gerald 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR29-2017	Charges-Individuals
14487	Okerstrom/Gerald		90.00	1 Transactions		
12385	Sample/Bret A 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR62-2017	Charges-Individuals
12385	Sample/Bret A		90.00	1 Transactions		
9245	Tast/Gary & Jeanne 03-000-000-0000-5855		90.00	CALC CHLOR REFUND	CR62-2017	Charges-Individuals
9245	Tast/Gary & Jeanne		90.00	1 Transactions		
0	DEPT Total:		1,220.00	Undesignated	8 Vendors	8 Transactions
301	DEPT			R&B Administration		
783	Canon Financial Services, Inc 03-301-000-0000-6300		212.26	CONTRACT CHARGE	17411846	Service Contracts

DKB1  
6/22/17 3:15PM  
3 Road & Bridge

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc			212.26		1 Transactions	
14439	Conduent Business Services, LLC						
	03-301-000-0000-6300			5,530.02	NEW ROADS	1371183	Service Contracts
	03-301-000-0000-6300			245.98	E TIME	1371183	Service Contracts
14439	Conduent Business Services, LLC			5,776.00		2 Transactions	
89541	Culligan						
	03-301-000-0000-6400			10.50	JUN EQUIPMENT RENTAL	STMT	Supplies And Materials
89541	Culligan			10.50		1 Transactions	
3963	Quale/Michael J						
	03-301-000-0000-6296			100.05	MILEAGE-MCEA SUMMER CONFERENCE		Meeting Expense/Physicials
3963	Quale/Michael J			100.05		1 Transactions	
301	DEPT Total:			6,098.81	R&B Administration	4 Vendors	5 Transactions
303	DEPT				R&B Highway Maintenance		
195	Aitkin Tire Shop						
	03-303-000-0000-6590			259.30	TIRES	0-057043	Repair & Maintenance Supplies
	03-303-000-0000-6590			40.00	REPAIR LABOR	0-057043	Repair & Maintenance Supplies
	03-303-000-0000-6590			24.00	REPAIR LABOR	0-057049	Repair & Maintenance Supplies
195	Aitkin Tire Shop			323.30		3 Transactions	
12106	Antoine Electric						
	03-303-000-0000-6298			296.47	MCGRATH SHOP	16305	Shop Maintenance
12106	Antoine Electric			296.47		1 Transactions	
8175	Centurylink						
	03-303-000-0000-6254			31.33	FAX: HWY OFFICE	JUN-JUL	Utilities
8175	Centurylink			31.33		1 Transactions	
11411	Charter Communications						
	03-303-000-0000-6254			140.25	PHONE: HWY OFFICE	JUN/JUL	Utilities
11411	Charter Communications			140.25		1 Transactions	
8500	Diamond Mowers, Inc						
	03-303-000-0000-6590			3,858.42	MOWER BLADES	0-126595-IN	Repair & Maintenance Supplies



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
8500	Diamond Mowers, Inc		3,858.42		1 Transactions	
7920	Dixon Mechanical Electric, LLP					
	03-303-000-0000-6590		65.00	REPAIR LABOR	687	Repair & Maintenance Supplies
	03-303-000-0000-6590		80.64	REPAIR PARTS	687	Repair & Maintenance Supplies
7920	Dixon Mechanical Electric, LLP		145.64		2 Transactions	
9368	FirstSource					
	03-303-000-0000-6296		50.95	DRUG SCREEN	FL00176347	Meeting Expense/Physicals
9368	FirstSource		50.95		1 Transactions	
1701	Forestry Suppliers Inc					
	03-303-000-0000-6298		292.61	AITKIN SHOP SUPPLIES	207643-00	Shop Maintenance
1701	Forestry Suppliers Inc		292.61		1 Transactions	
13468	G & K Services					
	03-303-000-0000-6298		18.57	SHOP LAUNDRY	6043793130	Shop Maintenance
	03-303-000-0000-6298		22.27	SHOP LAUNDRY	6043798806	Shop Maintenance
13468	G & K Services		40.84		2 Transactions	
1818	Glen's Sign Dezine					
	03-303-000-0000-6590		62.00	DECAL		Repair & Maintenance Supplies
1818	Glen's Sign Dezine		62.00		1 Transactions	
1829	Goble's Sewer Service Inc.					
	03-303-000-0000-6298		160.00	PALISADE TANK	4504	Shop Maintenance
1829	Goble's Sewer Service Inc.		160.00		1 Transactions	
2763	J & H Transfer Station-Lakes Sanitary					
	03-303-000-0000-6254		57.65	MAY-PALISADE	120210	Utilities
	03-303-000-0000-6254		57.65	JUN-PALISADE	120210	Utilities
2763	J & H Transfer Station-Lakes Sanitary		115.30		2 Transactions	
8101	Kris Engineering Inc					
	03-303-000-0000-6590		810.88	REPAIR PARTS	28568	Repair & Maintenance Supplies
8101	Kris Engineering Inc		810.88		1 Transactions	
91187	Lake Country Power					
	03-303-000-0000-6254		74.83	APR-MAY JACOBSON SHOP	1400073000	Utilities

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
03-303-000-0000-6254		MAY-JUN SWATARA	140946401	Utilities
91187 Lake Country Power				2 Transactions
10824 Maney International Inc				
03-303-000-0000-6590		REPAIR PARTS	756377	Repair & Maintenance Supplies
10824 Maney International Inc				1 Transactions
3100 McGregor Oil				
03-303-000-0000-6513		DISCOUNT		Motor Fuel & Lubricants
03-303-000-0000-6513		JACOBSON DIESEL	10345	Motor Fuel & Lubricants
03-303-000-0000-6513		SWATARA DIESEL	10349	Motor Fuel & Lubricants
03-303-000-0000-6513		PALISADE DIESEL	10350	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56429	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56430	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56431	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56432	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56433	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56434	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56435	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56436	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	56439	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	59974	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	60077	Motor Fuel & Lubricants
3100 McGregor Oil				15 Transactions
3160 Mille Lacs Energy Coop-Albert Lea				
03-303-000-0000-6254		POWER: PALISADE	18-52-026-01	Utilities
03-303-000-0000-6254		169 & CSAH 3	19-23-010-01	Utilities
03-303-000-0000-6254		POWER: MCGREGOR	29-53-003-01	Utilities
03-303-000-0000-6254		POWER: AITKIN	33-52-007-02	Utilities
03-303-000-0000-6254		169 & CSAH 28	39-62-022-01	Utilities
03-303-000-0000-6254		CSAH 12	40-06-000-01	Utilities
03-303-000-0000-6254		47 & CSAH 2	54-51-104-01	Utilities
3160 Mille Lacs Energy Coop-Albert Lea				7 Transactions
8287 Mn Dept Of Labor & Industry				
03-303-000-0000-6298		PRESSURE VESSEL	ABR0165183I	Shop Maintenance
8287 Mn Dept Of Labor & Industry				1 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
8446	Northern Star Coop Service 03-303-000-0000-6297		907.18	LP: SWATARA SHOP	92838	Shop Fuel
8446	Northern Star Coop Service		907.18	1 Transactions		
90805	Temco 03-303-000-0000-6590		14.30	REPAIR PARTS	21521	Repair & Maintenance Supplies
90805	Temco		14.30	1 Transactions		
12125	Titan Machinery 03-303-000-0000-6590		245.40	REPAIR PARTS	9458767GP	Repair & Maintenance Supplies
12125	Titan Machinery		245.40	1 Transactions		
4988	Viking Industrial Center 03-303-000-0000-6298		97.38	SAFETY SUPPLIES	3109763	Shop Maintenance
4988	Viking Industrial Center		97.38	1 Transactions		
5295	Ziegler Inc 03-303-000-0000-6590		7.64	REPAIR PARTS	PC190067289	Repair & Maintenance Supplies
	03-303-000-0000-6590		68.29	REPAIR PARTS	PC190067340	Repair & Maintenance Supplies
	03-303-000-0000-6590		725.90	4' CUTTING EDGES	PC190067341	Repair & Maintenance Supplies
	03-303-000-0000-6590		382.06	REPAIR PARTS	PC190067565	Repair & Maintenance Supplies
5295	Ziegler Inc		1,183.89	4 Transactions		
303	DEPT Total:		14,633.86	R&B Highway Maintenance	23 Vendors	52 Transactions
307	DEPT			R&B Capital Infrastructure		
14492	Nolan/Jane 03-307-000-0000-6362		4,919.00	LAND R-W	PARCEL NO 1&4	Right Of Way
	03-307-000-0000-6362		4,806.00	DAMAGES	PARCEL NO 1&4	Right Of Way
14492	Nolan/Jane		9,725.00	2 Transactions		
307	DEPT Total:		9,725.00	R&B Capital Infrastructure	1 Vendors	2 Transactions
3	Fund Total:		31,677.67	Road & Bridge		67 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
400	DEPT			Public Health Department		
10185	Centurylink Communications Inc 05-400-440-0410-6250		5.24	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		5.24	1 Transactions		
1457	CPS Technology Solutions, Inc 05-400-440-0410-6300		11.26	July Printer Maintenance	373732	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		11.26	1 Transactions		
10698	Stericycle, Inc 05-400-440-0410-6231		19.26	Steri-Safe Bill	4007148575	Services/Labor/Contracts
10698	Stericycle, Inc		19.26	1 Transactions		
400	DEPT Total:		35.76	Public Health Department	3 Vendors	3 Transactions
420	DEPT			Income Maintenance		
10185	Centurylink Communications Inc 05-420-600-4800-6250		11.14	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		11.14	1 Transactions		
1457	CPS Technology Solutions, Inc 05-420-600-4800-6300		23.94	July Printer Maintenance	373732	Maintenance/Service Contracts
	05-420-640-4800-6300		35.20	July Printer Maintenance	373732	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		59.14	2 Transactions		
10698	Stericycle, Inc 05-420-600-4800-6231		40.94	Steri-Safe Bill	4007148575	Services/Labor/Contracts
10698	Stericycle, Inc		40.94	1 Transactions		
420	DEPT Total:		111.22	Income Maintenance	3 Vendors	4 Transactions
430	DEPT			Social Services		
10185	Centurylink Communications Inc 05-430-700-4800-6250		16.38	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		16.38	1 Transactions		
1457	CPS Technology Solutions, Inc 05-430-700-4800-6300		35.20	July Printer Maintenance	373732	Maintenance/Service Contracts

DKB1  
 6/22/17 3:15PM  
 5 Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
1457	CPS Technology Solutions, Inc			35.20		1 Transactions	
84172	Riverwood Healthcare Center 05-430-700-4800-6272			110.00	pre-empl physical Hawkins pank	70016043	New Employee Physical Examinations
84172	Riverwood Healthcare Center			110.00		1 Transactions	
10698	Stericycle,Inc 05-430-700-4800-6231			60.20	Steri-Safe Bill	4007148575	Services/Labor/Contracts
10698	Stericycle,Inc			60.20		1 Transactions	
430	DEPT Total:			221.78	Social Services	4 Vendors	4 Transactions
5	Fund Total:			368.76	Health & Human Services		11 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
900	DEPT			Timber Permit Bonds		
5791	Sappi 10-900-000-0000-2300		3,109.50	timber perm.bond refund R#2947	13761	Timber Permit Bonds
	10-900-000-0000-2300		1,481.08	timber perm.bond refund R#2969	13841	Timber Permit Bonds
5791	Sappi		4,590.58	2 Transactions		
14141	Wayrynen/Matt 10-900-000-0000-2300		2,950.20	timber perm.bond refund R#2538	13703	Timber Permit Bonds
14141	Wayrynen/Matt		2,950.20	1 Transactions		
900	DEPT Total:		7,540.78	Timber Permit Bonds	2 Vendors	3 Transactions
921	DEPT			Co. Development		
14496	GIS Certification Institute 10-921-000-0000-6240		285.00	3 year GIS Certification-Dan	207-2020	Dues
14496	GIS Certification Institute		285.00	1 Transactions		
921	DEPT Total:		285.00	Co. Development	1 Vendors	1 Transactions
923	DEPT			Forfeited Tax Sales		
657	Aitkin Glass Service 10-923-000-0000-6590		606.75	back glass & door glass	14265	Repair & Maintenance Supplies
657	Aitkin Glass Service		606.75	1 Transactions		
767	Buhlmann/Catherine Angela 10-923-000-0000-6208		17.43	food for Natural resources tou		Training/Education
767	Buhlmann/Catherine Angela		17.43	1 Transactions		
783	Canon Financial Services, Inc 10-923-000-0000-6405		327.05	Copier contract charge-034	17411853	Office Supplies
783	Canon Financial Services, Inc		327.05	1 Transactions		
12003	Carlson/Matt 10-923-000-0000-6820		91.25	overappraised Refund	13924	Refunds & Reimbursements
12003	Carlson/Matt		91.25	1 Transactions		
14119	John's Repair 10-923-000-0000-6590		208.50	working on grader	6/12/17	Repair & Maintenance Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
14119	John's Repair		208.50		1 Transactions	
10412	O'Reilly Auto Parts					
	10-923-000-0000-6590		115.72	Battery	1878357078	Repair & Maintenance Supplies
	10-923-000-0000-6590		42.99	Battery	1878358154	Repair & Maintenance Supplies
10412	O'Reilly Auto Parts		158.71		2 Transactions	
3810	Paulbeck's County Market					
	10-923-000-0000-6208		130.17	food for natural resources tou	9277364	Training/Education
3810	Paulbeck's County Market		130.17		1 Transactions	
5791	Sappi					
	10-923-000-0000-6820		1,497.41	overappraised refund	13841	Refunds & Reimbursements
5791	Sappi		1,497.41		1 Transactions	
9286	Stangler Logging					
	10-923-000-0000-6820		30.45	overappraised refund	13847	Refunds & Reimbursements
9286	Stangler Logging		30.45		1 Transactions	
86235	The Office Shop Inc					
	10-923-000-0000-6405		5.84	ink pad	1026512-0	Office Supplies
86235	The Office Shop Inc		5.84		1 Transactions	
12788	Timmer Implement of Aitkin					
	10-923-000-0000-6590		321.60	reinstall fan in tractor	WA02045	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin		321.60		1 Transactions	
923	DEPT Total:		3,395.16	Forfeited Tax Sales	11 Vendors	12 Transactions
926	DEPT			Law Library		
	5173 THOMSON REUTERS-WEST PUBLISHING					
	10-926-000-0000-6408		1,222.37	May Information Charges	836216494	Law Books
	10-926-000-0000-6408		699.92	May Subscription Charges	836294261	Law Books
	5173 THOMSON REUTERS-WEST PUBLISHING		1,922.29		2 Transactions	
926	DEPT Total:		1,922.29	Law Library	1 Vendors	2 Transactions
10	Fund Total:		13,143.23	Trust		18 Transactions

