

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS August 13, 2019 – BOARD AGENDA

## Aitkin Public Library

- 9:00 1) Anne Marcotte, County Board Chair
- A) Call to Order
  - B) Pledge of Allegiance
  - C) Board of Commissioners Meeting Procedure
  - D) Approval of Agenda
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File July 23, 2019 to August 12, 2019
  - B) Approve July 23, 2019 County Board Minutes
  - C) Approve Electronic Funds Transfers
  - D) Approve 7-26-19 Commissioner Warrants
  - E) Approve 8-9-19 Commissioner Warrants
  - F) Approve Auditor Warrants – Period One Tax Overpays
  - G) Approve Auditor Warrants - Contegrity
  - H) Approve Manual Warrants
  - I) Adopt Resolution: LG214 Premises Permit – Tamarack Sno-Flyers
  - J) Adopt Resolution: LG220 Application for Exempt Permit – The Ruffed Grouse
  - K) Adopt Resolution: LG220 Application for Exempt Permit – Lawler Area Community Club
  - L) Adopt Resolution: Large Assembly License – White Pine Logging
  - M) Adopt Resolution: Frontier Communications Convert Annual Leases to Perpetual Easement
  - N) Adopt Resolution: Aitkin Airport Expansion – Runway Protection Zone
  - O) Amended Recycling Agreement
  - P) Adopt Resolution: Award Contract No. 20196
- 9:02 3) Bobbie Danielson, Human Resources Director
- A) Approve Personnel Committee Recommendation
    - 1. Office Assistant II (new FT)
- 9:10 4) Heidi Lenk, Undersheriff
- A) Approve 2019 Squad Purchases

- 9:15 5) Jessica Seibert, County Administrator**  
**A) Approve New Aitkin County Logo**  
**B) Proposed 2020 Appropriations & Dues Discussion**  
**C) Proposed 2020 General Government Budget Presentation**
- 10:00 6) Dan Guida, Sheriff**  
**A) Proposed 2020 Sheriff's Budget Presentation**
- 10:30 7) Rich Courtemanche, Land Commissioner**  
**A) Proposed 2020 Land Department Budget**
- 10:50 Break**
- 11:00 8) Ross Wagner, Economic Development & Forest Industry Coordinator**  
**A) Approve Community Partner Broadband Grant**
- 11:15 9) John Welle, County Engineer**  
**A) CSAH 25 Project Update**  
**B) Adopt Resolution: CSAH 3 Project-Authorize Eminent Domain**
- 11:40 10) Jessica Seibert, County Administrator**  
**A) County Administrator Updates**
- 11:50 11) Committee Updates**
- 12:20 Adjourn**



# Aitkin County Board of Commissioners Agenda Request Form

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Agenda Item #

**Requested Meeting Date:** August 13, 2019  
**Title of Item:** Committee Reports

<input checked="" type="checkbox"/> <b>REGULAR AGENDA</b>	<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	Monthly	3 <sup>rd</sup> Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	Monthly	3 <sup>rd</sup> Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 <sup>rd</sup> Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 <sup>rd</sup> Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 <sup>rd</sup> Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 <sup>st</sup> Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> or 4 <sup>th</sup> Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi, Alt. Pratt
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	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 <sup>th</sup> Monday	Pratt and Land Cmr Courtemanche
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	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 <sup>rd</sup> Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 <sup>th</sup> Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2 <sup>nd</sup> Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Pratt and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 <sup>th</sup> Thursday	Marcotte, Alt. Sheriff
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	2 <sup>nd</sup> Tuesday	Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Pratt
Sobriety Court	Bi-Monthly	3 <sup>rd</sup> Thursday	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

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of July, 2019 at 9:00 a.m., at the Aitkin Public Library, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

**CALL TO ORDER**

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the July 23, 2019 agenda.