DKB1  
 6/22/17 3:15PM  
 12 Agency

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
932 DEPT			Schools	
393 Isd 1 Aitkin-Treasurer				
12-932-000-0000-2047		62,694.00	Remainder of 2017 1st 1/2 Tac	Taconite Production Tax
393 Isd 1 Aitkin-Treasurer		62,694.00	1 Transactions	
932 DEPT Total:		62,694.00	Schools	1 Vendors 1 Transactions
12 Fund Total:		62,694.00	Agency	1 Transactions



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT			LLCC Administration		
12710	AdventureKEEN 19-521-000-0000-6400		225.75	Field guides & Journals	62510	Commissary Items
12710	AdventureKEEN		225.75	1 Transactions		
22	Aitkin Area Chamber of Commerce 19-521-000-0000-6240		75.00	LLCC Membership dues	612	Dues/Assoc Fees
22	Aitkin Area Chamber of Commerce		75.00	1 Transactions		
85003	Aitkin County DAC 19-521-000-0000-6231		1,450.00	May Cleaning		Services, Labor, Contracts
85003	Aitkin County DAC		1,450.00	1 Transactions		
86222	Aitkin Independent Age 19-521-000-0000-6230		259.00	Advertising in Fun Guide	1081	Printing, Publ & Adv Promotion
	19-521-000-0000-6240		35.00	Newspaper subscription	1081	Dues/Assoc Fees
86222	Aitkin Independent Age		294.00	2 Transactions		
783	Canon Financial Services, Inc 19-521-000-0000-6231		106.01	Contract Charges-037	17411869	Services, Labor, Contracts
783	Canon Financial Services, Inc		106.01	1 Transactions		
13225	Graphics4Gear, LLC 19-521-000-0000-6400		164.50	Earrings for commissary	3279	Commissary Items
13225	Graphics4Gear, LLC		164.50	1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		81.90	Directors Residence	27-13-001-01	Utilities
	19-521-000-0000-6254		604.76	Energy Center	27-13-002-02	Utilities
	19-521-000-0000-6254		840.12	Dining Hall	27-13-006-01	Utilities
	19-521-000-0000-6254		647.74	North Star Lodge	27-13-007-03	Utilities
	19-521-000-0000-6254		68.44	Parking Lot	27-13-008-01	Utilities
	19-521-000-0000-6254		88.33	Staff Residence	27-13-009-01	Utilities
3160	Mille Lacs Energy Coop-Albert Lea		2,331.29	6 Transactions		
5729	National Pen Co. LLC 19-521-000-0000-6400		394.95	500 Mechanical Pencils	500447507	Commissary Items
5729	National Pen Co. LLC		394.95	1 Transactions		

DKB1  
 6/22/17 3:15PM  
 19 Long Lake Conservation C

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description		
No. Account/Formula	Accr	Amount	Service Dates	Invoice #	Account/Formula Description	On Behalf of Name
3810 Paulbeck's County Market 19-521-000-0000-6400		50.41	pop for canteen	7684653	Commissary Items	
3810 Paulbeck's County Market		50.41	1 Transactions			
4425 Shirts Plus 19-521-000-0000-6400		388.50	30 Wood cookie hats	1014	Commissary Items	
4425 Shirts Plus		388.50	1 Transactions			
521 DEPT Total:		5,480.41	LLCC Administration	10 Vendors		16 Transactions
522 DEPT			LLCC Education			
14498 Betz/Lauren 19-522-000-0000-6208		44.95	Firearm Safety Training		Training/Education	
14498 Betz/Lauren		44.95	1 Transactions			
522 DEPT Total:		44.95	LLCC Education	1 Vendors		1 Transactions
523 DEPT			LLCC Food			
4968 Upper Lakes Foods, Inc 19-523-000-0000-6418		653.00	Groceries	958532-00	Groceries-Students	
4968 Upper Lakes Foods, Inc		653.00	1 Transactions			
523 DEPT Total:		653.00	LLCC Food	1 Vendors		1 Transactions
19 Fund Total:		6,178.36	Long Lake Conservation Center			18 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
195	Aitkin Tire Shop					
	21-520-000-0000-6590		45.00	tractor tires	57033	Repair & Maintenance Supplies
	21-520-000-0000-6590		94.00	tire	57062	Repair & Maintenance Supplies
	21-520-000-0000-6590		24.00	mower tire repair	57070	Repair & Maintenance Supplies
	21-520-000-0000-6590		24.00	mower tire and repair	57079	Repair & Maintenance Supplies
	21-520-000-0000-6590		139.00	rim and tire	57079	Repair & Maintenance Supplies
195	Aitkin Tire Shop		326.00	5 Transactions		
9625	Blind Lake ATV Club					
	21-520-000-0000-6820		1,121.96	Blind Lake ATV reimbursement	4-27 to 4-30	Refunds & Reimbursements
9625	Blind Lake ATV Club		1,121.96	1 Transactions		
1829	Goble's Sewer Service Inc.					
	21-520-000-0000-6231		135.00	Aitkin-Pumping	4583	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.		135.00	1 Transactions		
3100	McGregor Oil					
	21-520-000-0000-6511		846.08	MAY GAS	AITKINLA	Gas And Oil
3100	McGregor Oil		846.08	1 Transactions		
12927	Midwest Machinery Co.					
	21-520-000-0000-6590		855.42	repair of Gator	1483970	Repair & Maintenance Supplies
12927	Midwest Machinery Co.		855.42	1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea					
	21-520-000-0000-6254		108.33	Berglund Park electricity	18-51-106-02	Utilities
3160	Mille Lacs Energy Coop-Albert Lea		108.33	1 Transactions		
3950	Public Utilities					
	21-520-000-0000-6254		159.59	Land Dept building		Utilities
	21-520-000-0000-6254		62.35	Mississippi Access		Utilities
	21-520-000-0000-6254		104.02	Shower house		Utilities
3950	Public Utilities		325.96	3 Transactions		
90805	Temco					
	21-520-000-0000-6590		263.50	repair utility trailer	21484	Repair & Maintenance Supplies
	21-520-000-0000-6590		775.90	repair trailer	21522	Repair & Maintenance Supplies

DKB1  
 6/22/17 3:15PM  
 21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
90805 Temco		1,039.40	2 Transactions		
12718 Up North Riders 21-520-000-0000-6802		419.16	Lawler ATV reimbursement	5/1-5/31/17	Trail Grants-State
12718 Up North Riders		419.16	1 Transactions		
10339 White Pine Riders 21-520-000-0000-6802		3,659.82	Solana ATV Reimbursement	4/4-5/16	Trail Grants-State
10339 White Pine Riders		3,659.82	1 Transactions		
520 DEPT Total:		8,837.13	Parks	10 Vendors	17 Transactions
21 Fund Total:		8,837.13	Parks		17 Transactions
Final Total:		314,208.76	183 Vendors	276 Transactions	

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	191,309.61	General Fund	
	3	31,677.67	Road & Bridge	
	5	368.76	Health & Human Services	
	10	13,143.23	Trust	
	12	62,694.00	Agency	
	19	6,178.36	Long Lake Conservation Center	
	21	8,837.13	Parks	
	All Funds	314,208.76	Total	Approved by, .....
				.....
				.....

2E

DKB1  
6/14/17 9:10AM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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

may Sales & Use Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
1 General Fund

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
<b>89991 Bremer Bank</b>					
1 01-040-000-0000-5517		0.39	Receipt Nbr 1359 05/03/2017		Fees For Services
2 01-040-000-0000-5517		0.39	Receipt Nbr 1360 05/15/2017		Fees For Services
3 01-040-021-0000-5840		1.22	Receipt Nbr 1203 05/30/2017		Misc Receipts
4 01-040-021-0000-5840		4.82	Receipt Nbr 1203 05/30/2017		Misc Receipts
5 01-042-000-0000-5840		0.64	Receipt Nbr 4476 05/01/2017		Misc Receipts
6 01-042-000-0000-5840		0.26	Receipt Nbr 4476 05/01/2017		Misc Receipts
7 01-042-000-0000-5840		0.13	Receipt Nbr 4476 05/01/2017		Misc Receipts
8 01-042-000-0000-5840		0.26	Receipt Nbr 4483 05/03/2017		Misc Receipts
9 01-042-000-0000-5840		0.26	Receipt Nbr 4485 05/05/2017		Misc Receipts
10 01-042-000-0000-5840		0.26	Receipt Nbr 4488 05/08/2017		Misc Receipts
11 01-042-000-0000-5840		0.13	Receipt Nbr 4493 05/09/2017		Misc Receipts
12 01-042-000-0000-5840		0.51	Receipt Nbr 4498 05/10/2017		Misc Receipts
13 01-042-000-0000-5840		0.13	Receipt Nbr 4502 05/16/2017		Misc Receipts
14 01-042-000-0000-5840		0.26	Receipt Nbr 4503 05/17/2017		Misc Receipts
15 01-042-000-0000-5840		0.26	Receipt Nbr 4504 05/19/2017		Misc Receipts
16 01-043-000-0000-5840		0.51	Receipt Nbr 1021 05/19/2017		Misc Receipts
17 01-043-000-0000-5840		0.26	Receipt Nbr 1021 05/19/2017		Misc Receipts
18 01-043-000-0000-5840		0.51	Receipt Nbr 1021 05/19/2017		Misc Receipts
19 01-043-000-0000-5840		0.51	Receipt Nbr 1021 05/19/2017		Misc Receipts
20 01-043-000-0000-5840		0.27	Receipt Nbr 1021 05/19/2017		Misc Receipts
21 01-090-000-0000-5612		2.57	Receipt Nbr 1900 05/26/2017		Drug & Forfeiture Ms387.213
22 01-090-000-0000-5840		1.29	Receipt Nbr 1891 05/04/2017		Misc Receipts
23 01-090-000-0000-5840		1.93	Receipt Nbr 1892 05/08/2017		Misc Receipts
24 01-090-000-0000-5840		1.29	Receipt Nbr 1894 05/08/2017		Misc Receipts
25 01-090-000-0000-5840		1.29	Receipt Nbr 1896 05/23/2017		Misc Receipts
26 01-090-000-0000-5840		1.93	Receipt Nbr 1897 05/26/2017		Misc Receipts
27 01-090-000-0000-5840		1.93	Receipt Nbr 1898 05/26/2017		Misc Receipts
28 01-252-252-0000-5872		49.71	Receipt Nbr 3188 05/08/2017		Phone Card Prisoner Welfare(Taxable)
29 01-252-252-0000-5872		363.82	Receipt Nbr 3206 05/26/2017		Phone Card Prisoner Welfare(Taxable)
30 01-252-252-0000-5885		1.98	Receipt Nbr 3188 05/08/2017		Commissary Sales Taxable
31 01-252-252-0000-5885		29.67	Receipt Nbr 3195 05/17/2017		Commissary Sales Taxable
32 01-252-252-0000-5885		40.03	Receipt Nbr 3205 05/26/2017		Commissary Sales Taxable
107 01-100-000-0000-6311		114.34	May Copies Sales Tax		Sales Tax
108 01-100-000-0000-6312		0.34-	May copies sales tax adjustmen		Sales Tax Adjustment
<b>89991 Bremer Bank</b>		<b>623.42</b>		<b>34 Transactions</b>	
<b>1 Fund Total:</b>		<b>623.42</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>34 Transactions</b>

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
3 Road & Bridge

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
102 8410 Bremer Bank			617.60	May Diesel Tax		Motor Fuel & Lubricants
8410 Bremer Bank			617.60		1 Transactions	
89991 Bremer Bank						
33 03-000-000-0000-5855			1.93	Receipt Nbr 980 05/12/2017		Charges- Individuals
34 03-000-000-0000-5855			7.72	Receipt Nbr 980 05/12/2017		Charges- Individuals
35 03-000-000-0000-5855			6.88	Receipt Nbr 980 05/12/2017		Charges- Individuals
36 03-000-000-0000-5855			6.88	Receipt Nbr 980 05/12/2017		Charges- Individuals
37 03-000-000-0000-5855			12.87	Receipt Nbr 980 05/12/2017		Charges- Individuals
38 03-000-000-0000-5855			1.93	Receipt Nbr 1935 05/17/2017		Charges- Individuals
39 03-000-000-0000-5855			1.93	Receipt Nbr 1936 05/18/2017		Charges- Individuals
40 03-000-000-0000-5855			1.93	Receipt Nbr 982 05/19/2017		Charges- Individuals
41 03-000-000-0000-5855			1.93	Receipt Nbr 982 05/19/2017		Charges- Individuals
42 03-000-000-0000-5855			3.44	Receipt Nbr 982 05/19/2017		Charges- Individuals
43 03-000-000-0000-5855			6.43	Receipt Nbr 982 05/19/2017		Charges- Individuals
44 03-000-000-0000-5855			0.13	Receipt Nbr 982 05/19/2017		Charges- Individuals
45 03-000-000-0000-5855			1.93	Receipt Nbr 1940 05/23/2017		Charges- Individuals
46 03-000-000-0000-5855			1.93	Receipt Nbr 1942 05/23/2017		Charges- Individuals
47 03-000-000-0000-5855			1.93	Receipt Nbr 1948 05/25/2017		Charges- Individuals
48 03-000-000-0000-5855			1.93	Receipt Nbr 1949 05/26/2017		Charges- Individuals
89991 Bremer Bank			61.72		16 Transactions	
<b>3 Fund Total:</b>			<b>679.32</b>	<b>Road &amp; Bridge</b>	<b>2 Vendors</b>	<b>17 Transactions</b>



# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
9 State

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
4580	Mn Dept Of Finance						
110	09-000-000-0000-2022			132.00	May Birth		Birth/Death Surcharges
111	09-000-000-0000-2022			244.00	May Death		Birth/Death Surcharges
112	09-000-000-0000-2024			99.00	May Childrens		St Share Of Birth Cert.- Children
113	09-000-000-0000-2031			37.50	May Torrens		Real Estate Assurance (Was 5874 And 627
114	09-000-000-0000-2036			5,922.00	May State General Fund		Recording Surcharges (Was 5871 & 6281)
115	09-000-000-0000-2036			330.00	May State Gen Fund Surcharge		Recording Surcharges (Was 5871 & 6281)
4580	Mn Dept Of Finance			6,764.50		6 Transactions	
3375	Mn Dept Of Health						
109	09-000-000-0000-2027			1,402.50	May State Well		State Well Cert Fees (Was 5097 & 6203)
3375	Mn Dept Of Health			1,402.50		1 Transactions	
<b>9 Fund Total:</b>				<b>8,167.00</b>	<b>State</b>	<b>2 Vendors</b>	<b>7 Transactions</b>

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
89991 Bremer Bank				
104 10-923-000-0000-6311		70.76	June gravel/maps sales tax	Sales Tax
89991 Bremer Bank		70.76	1 Transactions	
<b>10 Fund Total:</b>		<b>70.76</b>	<b>Trust</b>	<b>1 Vendors 1 Transactions</b>

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
11 Forest Development

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
105 11-925-000-0000-6312			0.24 June sales tax adjustment		Sales Tax Adjustment
89991 Bremer Bank			0.24	1 Transactions	
<b>11 Fund Total:</b>			0.24	<b>1 Vendors</b>	<b>1 Transactions</b>

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
19 Long Lake Conservation C

<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>
<b>89991 Bremer Bank</b>					
49	19- 521- 000- 0000- 5885		2.97	Receipt Nbr 1438 05/01/2017	Commissary Sales Taxable
50	19- 521- 000- 0000- 5885		99.31	Receipt Nbr 1448 05/09/2017	Commissary Sales Taxable
51	19- 521- 000- 0000- 5885		127.58	Receipt Nbr 1460 05/24/2017	Commissary Sales Taxable
<b>89991 Bremer Bank</b>			<b>229.86</b>	3 Transactions	
<b>19 Fund Total:</b>			<b>229.86</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors      3 Transactions</b>

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
21 Parks

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank					
52 21-520-000-0000-5510			7.72 Receipt Nbr 3053 05/01/2017		Co. Parks Campground Fees
53 21-520-000-0000-5510			2.57 Receipt Nbr 3054 05/01/2017		Co. Parks Campground Fees
54 21-520-000-0000-5510			5.15 Receipt Nbr 3054 05/01/2017		Co. Parks Campground Fees
55 21-520-000-0000-5510			3.86 Receipt Nbr 3054 05/01/2017		Co. Parks Campground Fees
56 21-520-000-0000-5510			3.86 Receipt Nbr 3054 05/01/2017		Co. Parks Campground Fees
57 21-520-000-0000-5510			2.57 Receipt Nbr 3055 05/05/2017		Co. Parks Campground Fees
58 21-520-000-0000-5510			3.86 Receipt Nbr 3056 05/05/2017		Co. Parks Campground Fees
59 21-520-000-0000-5510			10.29 Receipt Nbr 3056 05/05/2017		Co. Parks Campground Fees
60 21-520-000-0000-5510			3.86 Receipt Nbr 3057 05/08/2017		Co. Parks Campground Fees
61 21-520-000-0000-5510			7.72 Receipt Nbr 3058 05/10/2017		Co. Parks Campground Fees
62 21-520-000-0000-5510			0.96 Receipt Nbr 3063 05/12/2017		Co. Parks Campground Fees
63 21-520-000-0000-5510			1.93 Receipt Nbr 3063 05/12/2017		Co. Parks Campground Fees
64 21-520-000-0000-5510			2.89 Receipt Nbr 3063 05/12/2017		Co. Parks Campground Fees
65 21-520-000-0000-5510			2.89 Receipt Nbr 3063 05/12/2017		Co. Parks Campground Fees
66 21-520-000-0000-5510			3.86 Receipt Nbr 3063 05/12/2017		Co. Parks Campground Fees
67 21-520-000-0000-5510			1.93 Receipt Nbr 3064 05/15/2017		Co. Parks Campground Fees
68 21-520-000-0000-5510			5.15 Receipt Nbr 3065 05/15/2017		Co. Parks Campground Fees
69 21-520-000-0000-5510			0.96 Receipt Nbr 3066 05/17/2017		Co. Parks Campground Fees
70 21-520-000-0000-5510			5.15 Receipt Nbr 3067 05/17/2017		Co. Parks Campground Fees
71 21-520-000-0000-5510			3.86 Receipt Nbr 3067 05/17/2017		Co. Parks Campground Fees
72 21-520-000-0000-5510			1.93 Receipt Nbr 3071 05/18/2017		Co. Parks Campground Fees
73 21-520-000-0000-5510			3.86 Receipt Nbr 3071 05/18/2017		Co. Parks Campground Fees
74 21-520-000-0000-5510			2.57 Receipt Nbr 3071 05/18/2017		Co. Parks Campground Fees
75 21-520-000-0000-5510			1.29 Receipt Nbr 3072 05/19/2017		Co. Parks Campground Fees
76 21-520-000-0000-5510			5.15 Receipt Nbr 3073 05/19/2017		Co. Parks Campground Fees
77 21-520-000-0000-5510			5.15 Receipt Nbr 3074 05/22/2017		Co. Parks Campground Fees
78 21-520-000-0000-5510			2.89 Receipt Nbr 3075 05/22/2017		Co. Parks Campground Fees
79 21-520-000-0000-5510			3.86 Receipt Nbr 3075 05/22/2017		Co. Parks Campground Fees
80 21-520-000-0000-5510			3.86 Receipt Nbr 3075 05/22/2017		Co. Parks Campground Fees
81 21-520-000-0000-5510			2.89 Receipt Nbr 3076 05/22/2017		Co. Parks Campground Fees
82 21-520-000-0000-5510			1.93 Receipt Nbr 3076 05/22/2017		Co. Parks Campground Fees
83 21-520-000-0000-5510			20.58 Receipt Nbr 3077 05/23/2017		Co. Parks Campground Fees
84 21-520-000-0000-5510			4.42 Receipt Nbr 3077 05/23/2017		Co. Parks Campground Fees
85 21-520-000-0000-5510			19.30 Receipt Nbr 3077 05/23/2017		Co. Parks Campground Fees
86 21-520-000-0000-5510			0.51 Receipt Nbr 3077 05/23/2017		Co. Parks Campground Fees
87 21-520-000-0000-5510			0.91 Receipt Nbr 3079 05/23/2017		Co. Parks Campground Fees
88 21-520-000-0000-5510			0.24 Receipt Nbr 3079 05/23/2017		Co. Parks Campground Fees
89 21-520-000-0000-5510			18.01 Receipt Nbr 3080 05/24/2017		Co. Parks Campground Fees

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/14/17 9:10AM  
21 Parks

<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>
90	21-520-000-0000-5510		5.15	Receipt Nbr 3081 05/24/2017	Co. Parks Campground Fees
91	21-520-000-0000-5510		5.15	Receipt Nbr 3082 05/25/2017	Co. Parks Campground Fees
92	21-520-000-0000-5510		9.65	Receipt Nbr 3083 05/26/2017	Co. Parks Campground Fees
93	21-520-000-0000-5510		10.61	Receipt Nbr 3084 05/30/2017	Co. Parks Campground Fees
94	21-520-000-0000-5510		2.25-	Receipt Nbr 3084 05/30/2017	Co. Parks Campground Fees
95	21-520-000-0000-5510		6.43	Receipt Nbr 3085 05/30/2017	Co. Parks Campground Fees
96	21-520-000-0000-5510		1.29	Receipt Nbr 3085 05/30/2017	Co. Parks Campground Fees
97	21-520-000-0000-5510		2.57	Receipt Nbr 3085 05/30/2017	Co. Parks Campground Fees
98	21-520-000-0000-5510		1.29	Receipt Nbr 3085 05/30/2017	Co. Parks Campground Fees
99	21-520-000-0000-5510		1.29	Receipt Nbr 3085 05/30/2017	Co. Parks Campground Fees
100	21-520-000-0000-5510		2.57	Receipt Nbr 3086 05/31/2017	Co. Parks Campground Fees
101	21-520-000-0000-5510		3.86	Receipt Nbr 3087 05/31/2017	Co. Parks Campground Fees
103	21-520-000-0000-5510		2.57-	Camping sales tax	Co. Parks Campground Fees
106	21-520-000-0000-5510		0.43-	Camping sales tax adjustment	Co. Parks Campground Fees
<b>89991 Bremer Bank</b>			<b>225.00</b>	<b>52 Transactions</b>	
<b>21 Fund Total:</b>			<b>225.00</b>	<b>Parks</b>	<b>1 Vendors      52 Transactions</b>
<b>Final Total:</b>			<b>9,995.60</b>	<b>9 Vendors</b>	<b>115 Transactions</b>

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	1	623.42	General Fund	
	3	679.32	Road & Bridge	
	9	8,167.00	State	
	10	70.76	Trust	
	11	0.24	Forest Development	
	19	229.86	Long Lake Conservation Center	
	21	225.00	Parks	
	<b>All Funds</b>	<b>9,995.60</b>	<b>Total</b>	Approved by, .....
				.....
				.....

# Aitkin County



DKB1  
6/14/17 2:59PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Highway Dept. Contract Payment

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



# Aitkin County



DKB1  
6/14/17 2:59PM  
3 Road & Bridge

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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 Brothers Construction					
	03- 307- 000- 0000- 6262		154,511.78	Final Contract Payment	20163	Contract Payments
	7050 Anderson Brothers Construction		154,511.78	1 Transactions		
307	<b>DEPT Total:</b>		154,511.78	<b>R&amp;B Capital Infrastructure</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
3	<b>Fund Total:</b>		154,511.78	<b>Road &amp; Bridge</b>		<b>1 Transactions</b>
	<b>Final Total:</b>		154,511.78	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	154,511.78	Road & Bridge
<b>All Funds</b>		<b>154,511.78</b>	<b>Total</b>

Approved by, .....

.....

.....

26



# Aitkin County

DKB1  
6/15/17 11:44AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

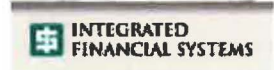
- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

## Tax Settlements

# Aitkin County

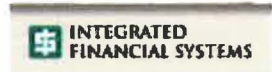
Audit List for Board AUDITOR'S VOUCHERS ENTRIES