**APPROVED AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
July 23, 2019**

**HEALTH &  
HUMAN  
SERVICES  
BOARD**

**Attendance**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of July, 2019, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Child Social Services Supervisor Jessica Schultz, Accounting Supervisor Carli Goble, Sheriff Dan Guida, Assistant to the County Administrator Sue Bingham, H&HS Executive Assistant Shawn Speed, and Guests: Janet Watson/WRAP Coordinator, Maggie Rothstein/CHS Administrator, and Lynn Mizner/Aitkin Independent Age.

**Agenda**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the July 23, 2019 Health & Human Services Board agenda as presented.

**Minutes**

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve the June 25, 2019 Health and Human Services Board minutes.

**Bills**

Carli noted that there was only one major change to the bills this month and that was the cost for a client in the Residential Treatment Center in Annandale for \$26,136.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the bills.

**Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director**

Legislative changes that were made this last session are still in process continuing to have the details worked out on how they will be implemented.

No new information on how exactly everything will be rolled out.

A state and county Committee was formed on the Substance Use Disorder (SUD) reform that was enacted this last session to determine how assessments will be conducted, who will be authorized to conduct assessments and how counties will be paying for or billed for those comprehensive assessments that will be done for those individuals who need that CD assessment piece done.



Commissioner Marcotte inquired what the difference was between the comprehensive assessments compared to the original rule 25 assessment and requested an update in this area next month to better clarify the changes with the assessment itself and any other updates related to the SUD reform that is known at that time.

Cynthia noted it is fairly certain we will save some dollars in this area in the coming years but how much is yet unknown.

Hot news topics included the resignation of the DHS Commissioner, Tony Lourey, two of his deputy directors who in turn rescinded their resignations and the resignation of the DHS chief of staff. The new acting Commissioner of DHS is Pam Wheelock.

### **Community Health Board, Maggie Rothstein**

Maggie talked about the Community Health Assessment that was conducted by each county last year and where they are at with that.

- Aitkin Counties top areas were mental health and drug abuse
- We will be putting more efforts into addressing those issues over the next five years.
- Goal is for the plan to be owned by Public Health and the community.

Commissioner Marcotte asked how they were getting the information out to the communities.

- The information has been sent to the stake holders and they disseminate the information out to the communities.

Cynthia added that historically Public Health has not taken a deep dive in addressing community mental health issues as that has been a Social Services based program area.

- Directors in our region are beginning to look at how Social Services and Public Health can work better together to address this area?
- A public health model approach incorporating prevention will work well in regards to mental health.
- The Directors in the NE region are looking at how Local Public Health Association (LPHA) and the MN Association of County Social Service Administrators MACSSA can bridge that gap. There was continuity across the state on the community health assessments identifying mental health as a priority issue. So let's step up and find out how can we work better together across state departments, associations, and county departments?

### **Introduction of Janet Watson, WRAP Coordinator, Jessi Schultz**

Janet handed out a copy of the WRAP brochure that she gives out to families.

- She has seven families that she is currently working with.
- Has been learning a lot, expects to take a year before she is completely comfortable.

### **Financial Report, Carli Goble**

Carli gave the Commissioners a handout and went through the following with the Commissioners.

- June 2019 fund balance numbers show a large decrease, this is due to our levy revenues not yet posted.
- Foster Care expenses are projected to be about the same as 2018.
- Fund balance also looks like it has dropped but that is again because money has not yet been posted to the accounts.

- Out-of-home placement costs are down \$55,000 but she anticipates us to end up right around where we were last year.
- Regional Treatment Center costs are down \$15,000 compared to the same time frame last year.
- We have no clients in the Anoka RTC however we do have a monthly payment of \$500 for a client that is deceased that has a balance of \$280,867 on it to them.

The Commissioners inquired as to whether this has a chance of ever being forgiven and the answer was there is always hope, but probably not.

- We currently have four clients in the MN Sex Offender Program at a cost of \$24,021 for this quarter.
- We have two clients at St. Peter at a cost of \$53,636 for this quarter.
- Lastly we have one client at the Annandale RTC at a cost of \$23,232 for the quarter.

Commissioner Marcotte inquired whether or not health insurance paid any of this and Cynthia's response was that once people drop down below the hospital level of care health insurance would not cover them as they do not need that type and level of care. The responsibility for payment then falls down to the county and if there is no step down facility to discharge these individuals to then they remain in the RTC's until they are able to be released or a bed becomes available in a step down facility.

- Carli continued by saying our total budget numbers should be at 50% and we are currently coming in at 46%, and that revenues are at 27% and that is due to the revenues we receive in July have not yet posted.

## Committee Reports

### AEOA Update

Commissioner Westerlund briefed the Board that AEOA did not meet but a group of people met at the Birchstreet Center to discuss Nutritional Needs of Rural Older Adults in Aitkin County and there was a lot of people in attendance to discuss the topic.

- The purpose was to help older people eat healthier and to get new sites to host more senior dining opportunities.

### CJI Update

Jessi Schultz noted that HOPE presented about their Supervised Visit program they are working on at the old Remnica House.

Updated their state committee members.

Commissioner Marcotte inquired as to where we currently held supervised visitations and Jessi responded that we often do them in the HHS building, but it usually depends on what works best for all involved.

### Lakes & Pines Update

Commissioner Niemi noted that they were presented with the 2019 Community Action Agencies Annual Report which had the following information in it.

- In 2019, within Lakes & Pine's service area, 6,188 children, 18,218 people, and 7,722 families with low incomes received services to help them become more self-sufficient.
- 47% of people served fell below the federal poverty standard.
- The poverty rate for Aitkin County is 11%.

- Through their Headstart program 218 children received immunizations, medical, and dental care that would not have gotten them if it were not for Headstart.
- 549 parents/caregivers were given parenting and family functional skills.
- 525 volunteers donated 15,266 hours to various programs.
- Commissioner Niemi left the report with Jessica Siebert to be scanned and sent out to those who wish to look at it more.

Commissioner Marcotte noted that in the news HHS staff were highlighted talking about county burial costs going up and would like to hear more about this at the next Board meeting.

- Cynthia will bring the information back to the Commissioners at the next meeting for review.

Lastly Commissioner Marcotte asked about HHS's involvement with the US Census and whether or not the Tribal Nations will be included in that. Per a story she heard on the radio relating that deaths of Indian women due to abuse are not accounted for and she would like to know how this population is accounted for.

- Cynthia reported that this is a great question. American Indians have dual citizenship, however, how they are or are not included in the Census process is unclear. Erin Melz attended a meeting with the Census Bureau and will be the lead in this area. We will have her look further into this and report back.

The meeting was adjourned at 9:58 a.m.

Next Meeting – August 27, 2019

Break: 9:58 a.m. to 10:10 a.m.

Dan Haglin, resident of Wagner Township voiced his concerns with the Board over the possibility of a motorcycle track being built and operated in Wagner Township.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: July 9, 2019 to July 22, 2019; B) Approve County Board Minutes: July 9, 2019; C) Approve Electronic Funds Transfers: \$687,580.93; D) Approve Commissioner Warrants: General Fund \$76,810.57, Road & Bridge \$114,107.03, Health & Human Services \$11,953.60, State \$5,905.00, Trust \$8,625.16, Forest Development \$5,104.35, Agency \$62,694.00, Debt Service \$168,907.51, Parks \$8,949.98 for a total of \$463,057.20; E) Approve Disbursements and Auditor Warrants – 1. June Manual Warrants: General Fund \$11,087.76, Road & Bridge \$178,497.21, Health & Human Services \$2,461.98, State \$167,955.01, Trust \$62.95, Taxes & Penalties \$880.69, Long Lake Conservation Center \$1,490.56, Parks \$262.50 for a total of \$362,698.66, and 2. June Sales & Use Tax: General Fund \$501.14, Road & Bridge \$1,129.23, Trust \$14.80, Long Lake Conservation Center \$145.92, Parks \$285.71 for a total of \$2,076.80; F) Approve Purchase of 5<sup>th</sup> Wheel Trailer – Land Dept.; G) Approve Updated Guidelines & Procedures for MN Government Data Practices Act; H) Adopt Resolution: Award Contract No. 20195