DKB1  
6/15/17 11:44AM  
12 Agency

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
931	DEPT			Towns	
1010	City Of Aitkin				
	12- 931- 156- 0000- 2045		578,940.42	May/June Settlement	Payable To Village Of Aitkin
	12- 931- 156- 0000- 2045		312.36	Forfeited Tax Sales	Payable To Village Of Aitkin
	12- 931- 156- 0000- 2045		6,871.95	HRA	Payable To Village Of Aitkin
1010	City Of Aitkin		586,124.73	3 Transactions	
173	City Of Hill City				
	12- 931- 157- 0000- 2045		131,462.93	May/June Settlement	Payable To Village Of Hill City
	12- 931- 157- 0000- 2045		489.40	FTS	Payable To Village Of Hill City
	12- 931- 157- 0000- 2045		5,208.04	HRA	Payable To Village Of Hill City
173	City Of Hill City		137,160.37	3 Transactions	
1025	City Of McGrath- Treasurer				
	12- 931- 158- 0000- 2045		6,945.68	May/June Settlement	Payable To Village Of McGrath
1025	City Of McGrath- Treasurer		6,945.68	1 Transactions	
175	City Of McGregor				
	12- 931- 159- 0000- 2045		135,212.06	May/June Settlement	Payable To Village Of McGregor
	12- 931- 159- 0000- 2045		5,577.41	HRA	Payable To Village Of McGregor
175	City Of McGregor		140,789.47	2 Transactions	
176	City Of Palisade				
	12- 931- 160- 0000- 2045		45,382.99	May/June Settlement	Payable To Village Of Palisade
176	City Of Palisade		45,382.99	1 Transactions	
178	City Of Tamarack				
	12- 931- 161- 0000- 2045		18,892.11	May/June Settlement	Payable To Village Of Tamarack
178	City Of Tamarack		18,892.11	1 Transactions	
13110	Lake Minnewawa Lake Improvement Dist				
	12- 931- 163- 0000- 2045		18,853.31	May/June Settlement	Payable To Lake Minnewawa LID
13110	Lake Minnewawa Lake Improvement Dist		18,853.31	1 Transactions	
7000	Town Of Aitkin Treasurer				
	12- 931- 101- 0000- 2045		88,936.43	May/June Settlement	Payable To Aitkin Twp
	12- 931- 101- 0000- 2045		61.23	FTS	Payable To Aitkin Twp
7000	Town Of Aitkin Treasurer		88,997.66	2 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<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>
			<u>Paid On Bhf #</u>	
7001 Town Of Ball Bluff Treasurer				
12- 931- 102- 0000- 2045		64,613.69	May/June Settlement	Payable To Ball Bluff Twp
12- 931- 102- 0000- 2045		1,414.32	FTS	Payable To Ball Bluff Twp
7001 Town Of Ball Bluff Treasurer		66,028.01	2 Transactions	
7002 Town Of Balsam Treasurer				
12- 931- 103- 0000- 2045		4,069.09	2013 May/June Settlement	Payable To Balsam Twp
7002 Town Of Balsam Treasurer		4,069.09	1 Transactions	
7003 Town Of Beaver Treasurer				
12- 931- 104- 0000- 2045		31,024.82	May/June Settlement	Payable To Beaver Twp
12- 931- 104- 0000- 2045		1,729.41	FTS	Payable To Beaver Twp
7003 Town Of Beaver Treasurer		32,754.23	2 Transactions	
7004 Town Of Clark Treasurer				
12- 931- 105- 0000- 2045		28,681.65	May/June Settlement	Payable To Clark Twp
12- 931- 105- 0000- 2045		36.56	FTS	Payable To Clark Twp
7004 Town Of Clark Treasurer		28,718.21	2 Transactions	
7005 Town Of Cornish Treasurer				
12- 931- 106- 0000- 2045		6,234.71	May/June Settlement	Payable To Cornish Twp
12- 931- 106- 0000- 2045		2,975.06	FTS	Payable To Cornish Twp
7005 Town Of Cornish Treasurer		9,209.77	2 Transactions	
7006 Town Of Farm Island Treasurer				
12- 931- 107- 0000- 2045		142,421.32	May/June Settlement	Payable To Farm Island Twp
12- 931- 107- 0000- 2045		4.10	FTS	Payable To Farm Island Twp
12- 931- 107- 0000- 2045		60.22-	2014 TAC Paid Twice	Payable To Farm Island Twp
7006 Town Of Farm Island Treasurer		142,365.20	3 Transactions	
7007 Town Of Fleming Treasurer				
12- 931- 108- 0000- 2045		82,587.82	May/June Settlement	Payable To Fleming Twp
12- 931- 108- 0000- 2045		3,355.84	FTS	Payable To Fleming Twp
7007 Town Of Fleming Treasurer		85,943.66	2 Transactions	
7008 Town Of Glen Treasurer				
12- 931- 109- 0000- 2045		2,228.70	FTS	Payable To Glen Twp
12- 931- 109- 0000- 2045		62,660.94	May/June Settlement	Payable To Glen Twp
12- 931- 109- 0000- 2045		26.55-	2014 TAC Paid Twice	Payable To Glen Twp

# Aitkin County

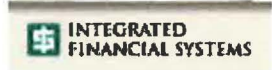


## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
<u>On Behalf of Name</u>				
7008 Town Of Glen Treasurer		64,863.09	3 Transactions	
7009 Town Of Haugen Treasurer				
12- 931- 110- 0000- 2045		31,621.74	May/June Settlement	Payable To Haugen Twp
12- 931- 110- 0000- 2045		2,002.79	FTS	Payable To Haugen Twp
7009 Town Of Haugen Treasurer		33,624.53	2 Transactions	
7010 Town Of Hazelton Treasurer				
12- 931- 111- 0000- 2045		116,507.94	May/June Settlement	Payable To Hazelton Twp
12- 931- 111- 0000- 2045		20.41	FTS	Payable To Hazelton Twp
7010 Town Of Hazelton Treasurer		116,528.35	2 Transactions	
4879 Town Of Hill Lake Clerk- Treas				
12- 931- 112- 0000- 2045		53,496.34	May/June Settlement	Payable To Hill Lake Twp
12- 931- 112- 0000- 2045		2,951.17	FTS	Payable To Hill Lake Twp
4879 Town Of Hill Lake Clerk- Treas		56,447.51	2 Transactions	
7011 Town Of Idun Treasurer				
12- 931- 113- 0000- 2045		1,965.57	FTS	Payable To Idun Twp
12- 931- 113- 0000- 2045		33,967.40	May/June Settlement	Payable To Idun Twp
7011 Town Of Idun Treasurer		35,932.97	2 Transactions	
7012 Town Of Jevne Treasurer				
12- 931- 114- 0000- 2045		58,411.18	May/June Settlement	Payable To Jevne Twp
12- 931- 114- 0000- 2045		141.84	FTS	Payable To Jevne Twp
7012 Town Of Jevne Treasurer		58,553.02	2 Transactions	
7013 Town Of Kimberly Treasurer				
12- 931- 115- 0000- 2045		1,638.99	FTS	Payable To Kimberly Twp
12- 931- 115- 0000- 2045		58,914.72	May/June Settlement	Payable To Kimberly Twp
7013 Town Of Kimberly Treasurer		60,553.71	2 Transactions	
7014 Town Of Lakeside Treasurer				
12- 931- 116- 0000- 2045		154,813.64	May/June Settlement	Payable To Lakeside Twp
12- 931- 116- 0000- 2045		419.75	FTS	Payable To Lakeside Twp
7014 Town Of Lakeside Treasurer		155,233.39	2 Transactions	
7015 Town Of Lee Treasurer				
12- 931- 117- 0000- 2045		1,708.15	FTS	Payable To Lee Twp

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<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>
			<u>Paid On Bhf #</u>	
7015 Town Of Lee Treasurer		5,926.65	May/June Settlement	Payable To Lee Twp
		7,634.80	2 Transactions	
7016 Town Of Libby Treasurer		13,923.86	May/June Settlement	Payable To Libby Twp
		1,137.66	FTS	Payable To Libby Twp
7016 Town Of Libby Treasurer		15,061.52	2 Transactions	
7017 Town Of Logan Treasurer		32,404.17	May/June Settlement	Payable To Logan Twp
		37.72	FTS	Payable To Logan Twp
7017 Town Of Logan Treasurer		32,441.89	2 Transactions	
7018 Town Of Macville Treasurer		24,124.21	May/June Settlement	Payable To Macville Twp
		3,818.73	FTS	Payable To Macville Twp
7018 Town Of Macville Treasurer		27,942.94	2 Transactions	
7019 Town Of Malmo Treasurer		766.61	FTS	Payable To Malmo Twp
		46,690.88	May/June Settlement	Payable To Malmo Twp
7019 Town Of Malmo Treasurer		47,457.49	2 Transactions	
7020 Town Of Mcgregor - Treasurer		6,221.45	May/June Settlement	Payable To Mcgregor Twp
		2.77	FTS	Payable To Mcgregor Twp
7020 Town Of Mcgregor - Treasurer		6,224.22	2 Transactions	
7021 Town Of Millward Treasurer		1,083.98	FTS 44- 22	Payable To Millward Twp
		9,071.65	May/June Settlement	Payable To Millward Twp
		258.91	FTS 45- 22	Payable To Millward Twp
7021 Town Of Millward Treasurer		10,414.54	3 Transactions	
7022 Town Of Morrison Treasurer		21,849.98	May/June Settlement	Payable To Morrison Twp
		1.27	FTS	Payable To Morrison Twp
7022 Town Of Morrison Treasurer		21,851.25	2 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
<u>On Behalf of Name</u>				
7023 Town Of Nordland Treasurer				
12- 931- 124- 0000- 2045		134,569.11	May/June Settlement	Payable To Nordland Twp
12- 931- 124- 0000- 2045		3,456.51	FTS	Payable To Nordland Twp
7023 Town Of Nordland Treasurer		138,025.62		2 Transactions
7024 Town Of Pliny Treasurer				
12- 931- 125- 0000- 2045		9,298.63	May/June Settlement	Payable To Pliny Twp
12- 931- 125- 0000- 2045		210.99	FTS	Payable To Pliny Twp
7024 Town Of Pliny Treasurer		9,509.62		2 Transactions
7025 Town Of Rice River Treasurer				
12- 931- 126- 0000- 2045		30,510.55	May/June Settlement	Payable To Rice River Twp
12- 931- 126- 0000- 2045		605.03	FTS	Payable To Rice River Twp
7025 Town Of Rice River Treasurer		31,115.58		2 Transactions
7026 Town Of Salo Treasurer				
12- 931- 127- 0000- 2045		15,336.16	May/June Settlement	Payable To Salo Twp
12- 931- 127- 0000- 2045		9,185.64	FTS	Payable To Salo Twp
12- 931- 127- 0000- 2045		0.55	Prop.Tax Overpay Settlement	Payable To Salo Twp
7026 Town Of Salo Treasurer		24,522.35		3 Transactions
7027 Town Of Seavey Treasurer				
12- 931- 128- 0000- 2045		1,999.14	FTS	Payable To Seavey Twp
12- 931- 128- 0000- 2045		16,758.30	May/June Settlement	Payable To Seavey Twp
7027 Town Of Seavey Treasurer		18,757.44		2 Transactions
7028 Town Of Shamrock Treasurer				
12- 931- 129- 0000- 2045		390,836.52	May/June Settlement	Payable To Shamrock Twp
12- 931- 129- 0000- 2045		663.02	FTS	Payable To Shamrock Twp
12- 931- 129- 0000- 2045		18,853.31	to lake minnewawa LID	Payable To Shamrock Twp
7028 Town Of Shamrock Treasurer		372,646.23		3 Transactions
7029 Town Of Spalding Treasurer				
12- 931- 130- 0000- 2045		516.03	FTS	Payable To Spalding Twp
12- 931- 130- 0000- 2045		27,120.31	May/June Settlement	Payable To Spalding Twp
7029 Town Of Spalding Treasurer		27,636.34		2 Transactions
7030 Town Of Spencer Treasurer				
12- 931- 131- 0000- 2045		49,149.24	May/June Settlement	Payable To Spencer Twp



# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
7030 Town Of Spencer Treasurer		15.85 49,165.09	Prior Year Tac	Payable To Spencer Twp
			2 Transactions	
7031 Town Of Turner Treasurer		57,782.06	May/June Settlement	Payable To Turner Twp
		320.83	FTS	Payable To Turner Twp
7031 Town Of Turner Treasurer		58,102.89		
			2 Transactions	
7032 Town Of Verdon Treasurer		12,316.05	May/June Settlement	Payable To Verdon Twp
		1,459.14	FTS	Payable To Verdon Twp
7032 Town Of Verdon Treasurer		13,775.19		
			2 Transactions	
7033 Town Of Wagner Treasurer		787.12	FTS	Payable To Wagner Twp
		46,801.13	May/June Settlement	Payable To Wagner Twp
7033 Town Of Wagner Treasurer		47,588.25		
			2 Transactions	
7034 Town Of Waukenabo Treasurer		49,829.81	May/June Settlement	Payable To Waukenabo Twp
		41.65	FTS	Payable To Waukenabo Twp
7034 Town Of Waukenabo Treasurer		49,871.46		
			2 Transactions	
7035 Town Of Wealthwood Treasurer		23,415.50	May/June Settlement	Payable To Wealthwood Twp
7035 Town Of Wealthwood Treasurer		23,415.50		
			1 Transactions	
7036 Town Of White Pine Treasurer		1,656.59	May/June Settlement	Payable To White Pine Twp
7036 Town Of White Pine Treasurer		1,656.59		
			1 Transactions	
7037 Town Of Williams Treasurer		1,841.07	FTS	Payable To Williams Twp
		20,064.94	May/June Settlement	Payable To Williams Twp
7037 Town Of Williams Treasurer		21,906.01		
			2 Transactions	
7038 Town Of Workman - Treasurer		47,194.01	May/June Settlement	Payable To Workman Twp
		1.27	FTS	Payable To Workman Twp

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
7038	Town Of Workman - Treasurer		Amount	2 Transactions	
			47,195.28		
931	DEPT Total:	3,097,889.15	Towns	47 Vendors	94 Transactions
932	DEPT		Schools		
393	Isd 1 Aitkin- Treasurer				
	12- 932- 000- 0000- 6801	25,750.00	FTS		Appropriations
	12- 932- 000- 0000- 6801	34,236.82	May/June Settlement		Appropriations
	12- 932- 000- 0000- 6801	3.62	Prop.Tax Overpay Settlement		Appropriations
	12- 932- 000- 0000- 6801	429.34	HRA		Appropriations
	12- 932- 000- 0000- 6801	21.69-	2014 TAC Paid Twice		Appropriations
393	Isd 1 Aitkin- Treasurer	60,398.09		5 Transactions	
1985	Isd 182 Crosby- Treasurer				
	12- 932- 000- 0000- 6801	0.14	May/June Settlement		Appropriations
1985	Isd 182 Crosby- Treasurer	0.14		1 Transactions	
392	Isd 2 Hill City- Treasurer				
	12- 932- 000- 0000- 6801	35,242.36	FTS		Appropriations
	12- 932- 000- 0000- 6801	16,931.54	May/June Settlement		Appropriations
	12- 932- 000- 0000- 6801	966.85	HRA		Appropriations
392	Isd 2 Hill City- Treasurer	53,140.75		3 Transactions	
1983	Isd 2165 Hinckley Finlayson- Treasurer				
	12- 932- 000- 0000- 6801	1,462.09	FTS		Appropriations
	12- 932- 000- 0000- 6801	2,130.35	May/June Settlement		Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer	3,592.44		2 Transactions	
1979	ISD 2580 East Central- Treasurer				
	12- 932- 000- 0000- 6801	324.96	May/June Settlement		Appropriations
	12- 932- 000- 0000- 6801	305.94	HRA		Appropriations
1979	ISD 2580 East Central- Treasurer	630.90		2 Transactions	
395	ISD 4 McGregor- Treasurer				
	12- 932- 000- 0000- 6801	44,244.91	May/June Settlement		Appropriations
	12- 932- 000- 0000- 6801	61,508.14	FTS		Appropriations
	12- 932- 000- 0000- 6801	750.24	HRA		Appropriations
	12- 932- 000- 0000- 6801	0.38	Prop.Tax Overpay Settlement		Appropriations