**HHS BOARD  
ADJOURNS**

**BREAK**

**CITIZEN'S  
PUBLIC  
COMMENT**

**CONSENT  
AGENDA**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to authorize sale of two fifth wheel trailers, 1992 Tomko and 2002 24' Beavertail, and to approve purchase of PJ LD 30' Gooseneck Equipment Trailer as presented, for \$11,022, through State of MN Trailer Contract Pricing.

**APPROVE  
PURCHASE OF  
TRAILER – LAND  
DEPT.**

Under the consent agenda, motion for a resolution by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Award Contract No. 20195:

**WHEREAS**, Contract No. 20195 is for construction of S.P 001-070-005, and

**RESOLUTION  
20190723-056  
AWARD  
CONTRACT  
NO. 20195**

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, June 24, 2019 with a total of three bids received, and

**WHEREAS**, Traffic Marking Services, Maple Lake, MN was the lowest responsible bidder in the amount of \$145,023.55.

**THEREFORE, BE IT RESOLVED**, that Traffic Marking Services is awarded Contract No. 20195.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Lori Grams, Treasurer reviewed the 2019 June Investment Report with the Board.

**INVESTMENT  
REPORT**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve purchase of a VOIP phone system from Loeffler for \$123,382.60, along with new SIP access lines at a cost of \$966.00 per month with a one time installation fee of \$1,500.00, to approve purchase from Marco of new switches needed for connectivity at a cost of \$60,590.70, and to authorize signatures.

**IT PURCHASES:  
VOIP &  
SWITCHES**

Jessica Seibert, County Administrator updated the Board on the following:

- Emergency Management Tabletop Exercise
- Public Information Officer Training
- MACA Technical Day – St. Cloud
- Upcoming National System Administrator Day

**COUNTY  
ADMINISTRATOR  
UPDATES**

The Board discussed: NE MN APT, BSLMP, Public Mtg. in Palisade, County Fair, Association of Townships, Snake River Watershed, Horse Barn Ribbon Cutting Ceremony, CARE Financial, CARE Board, P&Z, Social Security/DAC, and EDA.

**BOARD  
DISCUSSION**

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adjourn the meeting at 11:08 a.m. until Tuesday, August 13, 2019 at the Aitkin Public Library.

**ADJOURN**

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Anne Marcotte, Board Chair  
Aitkin County Board of Commissioners

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Jessica Seibert, County Administrator



# Board of County Commissioners Agenda Request

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Agenda Item #

**Requested Meeting Date:** 8/13/2019

**Title of Item:** Electronic funds transfers

<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*

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

<b>Submitted by:</b> Lori Grams	<b>Department:</b> County Treasurer
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<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b>
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**Summary of Issue:**  
Electronic funds transfers thru 8/5/19

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

**Recommended Action/Motion:**  
Approve.

**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:*

## ELECTRONIC FUNDS TRANSFERS

Thru August 5, 2019

Date	Amount	Reason
7/17/19	\$936.55	Manual Abstract
7/18/19	\$2,076.80	Auditor Warrant
7/19/19	\$2,277.54	Auditor Warrant
7/19/19	\$559,510.76	Payroll Abstract
7/19/19	\$30.00	Manual Abstract
7/23/19	\$7,930.80	Commissioner Warrants
7/24/19	2065.33	Manual Abstract
7/25/19	\$3,547.12	Manual Abstract
7/26/19	\$1,652.66	Auditor Warrant
7/26/19	\$39,870.78	Commissioner Warrants
7/31/19	\$47.39	Manual Abstract
8/2/19	\$5,564.98	Auditor Warrant
8/2/19	\$543,663.32	Payroll Abstract
8/5/19	\$3,971.99	Auditor Warrant