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
6/15/17 11:44AM  
12 Agency

<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>
395 ISD 4 McGregor- Treasurer		106,503.67	4 Transactions	
1982 Isd 473 Isle- Treasurer				
12- 932- 000- 0000- 6801		6,508.92	May/June Settlement	Appropriations
12- 932- 000- 0000- 6801		2,590.27	FTS	Appropriations
1982 Isd 473 Isle- Treasurer		9,099.19	2 Transactions	
1981 Isd 577 Willow River- Treasurer				
12- 932- 000- 0000- 6801		2,416.99	FTS	Appropriations
12- 932- 000- 0000- 6801		1,251.97	May/June Settlement	Appropriations
1981 Isd 577 Willow River- Treasurer		3,668.96	2 Transactions	
394 Isd 698 Floodwood- Treasurer				
12- 932- 000- 0000- 6801		247.65	May/June Settlement	Appropriations
12- 932- 000- 0000- 6801		1,898.84	FTS	Appropriations
394 Isd 698 Floodwood- Treasurer		2,146.49	2 Transactions	
1984 Isd 95 Cromwell- Wright- Treasurer				
12- 932- 000- 0000- 6801		14.67	May/June Settlement	Appropriations
1984 Isd 95 Cromwell- Wright- Treasurer		14.67	1 Transactions	
932 DEPT Total:		239,195.30	Schools	10 Vendors 24 Transactions
12 Fund Total:		3,337,084.45	Agency	118 Transactions
Final Total:		3,337,084.45	57 Vendors	118 Transactions

DKB1  
6/15/17

11:44AM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
12	3,337,084.45	Agency
All Funds	3,337,084.45	Total

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



# Board of County Commissioners Agenda Request

2H  
Agenda Item #

**Requested Meeting Date:** 6/27/2017

**Title of Item:** Set date - public hearing - Classification of Tax-Forfeit land

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Land Commissioner		<b>Department:</b> Land Department
<b>Presenter (Name and Title):</b> Mark Jacobs		<b>Estimated Time Needed:</b> 5-minutes
<b>Summary of Issue:</b> MN Statute 282.01 requires that the County Board classify County tax-forfeited lands as conservation (retain for public benefits) or non-conservation (return to the tax-base) and hold a public hearing to seek input on the decision.  The attached draft resolution sets the public hearing for 7/25/2017 at 11:00 AM at the Court House in Aitkin, MN; and has recommended classification from Land Department staff.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Set public hearing for the classification of tax-forfeited land in Aitkin County for 7/25/2017 11:00 AM at the Aitkin County Court House.		
<b>Financial Impact:</b> 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      Please Explain:		

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

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

ADOPTED June 27, 2017

By Commissioner: xx

**20170627-0xx**

**Public Hearing Set - Classification of Tax-Forfeited Lands**

**WHEREAS**, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

**WHEREAS**, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

**THEREFORE, BE IT RESOLVED**, the Aitkin County Board of Commissioners hereby sets a public hearing for July 25<sup>th</sup>, 2017 at 11:00 AM at the Aitkin County Courthouse for the classification of the following parcels of tax-forfeited lands. The proposed classification is on each legal description.

**Land Classification 2016 Forfeitures**

Pin #	Legal Desc	Sec	Twp	Rge	Proposed Classification
02-1-068900	Thoes Subdivision of Lot 8 of Bridge Park Lot 2	9	52	23	Non-conservation
02-1-070600	Thoes Subdivision of Lot 8 of Bridge Park Lot 19	9	52	23	Non-conservation
17-0-008301	2.53 acres in SW corner of SW-SE less 1.10 acs r/w	7	46	24	Non-conservation
29-1-213600	Sheshebe Point 2 <sup>nd</sup> Addition W ½ Lot 96	22	49	23	Non-conservation
32-1-073801	Big Sandy Lake Highlands 5 <sup>th</sup> Addn Lot 154 less 171 x 100 ft & less N 220 ft	34	50	23	Non-conservation
32-1-073902	Big Sandy Lake Highlands 5 <sup>th</sup> Addn 100 x 200 ft Lot 155 in Doc 225796	34	50	23	Non-conservation
35-1-092000	Enchanted Acres Outlot B	7	49	26	Non-conservation
36-1-080701	Alfreda Addition Lot 6 Blk 1 In Doc 214407	24	45	26	Non-conservation
36-1-080702	Alfreda Addition Lot 6 less part in Doc 214407	24	45	26	Non-conservation
56-0-124900	Unplatted part of SW-NW in B 124 D P 51 less part in Doc 384632	25	47	27	Non-conservation
58-1-006400	McGrath Lot 1 Blk 6	5	43	23	Non-conservation
61-1-011600	Tingdales Original Townsite of Tamarack Lot 11 Blk 2	15	48	22	Non-conservation

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

**FIVE MEMBERS PRESENT**  
**STATE OF MINNESOTA}**  
**COUNTY OF AITKIN}**

**All Members Voting Yes**

I, Jessica Seibert, 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 27th day of June 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 27th day of June 2017**

---

Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

21  
Agenda Item #

**Requested Meeting Date:** 06/27/2017

**Title of Item:** STS Donation

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Sheriff Scott Turner	<b>Department:</b> Sheriff's Office
--	--

<b>Presenter (Name and Title):</b> Sheriff Scott Turner	<b>Estimated Time Needed:</b>
--	-------------------------------

**Summary of Issue:**

The Round Lake Cemetery Association has made a generous donation of \$200 to the Aitkin County STS Program.

**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

25  
Agenda Item #

**Requested Meeting Date:** June 27, 2017

**Title of Item:** Temporary 3.2% Malt Liquor License

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Please approve the following Temporary On Sale 3.2 Malt Liquor License for July 5 through July 8, 2017 (July 5, 6, 7, & 8, 2017)  ON Sale: Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Approve the Temporary On Sale 3.2 malt liquor license		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** June 27, 2017

**Title of Item:** AEOA Rural Rides Program

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input checked="" type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Marcia Mehle and Jack Larson	<b>Estimated Time Needed:</b>
--	-------------------------------

**Summary of Issue:**

Marcia Mehle and Jack Larson will give an update to the Board on the Aitkin County Rural Rides Program.

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

**Recommended Action/Motion:**

None at this time.

**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:*



May 2, 2017

Cynthia Bennett, Director  
Aitkin County Health and Human Services  
204 1<sup>st</sup> Street NW  
Aitkin, MN 55431

Dear Ms. Bennett:

I am writing you to discuss the need for additional support from the county for the Rural Rides program. This highly successful program has been providing work related transportation assistance to residents of Aitkin County since 2015.

This program was originally funded through a federal Job Access Reverse Commute Grant (JARC) that was administered by the Minnesota Department of Transportation (MNDOT). Beginning in 2015, when JARC dollars were no longer available to the state, MNDOT began fully funding the program. Out of over two dozen JARC programs in the state only two were chosen to receive full state funding and we were privileged to be one of them

The program has two components: mobility management and direct client assistance. MNDOT has continued to fund both components with minimal contributions from the counties, but beginning in 2018 they have committed to funding only the mobility management portion. They feel that paying for vouchers and tickets is not an appropriate use of transit dollars. Approximately half of our million dollar budget goes to pay for ride vouchers used by program participants.

This program serves the seven county region of the Arrowhead. Aitkin County job seekers and low income workers have received a substantial amount of support. In 2016 we provided 59 Aitkin County residents with almost 4,000 rides at a direct voucher cost of \$58,937.23

I would like to meet with you to discuss this need and to share with you the outcomes and successes of this program. This program not only benefits the low income workers in Aitkin County, but also employers in maintaining a reliable workforce.

**RECEIVED**

**MAY 05 2017**

**Aitkin County H & HS**

702 Third Avenue South, Virginia, Minnesota 55792-2797  
(218)749-2912 (800)662-5711 FAX: (218)749-2944 TDD: (800)862-0175

Equal Opportunity Employer and Affirmative Action Agency



Thank you for your attention to this letter. I look forward to hearing from you. I can be reached at 218-748-7319 or contact my program manager, Marcia Mehle, at 218-735-6850 or [marcia.mehle@aeoa.org](mailto:marcia.mehle@aeoa.org).

Best Regards,



Paul Carlson  
Executive Director, AEOA

Cc: Jeff Kletscher, AEOA Board Chair  
Jack Larson, Transit Director

**RECEIVED**

**MAY 05 2017**

**Aitkin County H & HS**

## Sue Bingham

---

**From:** Marcia Mehle [marcia.mehle@aeoa.org]  
**Sent:** Thursday, May 25, 2017 10:01 AM  
**To:** Sue Bingham  
**Subject:** Information for county board packet June meeting  
**Attachments:** Aitkin County Rural Rides Program Data as of 03.docx; Introducing Rural Rides.docx

This message was sent securely using ZixCorp.

Here is the information that we would appreciate being included in the board packets for the June 27th meeting. Jack Larson and I will plan on attending. Thank you for your assistance. MM

Marcia Mehle

Arrowhead Transit  
Community Transportation Manager  
Virginia Work Force Center  
820 9th Street North  
Virginia MN 55792  
218-735-6850 or 218-750-3088

***"Community Action ~ Helping People ~ Changing Lives"***



AEOA is celebrating 50 Years of Service!

---

This message was secured by **ZixCorp**<sup>(R)</sup>.



## Introducing Rural Rides

### Innovative Solutions to Meet the Needs of Workers and Job Seekers

#### Who We Are

We are Transportation Advocates, also known as Mobility Managers, who are located in the area Work Force Centers and Employment Hubs.

#### Who We Serve

- Workers (most often entry level workers)
- Job Seekers
- Persons attending short term job specific training

#### How We Can Assist The "Tool Box" Approach

We provide temporary support to persons who cannot meet their work related transportation needs by providing .....

- Personalized Transportation Plans
- Trip Vouchers (public transit, taxi)
- Volunteer Drivers
- Ride Share Support (Work Buddy Project)

#### Our History

- Rural Rides began in 2008 serving St. Louis (excluding Duluth) and Lake Counties and supported approximately 13,000 rides
- We expanded to Itasca County later 2008, Cook County in 2009, Carlton County in 2013, and Koochiching County in 2015
- In 2014 we served 805 persons with 68,512 rides



Your ride.



## Rural Rides Funding Sources

- Rural Rides was initially funded in 2008 with a federal JARC (Job Access Reverse Commute) grant through MNDOT to serve low income (150% or below the poverty level) workers and job seekers
- In mid-2008 the Blandin Foundation awarded Rural Rides additional funding to expand the program into Itasca
- In 2010 the Northland Foundation awarded funding to serve more persons in our three county area and expand to Cook County
- In 2013 our JARC grant award was increased which provided expansion into Carlton County
- In 2015 MNDOT funded our request which provided for expansion into Koochiching County and possibly into Aitkin County
- Since the program's beginning we have received contributions and support from the counties we serve



Your ride.

**Aitkin County Rural Rides Program Data  
as of 03/31/17**

<b>Aitkin County Employment and Training Data</b>															
Year End 2015, 2016, and 2017 thru 3/31/17	Total Number of Clients	# of Clients Currently Employed	% of Clients Currently Employed	# of Clients Employed at Intake	% of Clients Employed at Intake	# of Clients who Became Employed	% of Clients who Became Employed	# of Clients who Improved their Employment	% of Clients who Improved their Employment	# of Clients who Maintained their Employment	% of Clients who Maintained their Employment	# Clients Conducting Job Search	% of Clients Conducting Job Search	# Clients Receiving Job Training Services	% Clients Receiving Job Training Services
<b>2015</b>	28	5	18%	5	18%	7	25%	0	0%	12	43%	24	86%	0	0%
<b>2016</b>	59	28	47%	20	34%	9	15%	7	12%	29	49%	36	61%	21	36%
<b>2017</b>	28	13	46%	13	46%	2	7%	2	7%	15	54%	12	43%	12	43%

<b>Aitkin County Homeless Data thru 03/31/17</b>					
Year	Total Number of Clients	Number of Home-less Clients	% Home-less Clients	Number Clients Found Housing	
<b>2015</b>	28	11	39%	0	0%
<b>2016</b>	59	9	15%	0	0%
<b>2017</b>	28	0	0%	0	0%

\*\*\*Program Wide 2015 Rural Rides Provided 86,126 rides to 909 clients

\*\*\*Program Wide 2016 Rural Rides Provided 83,919 rides to 1052 clients

\*\*\*Program Wide 2017 Rural Rides Provided 20,925 rides to 453 clients





# Board of County Commissioners Agenda Request

38  
Agenda Item #

**Requested Meeting Date:** June 27, 2013

**Title of Item:** Support Within Reach

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input checked="" type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Caroline Larson, Executive Director (Support Within Reach)	<b>Estimated Time Needed:</b>
--	-------------------------------

**Summary of Issue:**

Caroline Larson would like to give an update to the Board on the Support Within Reach program.

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

**Recommended Action/Motion:**

None at this time.

**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:*

## Sue Bingham

---

**From:** Caroline Larson [c.larson@supportwithinreach.onmicrosoft.com]  
**Sent:** Friday, June 09, 2017 10:54 AM  
**To:** sue.bingham@co.aitkin.mn.us  
**Subject:** Funding request from Support Within Reach  
**Attachments:** image001.jpg; SWR Aitkin County Sexual Violence Services Grant 17-18.docx; Aitkin County Attorney Letter of Support.pdf

Hi Sue,

I am the Executive Director at Support Within Reach and am forwarding a request for funding and would like to be placed on the agenda for a board meeting to introduce myself and report on the continued good work of the agency. Please let me know if you need anything further from me.

Thank you,

*Caroline Larson*

*Gender pronouns: she/her*

**Executive Director**

218-444-9524



**JAMES P. RATZ**  
AITKIN COUNTY ATTORNEY  
217 SECOND STREET N.W., ROOM 231  
AITKIN, MINNESOTA 56431

TELEPHONE (218) 927-7347  
TOLL FREE 1-888-422-7347  
FAX (218) 927-7365

SENIOR ASSISTANT COUNTY ATTORNEY  
LISA ROGGENKAMP RAKOTZ

ASSISTANT COUNTY ATTORNEYS  
SARAH WINGE  
STEPHANIE SHOOK  
NATHAN BENUSA

PARALEGALS  
MICHELE J. MOTHERWAY  
TAMMY K. MILLER

CRIME VICTIM COORDINATOR  
JESSICA L. BROWN  
TELEPHONE (218) 927-7446

April 11, 2016

Support Within Reach  
Amanda K. Ysen  
Executive Director  
403 4<sup>th</sup> Street N.W., Suite 140  
Bemidji, MN 56601

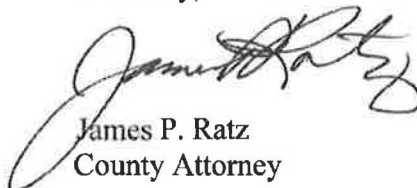
Re: Letter of Support

Dear Ms. Ysen:

The primary purpose of this letter is to express my appreciation of the critical sexual violence services Support Within Reach provides to the Aitkin County community and of the mutually beneficial partnership that has been forged between Support Within Reach and the Aitkin County Crime Victim Coordinator. This partnership has developed to provide comprehensive service to victims without duplication of efforts.

The secondary purpose of this letter is to express my support of Support Within Reach's request for funding from local civic and governmental entities in order for Support Within Reach to continue its important work and to further sexual violence awareness.

Sincerely,



James P. Ratz  
County Attorney

JPR:sls

**Support Within Reach**

**Sexual Violence Victim Services in Aitkin County – Funding Request**

**Address: 312 Minnesota Avenue, Suite 2009**

**Aitkin , MN 56431**

**Phone Number: 218-927-6226 | 1-866-747-5008**

**Business Office Address: 403 4<sup>th</sup> Street NW Suite 140, Bemidji, MN 56601**

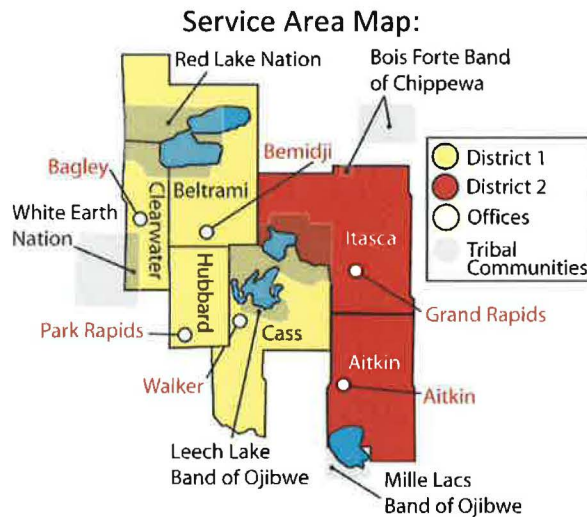
**Phone Number: 218-444-9524**

**Requested Amount: \$1,500.00**

**AGENCY OVERVIEW**

Support Within Reach (SWR) is a private, non-profit organization that was created in 1989 to serve the distinct needs of victims of sexual violence in both Itasca and Aitkin County. Our mission is to reduce the impact and harm of sexual in the communities we serve. On January 15, 2014, Support Within Reach (SWR) merged with the Sexual Assault Program of Beltrami, Cass, Clearwater and Hubbard Counties. The new organization adopted the name Support Within Reach and will continue to be a sexual violence resource and advocacy program sharing resources across the region. The newly merged organization covers a six county area including Aitkin, Beltrami, Cass, Clearwater, Hubbard, and Itasca County (see map at the bottom of this section for more information). The six county region is divided into two districts that provides service to the same service area. Each district has a headquarters (Grand Rapids and Bemidji) with the business office and administrative staff being located in Bemidji. The organization has 18 total staff which include an Executive Director that presides over the two districts, a program supervisor in each district that supervise various staff that provide programming and services. There are 4 outlying offices that are individually staffed including one in Aitkin City, Aitkin County.

SWR is governed by a volunteer board of 17 members from all across the six county service area who works to develop and set agency policy and procedure. Board members provide continuing direction for planning and operations, program evaluation, as well as related organizational activities consistent with the mission and goals of the organization. SWR's Aitkin County office has one full-time staff that assists victims. In 2016, SWR utilized a total of 5 sexual violence volunteer advocates and student interns (in the Aitkin/Itasca County area) who donated 1,546 hours for a total of \$52,915 as in-kind contribution to SWR. These volunteer advocates provide additional assistance through coverage of the after hour's crisis line and assisting in prevention and awareness efforts in the District 2 service areas.



### **AITKIN COUNTY OVERVIEW**

Support Within Reach (SWR) seeks to enhance the quality of life for those in Aitkin County through four primary programs: 1) Victim Support & Advocacy Program, 2) Volunteer Program, 3) Coordinated Community Response, and 4) Prevention Education/Awareness Program. The term sexual violence includes a number of actions that are carried out in a manner intended to groom, control, intimidate, manipulate, humiliate, harm and silence the victim. Unfortunately, sexual violence comes in many forms, including: sexual assault/rape, incest/child sexual abuse, sexual exploitation/trafficking of youth and adults, intimate partner sexual violence, date/acquaintance rape, and alcohol/drug facilitated sexual assault, sexual harassment, bullying, and stalking.

In order to address the issues of sexual violence victimization and its impact on victims' lives, SWR has developed multiple services such as: 24-hour crisis line, crisis intervention, ongoing support and encouragement, basic awareness and education, support groups, information/referral, medical advocacy and individualized civil/criminal court advocacy and assistance. Being that SWR is the sole provider of sexual violence supportive services and prevention education programming within Aitkin County, we welcome collaborative opportunities in order to build a safety net of services for the clients and the community that we serve. Through SWR's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. SWR's Prevention Education/Awareness

Program creates presentations based on the needs of the organization requesting. Typical categories of presentations are for pre-school, elementary, middle school, high school, and post-secondary school, and at risk populations such as chemical dependency, youth-at-risk, and physical disabilities.

## **COMMUNITY IMPACT**

Support Within Reach's (SWR) Support Services and Advocacy Program maintain a crisis/information line that is staffed by trained sexual assault advocates (staff and volunteers) 24 hours a day, 365 days per year. SWR staff cover the crisis line during office hours, while trained volunteer advocates attend and respond to incoming calls for assistance after hours. Specific services provided are crisis intervention, basic counseling and support; support groups, follow-up and referrals to community agencies; accompaniment to medical exams and law enforcement interviews; information and updates related to case progress in the court system; and assistance in filing protective/restraining orders. SWR works to provide information and options each step of the way in order to help clients to make informed decisions that will assist them in their healing process. For example, SWR staff are able to help victims and their family understand the complex reporting process which is very different when looking at different situations involving the age of the victim and perpetrator and the relationship between the victim and perpetrator.

SWR reaches out into the outlying areas of Aitkin County in order to reach specific populations that are vulnerable to sexual violence (assault/abuse) victimization. We provide supportive services and prevention education to residents who reside in outlying areas who have no/little means of transportation to the Aitkin area. SWR relies heavily upon our collaborators to fulfill our mission and to carry out our programming.

## **COLLABORATION**

Support Within Reach (SWR) is the sole provider of sexual violence services in Aitkin County. SWR works with organizations across Aitkin County to provide victim services and education/awareness. The organizations include:

- Aitkin County Law Enforcement Agencies – SWR works with all law enforcement agencies in Aitkin County. SWR provides referrals to law enforcement agencies, works with officers and investigators throughout the investigative process. We have found that in cases where a sexual violence advocate is involved that victims tend to stay involved and more active with the criminal justice system.
- Aitkin County Attorney's Office and Victim Assistance Program – SWR's Aitkin County Coordinator assists on cases involving criminal sexual misconduct, sexual exploitation, etc. We have found that in cases where a sexual violence advocate is involved that victims tend to stay involved and more active with the criminal justice system.

Aitkin County Sexual Violence Services

- Aitkin County Health and Human Services – SWR’s Aitkin County Coordinator assists in cases involving child abuse, parents who have current or previous sexual violence history, etc. We are able to provide ongoing support and education for families experiencing this part of the system.
- Advocates Against Domestic Abuse – approximately 75% of domestic violence victims indicate that they or their children are also victims of sexual violence. SWR works with AADA to ensure proper referrals for victims of sexual and domestic violence in Aitkin County.

SWR works closely with each of the entities above in order to coordinate services. This is done through cross referrals, working together on a case when a client authorizes it, cross training between the different organizations, establishing protocols or practices on how we as collaborating organizations will work together.

The Aitkin County area has one hospital and 3 law enforcement agencies. SWR worked on a total of 18 cases involving the criminal justice system in Aitkin County in 2016. These services range from with law enforcement reporting and accompaniment, prosecution meetings, assistance in developing a safety/risk assessment plan, assistance in filing for protection orders, and connecting with health and human services. SWR and the multi-disciplinary team continue to address barriers and reasons why victims are choosing not to report recent incidents of sexual violence.

Additionally a full time employee was not available the second half of 2016 and will be in place by the second half of 2017. Needs of CAPC, SMART Teams, and client needs are being addressed.

**Victim Support Services & Advocacy Program**

SWR provides a variety of services that provides a network of support services for victims of sexual abuse/assault and their families/loved ones. In 2016, SWR staff and volunteers provided a total of 197 service types in Aitkin County. Note 2016 reflects less than average crisis intervention due to lack of staffing or knowledge that services are free and confidential 24/7.

- SWR attended to a total of 9 new sexual violence victims (primary and secondary), with 49 ongoing client contacts, 3 unduplicated, and 31 service in 2016.
- Crisis Intervention (2 so far in 2017)
- Risk Assessment/Safety Planning (4 in 2016 and 2 so far in 2017)
- Ongoing support and case follow-up (37 – similar to 2015 and 41 so far in 2017)
- Personal Advocacy, i.e. jobs, school, etc. (13 in 2016 and 3 so far in 2017)
- Accompaniment to medical exams (0 in 2016 and 1 so far in 2017)

Aitkin County Sexual Violence Services

- Criminal Justice Support and Advocacy – this includes law enforcement, prosecution, and probation (27 in 2016 and 11 so far in 2017)
- Civil Legal Advocacy: Filing Harassment Restraining Orders and Orders for Protection, Mandated Reporting Issues, Human Services Requested Education (2 in 2016)
- Emergency Financial Assistance (0 in 2016 and 6 so far in 2017)
- After hours Crisis Calls (1 in 2016 and 1 so far in 2017)

SWR uses the following strategies to ensure access to sexual abuse/assault services:

- SWR makes sexual abuse/assault services available at our office located in Aitkin. We have a full-time staff that works in that office and 4 other staff available in Grand Rapids as needed.
- SWR provides a 24 hour crisis line that is available 365 days per year
- SWR provides outreach to outlying areas like Hill City, Jacobson, and McGregor.
- SWR mobilizes the community – our volunteers in 2016 donated 1,546 hours for a total of \$52,915 as in-kind contribution to SWR
- SWR participates in a Sexual Assault Multi-Disciplinary Action Response Team in Aitkin.
- SWR provides training to criminal justice system responders related to sexual violence and our services.

### **Prevention Education & Awareness Program**

SWR is active within the community developing and presenting customized education and awareness opportunities throughout Aitkin County that meet the needs and requests of a particular audience. Through SWR's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. In 2016, SWR provided 8 awareness events, 5 prevention programs, and 2 training programs to 135 participants in Aitkin County. Specific presentations provided are as follows:

1. Pre-school/Daycare – 4<sup>th</sup> Grade:
  - Body Safety (previously known as Good Touch/Bad Touch)
  - Respect and Boundaries
  - Bullying
2. Middle School/High School:
  - SWR services/location
  - Self-Esteem, Respect, Boundaries and Body Safety
  - Difference between Sexual Harassment & Flirting
  - Healthy/Unhealthy Relationships
  - Handling peer pressure to be sexually active



Aitkin County Sexual Violence Services

- Internet Safety/Teens & Technology
- Date/Acquaintance Rape
  
- 3. Other Presentations:
  - Developmentally Disabled
  - Youth At Risk – area group homes,
  - Professional Development for Adults – Sexual Harassment, Special topics involving sexual violence, Stalking, Medical Providers, Law Enforcement Agencies, etc.
  
- 4. Community Awareness Events:
  - Stalking Awareness Month
  - Sexual Assault Awareness Month
  - Child Abuse Awareness Month
  - Volunteer Awareness Week
  - Crime Victim’s Rights Week
  - Community Connect
  - National Night Out
  - Aitkin County Fair

**GOALS & OBJECTIVES**

**Goal 1:** Provide free and confidential services to primary and secondary victims of sexual violence (primary = the actual victim of an incident of sexual violence, secondary victim = anyone else who is impacted by sexual violence including family and friends of the primary victim).