\$1,173,146.02

LAH1  
7/22/19 3:26PM

# Aitkin County

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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**

LAH1  
7/22/19 3:26PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	DEPT		Commissioners			
86222	Aitkin Independent Age		Synopsis 6/11/19	708030	Printing, Publishing & Adv	N
	01-001-000-0000-6230	78.75				
86222	Aitkin Independent Age	78.75				
			1 Transactions			
6097	Verizon Wireless		Wedel cell phone	28628780200001	Telephone	N
	01-001-000-0000-6250	32.04				
	01-001-000-0000-6250	35.01	Marcotte Mifi	78666388100002	Telephone	N
6097	Verizon Wireless	67.05				
			2 Transactions			
1	<b>DEPT Total:</b>	145.80	<b>Commissioners</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
12	DEPT		Court Administration			
11634	Gammello & Pearson PLLC		01- PR- 19- 8	69231	Attorney Services	Y
	01-012-000-0000-6232	142.50				
	01-012-000-0000-6232	30.00	01- JV- 19- 185	69233	Attorney Services	Y
	01-012-000-0000-6232	1,527.12	01- PR- 19- 520	69234	Attorney Services	Y
11634	Gammello & Pearson PLLC	1,699.62				
			3 Transactions			
14906	Jones Law Office		01- PR- 17- 186	1937466	Attorney Services	N
	01-012-000-0000-6232	22.50				
14906	Jones Law Office	22.50				
			1 Transactions			
12	<b>DEPT Total:</b>	1,722.12	<b>Court Administration</b>	<b>2 Vendors</b>	<b>4 Transactions</b>	
40	DEPT		Auditor			
8175	Centurylink		Local calls July	314154028	License Center- Phone	N
	01-040-021-0000-6250	64.50				
8175	Centurylink	64.50				
			1 Transactions			
86235	The Office Shop Inc		Office supplies	305962-0	Office & Computer Supplies	N
	01-040-021-0000-6405	13.66				
86235	The Office Shop Inc	13.66				
			1 Transactions			
40	<b>DEPT Total:</b>	78.16	<b>Auditor</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
42	DEPT		Treasurer			
4173	Grams/Lori					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
7/22/19 3:26PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
01-042-000-0000-6340		6.88	Lunch	Meals (Overnight)	N
01-042-000-0000-6405		11.21	Batteries	Office & Computer Supplies	N
01-042-000-0000-6330		37.35	Mileage MACATFO	Transportation & Travel	N
4173 Grams/Lori		55.44	3 Transactions		
10290 Safe Restoration					
01-042-000-0000-6231		354.00	Repair safe, install key pad	Services, Labor, Contracts	Y
10290 Safe Restoration		354.00	1 Transactions		
15268 Serfling/Kathleen					
01-042-000-0000-5840		5.00	Overpayment	Misc Receipts	N
15268 Serfling/Kathleen		5.00	1 Transactions		
86235 The Office Shop Inc					
01-042-000-0000-6405		62.42	Staples, cover	Office & Computer Supplies	N
01-042-000-0000-6405		132.50	ACC Cover LTR	Office & Computer Supplies	N
86235 The Office Shop Inc		194.92	2 Transactions		
14330 US Bank					
01-042-000-0000-6231		117.53	Ricoh Copier contract	Services, Labor, Contracts	N
14330 US Bank		117.53	1 Transactions		
42 DEPT Total:		726.89	Treasurer	5 Vendors	8 Transactions
43 DEPT			Assessor		
15206 Balder/Maurice					
01-043-000-0000-6208		75.00	Ethics Course reg fee	Training/Education	N
15206 Balder/Maurice		75.00	1 