**Objectives:**

- SWR provides a confidential 24-hour crisis line for primary/secondary victims impacted by sexual violence. SWR will continue to offer our after-hour crisis/help line to facilitate routing after-hours calls involving sexual violence to our volunteer advocates/staff.
- Provide crisis intervention and basic counseling services to children and adults. This service works to normalize feelings after traumatic events and recurring trauma that occurs overtime. SWR maintains an up-to-date therapist list of counselors who are proficient at working with victims of sexual violence in order to assist us in providing appropriate referrals.
- Assist clients in identifying/reaching their basic needs for healing and personal safety. Provide referrals to other agencies as necessary.
- Provide 24-hour advocacy and support for primary/secondary victims at law enforcement centers, First Witness Interviews, hospital emergency rooms and clinics, and criminal/civil courts matters.

**Goal 2:** Promote Services and Strengthening Relationships with other agencies and service

providers.

**Objectives:**

- SWR will publicize our crisis/help-line, along with our 800 number via newspapers, ICTV, public service announcements and brochures/literature disbursed throughout the county (monthly).
- Promote our website: [www.supportwithinreach.org](http://www.supportwithinreach.org) and engage with community members online through our agency Facebook page.
- Continue to strengthen ties and develop creative and unique ways to reach out to vulnerable populations across Aitkin County. This practice serves to create a network of supportive services for victims of sexual violence.
- SWR will continue to be a part of Aitkin County Health and Human Services meetings (ongoing).
- Continue to develop a list of locations within the community where SWR can meet privately with clients in outlying areas of the community (as needed).

**Goal 3:** Provide prevention/awareness education programming to residents of Aitkin County.

**Objectives:**

- Provide prevention education and awareness programming within schools and daycares reaching children grades preschool and k-12 and parents with the focus of awareness and safety. .
- Provide prevention education and awareness programming to youth-at-risk residing within group homes.
- Provide prevention education and awareness programming to developmentally disabled population.
- Provide presentations and training to professionals within the community (law enforcement, medical providers' educators, etc.) to support understanding of social issues which are significantly impacting children and families.
- Create at least two community awareness campaigns related to sexual violence through newspaper articles, and placing brochures/literature throughout the community.



# Board of County Commissioners Agenda Request

30  
Agenda Item #

**Requested Meeting Date:** June 27, 2013

**Title of Item:** MCIT Risk Management

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input checked="" type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

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

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Tom Suppes, MCIT Risk Management Consultant	<b>Estimated Time Needed:</b>
---	-------------------------------

**Summary of Issue:**

Tom Suppes is helping Bob Goede with the County Board reports this year. He will be reviewing the attached 2017 MCIT Report with the Board at Tuesday's meeting.

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

**Recommended Action/Motion:**

None.

**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:*



Minnesota Counties  
Intergovernmental Trust

2017  
MCIT Report to  
**Aitkin County**

MCIT's success can be attributed to its members' loyalty. MCIT has earned that loyalty by being willing to evolve to better address the changing needs and expectations of the counties.

## OF THE COUNTIES, FOR THE COUNTIES

**MCIT Mission: Providing Minnesota counties and associated members cost-effective coverage with comprehensive and quality risk management services.**

Minnesota Counties Intergovernmental Trust is a joint powers entity made up of counties and associated public entities that pool resources to provide property, casualty and workers' compensation coverage to members, along with risk management and loss control services.

The MCIT Board of Directors is elected by member counties. The board sets the strategic direction, oversees finances, provides resources to achieve the goals and ensures the efficient and effective operations of the Trust.

### Important Developments

In late 2014, the MCIT Board voted to conclude MCIT's 25 year partnership with its principle service provider, Meadowbrook Insurance Group (MIG). By 2018, underwriting and property/casualty claims administration will be the responsibility of MCIT. When this transition is complete, MCIT staff will perform all functions necessary to the program. As a result of this change, the MCIT staff will grow from 37 to nearly 50 to assume the duties previously performed by MIG.

To prepare for assuming these new functions and to update several existing software systems, MCIT is undertaking a massive software conversion. All MCIT claims, underwriting, financial, member services, risk management and loss control data will be consolidated into one fully integrated system by the end of 2017. The new system will enhance MCIT's ability to access data and respond to member inquiries, and is expected to increase efficiency and reduce operational costs. Conversion is occurring in phases during 2017 and is not expected to affect members.

## POOLING BENEFITS MCIT MEMBERS

- Specialized coverage and services to meet members' needs
- Leadership's decision making is transparent
- Member representatives make up the board of directors and are responsive to member needs
- Reduced regulatory constraints
- No profit motive
- Tax exempt
- No commissions
- Investment income is shared with members as appropriate
- More aggressive defense strategies

## MCIT MONITORS RISKS AND TAILORS COVERAGE

MCIT watches legislation, court rulings, operational changes, as well as the economic landscape and evolving role of county government.

When appropriate MCIT has modified coverage to address members' changing exposures. Recognizing the increasing exposure to counties of conducting business electronically, effective Jan. 1, 2017, MCIT replaced its data compromise expense endorsement with a comprehensive data compromise and computer attack coverage solution issued and administered by Hartford Steam Boiler (HSB).

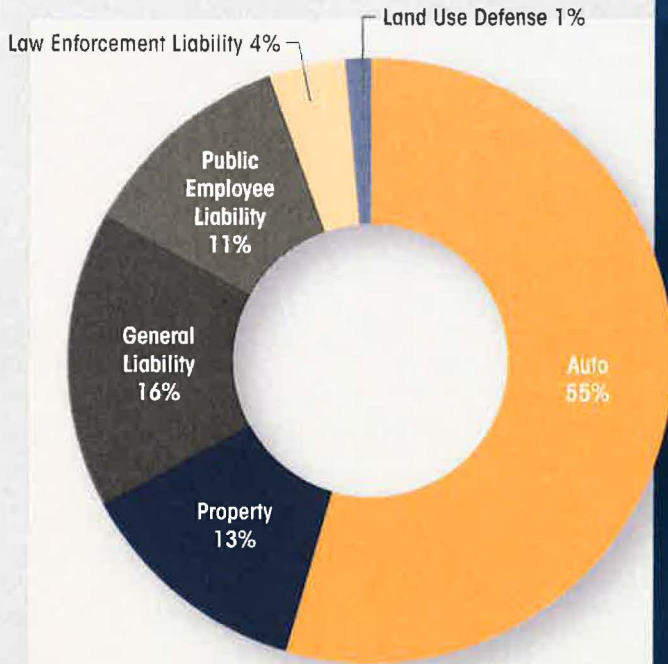
Coverage provides an annual aggregate limit of \$50,000 for each of the following coverage sections (some sublimits apply):

1. First-party data compromise response expense coverage (expense for notification, credit monitoring, legal review, outside computer experts)
2. Third-party data compromise defense and liability coverage (defense and associated liability costs arising from an individual affected by a data breach)
3. First-party computer attack coverage (hack or unauthorized access, virus or malware attack, cyber extortion or ransomware claims.)
4. Third-party network security coverage (defense and associated liability costs arising from a claim brought by a third party who alleges the members' systems security failed that resulted in damage to them)

The HSB program also offers a team of experts who are available to members in the event of a covered claim.

# PROPERTY AND CASUALTY CLAIMS

2012-2016  
MCIT PROPERTY/CASUALTY CLAIM FREQUENCY  
5 YEAR TOTAL



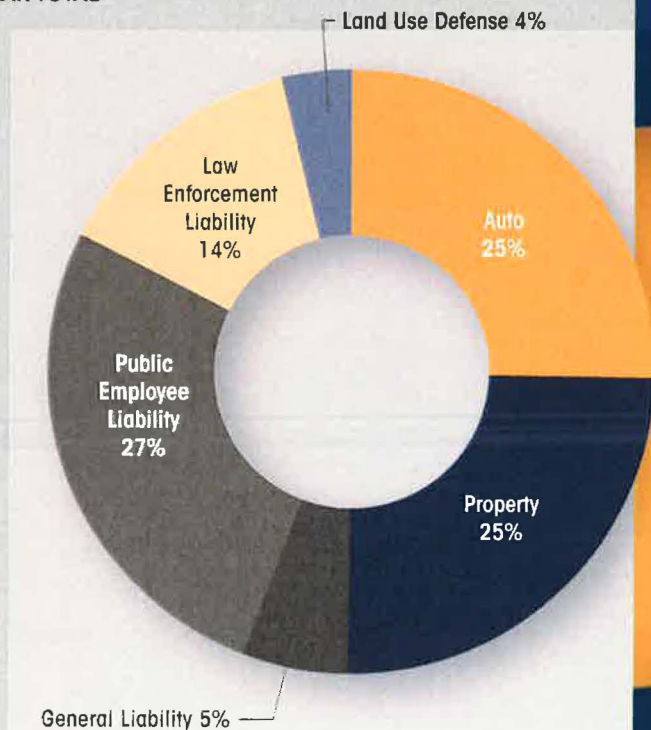
**AUTO:** This includes both physical damage and liability claims. The most frequently reported claims include high frequency but low severity claims such as broken windshields and hail damage. More expensive physical damage losses are often due to hitting animals or other vehicles. Generally less expensive liability claims include backing into another's vehicle. More costly liability claims involve a third party when the driver or passenger in another vehicle is injured or killed.

**PROPERTY/INLAND MARINE:** Typically these are large weather-related claims, such as damage from tornadoes, wind, lightning, fire and hail.

**GENERAL LIABILITY:** Many of these are slip, trip and fall accidents, and the cost is usually small for each. However, many small claims can add up to a large total dollar amount.

**PUBLIC EMPLOYEE LIABILITY, LAW ENFORCEMENT LIABILITY AND LAND USE DEFENSE:** These categories include claims related to employment (e.g., wrongful termination, discrimination, harassment), violations of the Driver's Privacy Protection Act, excessive force, inmate deaths and suicides, and land use decisions. They are typically the most expensive claims because they fall under federal laws and are not subject to state tort caps and often allow recovery of plaintiff's attorney fees.

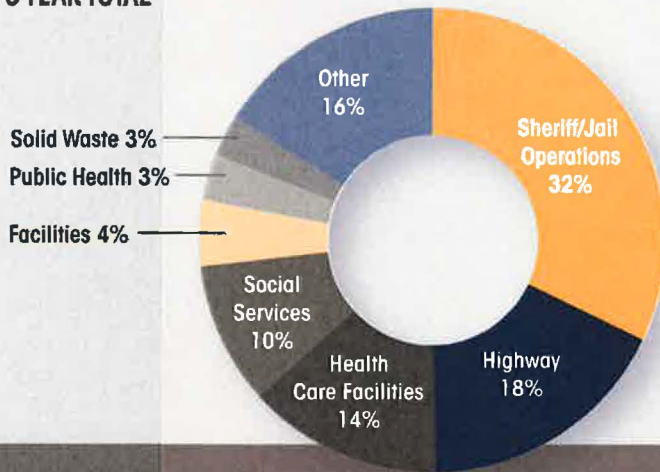
2012-2016  
MCIT PROPERTY/CASUALTY CLAIM SEVERITY  
5 YEAR TOTAL



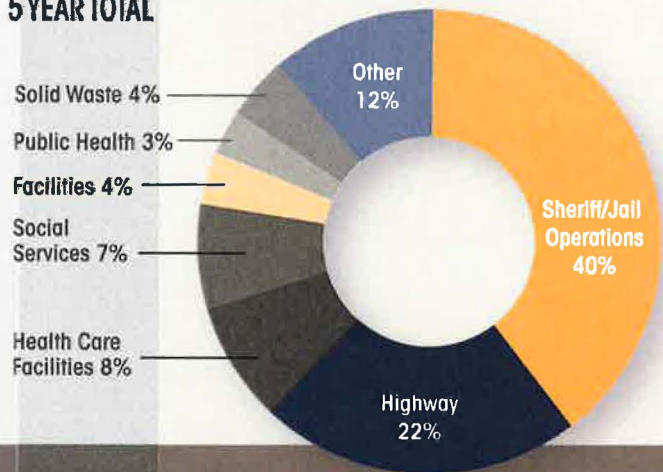
COUNTIES SHOULD BE PROUD OF THE ROLE THEY PLAYED IN FORMING MCIT IN 1979 AND THEIR CONTINUED COMMITMENT TO A PROGRAM THAT YEAR AFTER YEAR DEMONSTRATES ITS VALUE TO COUNTY OPERATIONS AND THE TAXPAYERS OF THE COUNTY.

# WORKERS' COMPENSATION CLAIMS

**2012-2016  
MCIT WORKERS' COMPENSATION CLAIM FREQUENCY  
5 YEAR TOTAL**



**2012-2016  
MCIT WORKERS' COMPENSATION CLAIM SEVERITY  
5 YEAR TOTAL**



- Slip and falls remain prevalent, particularly on water, ice and snow, both on and off member property. Totaled, this injury type accounts for the highest cost.
- The body part most frequently reported as being injured is the low back closely followed by knees.
- Law enforcement has the highest frequency of reported claims of county departments. It also was the loss leader relative to the severity (cost) of claims. Highway departments followed in second position.
- Although the sixth most frequently reported type of claim, training injuries are the second most expensive and are almost exclusively for law enforcement.
- An increased emphasis on return to work programs is having a positive effect on the cost of claims.

## EFFECTS OF WORKERS' COMPENSATION CLAIMS

The frequency and severity of work-related injuries and illnesses is used to develop each member's experience modification (mod) factor. This unique factor then becomes part of the formula to determine a member's annual workers' compensation contribution. Other factors affecting the member's contribution include amount of payroll in each employee class code and the rate for each class code. With all factors remaining the same, a mod of 1.0 does not change contribution and reflects expected claim development. A factor greater than 1.0 can increase the contribution, whereas a factor less than 1.0 can decrease contribution.

## AITKIN COUNTY WORKERS' COMPENSATION ANALYSIS

YEAR	BASE	MOD	YOUR COST	COST DIFFERENCE
2017	\$162,170	1.259	\$204,172	\$42,002
2016	\$163,857	1.374	\$225,140	\$61,283
2015	\$163,695	1.421	\$232,611	\$68,916
2014	\$169,492	1.37	\$232,204	\$62,712
2013	\$169,104	1.178	\$199,205	\$30,101

## EXPERIENCE CREATES FINANCIALLY SOUND PROGRAM

Since its creation in 1979, MCIT has grown from a fledgling organization into one of the nation's premier risk pools. The lessons learned about disciplined underwriting, aggressive claims handling, consistent and

prudent reserving strategies, and conservative investment practices have made MCIT a financially strong and fully funded member-run organization. This ensures that MCIT has the ability to pay operational expenses

and claims (both reported and incurred but not yet reported), purchase reinsurance, consider service enhancements to address member needs, and return fund balance when appropriate.

### AGGREGATE CONTRIBUTION RATES DECREASE FOR 2017

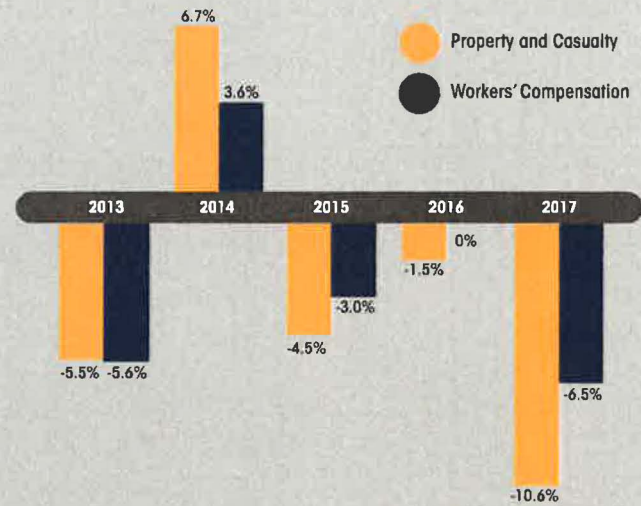
When calculating rates, MCIT's actuary must ensure that contributions are adequate to pay losses (claims) according to expected frequency and severity. The aggregate rate change for 2017 property/casualty coverage represents a 10.6 percent decrease and for workers' compensation a 6.5 percent decline.

Two major factors influenced the decision to reduce property/casualty aggregate rates for 2017. Over the past five years, auto physical damage, general liability and law enforcement liability have remained fairly stable or trended down. Even the public employees liability line of coverage has remained fairly stable, particularly when Driver's Privacy Protection Act (DPPA) violation claims are removed.

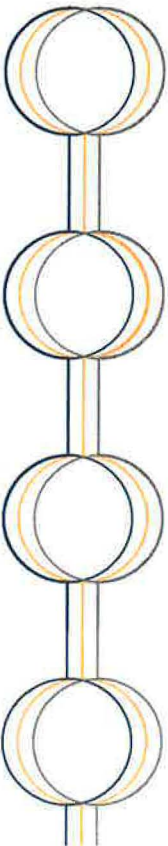
Several efforts resulted in reducing costs for workers' compensation claims in the past few years, leading to the reduction in aggregate rates for 2017. Some of the significant factors are improved return to work efforts, closure of many files, and recovery efforts using subrogation and restitution.

In years when MCIT's aggregate rates decline, an individual member's contribution may not have a corresponding decrease

### MCIT ANNUAL AGGREGATE RATE CHANGES



because of increases in the member's exposure base, such as growth in payroll, number of covered vehicles, the annual budget or workers' compensation experience modification factor.



### REINSURANCE RATES FAVORABLE FOR 2017

Reinsurance serves as a financial safety net against catastrophic losses that MCIT would otherwise be solely obligated to pay. MCIT retains a portion of the risk, essentially a deductible for catastrophic losses.

Each year, MCIT seeks bids for its property and casualty reinsurance. 2017 casualty reinsurance is placed with Munich Re and property reinsurance is through Hartford Fire. Pursuant to state law, reinsurance for workers' compensation must be obtained through the Workers' Compensation Reinsurance Association.

This year, MCIT has a small increase in casualty reinsurance—4.2 percent—due to the expectation that defense costs for remaining DPPA claims will be significant, as well as the growth in claims related to jail operations. The cost of property reinsurance decreased 14.4 percent for 2017 influenced by no major catastrophic losses in previous years.

### DIVIDEND DISCUSSION

Dividends are based on a retrospective review of a member's claim history and the performance of MCIT's investments. Investment returns fuel dividends. MCIT only issues a dividend when it is actuarially sound and fiscally prudent. Dividends are not guaranteed. Since 1991, the MCIT Board of Directors has annually returned varying amounts of fund balance to its members for a total of more than \$313 million.

#### Total Dividends: Combined MCIT Membership and Aitkin County

	MCIT Total Dividend	Aitkin County Total Dividend
2012	\$29,900,000	\$ 344,502
2013	\$19,000,000	\$ 202,484
2014	\$13,000,000	\$ 134,306
2015	\$11,400,000	\$127,574
2016	\$12,213,000	\$125,016



## MORE THAN COVERAGE: MCIT RESOURCES HELP COUNTIES MANAGE RISKS, REDUCE LOSSES

MCIT provides several services to assist members in reducing losses and mitigating risks. Most are provided as part of membership.

### CONSULTATION SERVICES

**Loss Control:** All members have an assigned loss control consultant who can assist them with written safety programs; hazard identification, such as workplace safety surveys and reports; ergonomic assessments; interpretation of OSHA standards; and employee injury data analysis. Consultants also can participate in safety committee meetings, conduct employee safety training and provide loss prevention education resources.

A fifth loss control consultant position was added in 2016. The consultant primarily concentrates on assisting members in reducing law enforcement work-related injuries and illnesses.

Recent initiatives include:

- Loss prevention best practices guides focusing on public works, solid waste management, and parks and recreation operations.
- Discussion items and resource books related to workers' compensation and employees who work off site.
- Step Wisely slip, trip and fall awareness and prevention materials.
- "Training Safety Officer Program: Guide to Reducing Injuries from Training Activities."

**Risk Management:** Each member has an assigned risk management consultant who can respond to coverage, liability and risk management concerns. They review contracts and joint powers agreements from a risk management perspective. They assist members in identifying potential risks and offer advice about how members could manage them.

Recent initiatives include:

- "2017 MCIT Coverage Review" webinar.
- Discussions with county staff about the 10 essentials of risk management.
- Webinar "I Was Supposed to Save What? The What, When and How of Litigation Holds."
- In-person training and discussion with new member primary contacts for MCIT.

Call MCIT at 1.866.547.6516 to be connected to your assigned loss control and risk management consultants.

### PATROL

(Peace Officer Accredited Training Online)

Better trained deputies lead to better decisions and better results for citizens, law enforcement agencies and county government. PATROL is Web-based training specific to Minnesota laws and safety standards. Courses provide classroom components of annual requirements and address hot topics in law enforcement, such as responding to mental health issues in the field, persuasion and de-escalation, and legislative and case law updates.

MCIT members pay a discounted yearly subscription of \$90 per person, which is just \$2.50 per course. PATROL is a joint effort of MCIT, the Minnesota Sheriffs' Association, Minnesota Chiefs of Police Association and League of Minnesota Cities Insurance Trust. Contact Kristen LeRoy with PATROL at 651.281.1268 or patrol@lmc.org for details.

### 2017 MCIT Member Participation\*

- |                     |                     |                    |
|---------------------|---------------------|--------------------|
| • Beltrami County   | • Jackson County    | • Renville County  |
| • Benton County     | • Kanabec County    | • Scott County     |
| • Big Stone County  | • Kittson County    | • Sherburne County |
| • Brown County      | • Lake County       | • Sibley County    |
| • Carlton County    | • Lincoln County    | • Stearns County   |
| • Carver County     | • Lyon County       | • Steele County    |
| • Cass County       | • Marshall County   | • Stevens County   |
| • Chisago County    | • Martin County     | • Todd County      |
| • Clearwater County | • Mille Lacs County | • Traverse County  |
| • Cook County       | • Morrison County   | • Wabasha County   |
| • Crow Wing County  | • Nobles County     | • Waseca County    |
| • Dodge County      | • Norman County     | • Wilkin County    |
| • Fillmore County   | • Pine County       | • Wright County    |
| • Goodhue County    | • Polk County       |                    |
| • Hubbard County    | • Redwood County    |                    |
| • Isanti County     |                     |                    |

\*As of March 13, 2017

## EMPLOYEE ASSISTANCE PROGRAM

The Employee Assistance Program offers access to professional counselors for MCIT officials, department heads, member employees and their dependents who seek advice about personal issues or work-related concerns that may affect their ability to do their jobs. The program is voluntary, confidential and delivered in a clinical setting or by phone. The service is provided as part of membership.

### Programwide in 2016:

- 90 percent of users reported that as a direct result of EAP services, they were able to do better at work.
- 16 people reported that the EAP gave them an alternative to filing a grievance or lawsuit.

Introduced as a risk management tool to help reduce employment-related claims, history shows this is accomplished when member utilization is 4 percent. Members

can access services by calling 1.800.550.MCIT (6248).

### No-cost, On-site Training Program Coming in 2017

Once again, MCIT has partnered with its Employee Assistance Program provider, Sand Creek, to develop training for county members to be delivered on-site throughout 2017. This program is in response to member requests for more training related to ideas presented in the 2014-2016 Resilience Training program. Like the previous program, "Resilience II" includes a module for all employees and one for supervisors. Both modules focus on providing practical strategies for building resilience, the ability to bounce back from adversity.

To schedule this training, members should contact Sand Creek at 1.800.550.6248 or [info@sandcreekeap.com](mailto:info@sandcreekeap.com).

## AITKIN COUNTY'S EAP PARTICIPATION LEVELS

• 2015: 5.81 percent • 2016: 2.36 percent

## BALANCING LEADERSHIP AND RISK WHILE SERVING THE PUBLIC: NEXT STEPS IN COUNTY GOVERNMENT FOR NEW COMMISSIONERS

Sept. 6, MCIT Building, St. Paul

By September, new commissioners will have eight months of service under their belts and will have encountered issues and circumstances that may have left them with even more questions than they had when they first took office. Co-sponsored with the Association of Minnesota Counties, this seminar is specifically developed for elected officials to enhance their knowledge and skills to serve the public while complying with laws and managing various risks. The seminar uses scenarios and work groups, giving participants the opportunity to practice applying techniques to the real world of county government. More information about this event will be provided later in the year at [MCIT.org](http://MCIT.org).

## DEFENSIVE DRIVING TRAINING

Auto-related claims continue to be the most frequently reported loss. Training drivers to be safe does more than protect a member's fleet from physical damage; it also helps prevent injuries to employees and citizens. Training is available online or on site. Contact MCIT at 1.866.547.6516 or [info@mcit.org](mailto:info@mcit.org) for details.

### 2015-2016 MCIT Member Participation

- |                     |                      |                     |                     |
|---------------------|----------------------|---------------------|---------------------|
| • Aitkin County     | • Douglas County     | • Le Sueur County   | • Sherburne County  |
| • Big Stone County  | • Fillmore County    | • McLeod County     | • Sibley County     |
| • Blue Earth County | • Goodhue County     | • Nicollet County   | • Swift County      |
| • Carlton County    | • Houston County     | • Norman County     | • Wabasha County    |
| • Cass County       | • Isanti County      | • Otter Tail County | • Wadena County     |
| • Chisago County    | • Itasca County      | • Redwood County    | • Washington County |
| • Clay County       | • Jackson County     | • Rice County       | • Winona County     |
| • Cook County       | • Koochiching County | • Scott County      | • Wright County     |

## ADDITIONAL RESOURCES

- Statewide training seminars
- Member-specific training sessions presented on-site
- MCIT website: [MCIT.org](http://MCIT.org)
- MCIT Bulletin newsletter
- Video library: Borrow at no cost
- Webinars
- Minnesota Safety Council membership

## HOW MEMBERS REDUCE COSTS

Each member's efforts to manage risks and control losses help contribute to poolwide rate stability. Dedication to risk management at all levels within a member organization is key to containing costs. Commissioners are encouraged to:

- Support initiatives to improve safety, including the safety committee, and return to work programs.
- Participate in risk management training.
- Recommend training and education for all employees.
- Learn how coverage may apply before making final decisions.
- Have a risk management review of contracts before signing or approving them.
- Promote safety at all levels.





# Aitkin County Board of Commissioners Agenda Request Form

4

Agenda Item #

**Requested Meeting Date:** June 27, 2017

**Title of Item:** Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested by:</b> 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 Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 <sup>st</sup> Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Pratt
Aitkin County CARE Board			Westerlund
Aitkin County Community Corrections Advisory			Wedel and Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> 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 <sup>rd</sup> Thursday	Niemi
ATV Committee	As needed		Pratt and Marcotte
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Thursday	Pratt, Alt. Marcotte
Development Achievement Center	Monthly	3 <sup>rd</sup> Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi
Economic Development	Monthly	1 <sup>st</sup> Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Pratt
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Pratt and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 <sup>st</sup> Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 <sup>rd</sup> Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 <sup>rd</sup> Friday	Marcotte
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Niemi
Sobriety Court	Monthly	3 <sup>rd</sup> Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** June 27, 2017

**Title of Item:** County Administrator Performance Evaluation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	---	--

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b>
---	-------------------------------

**Summary of Issue:**

Pursuant to MN Statute 13D.05 Subd. 3 (a), Performance Evaluation of County Administrator, this portion of the Board meeting will be closed to the public.

**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: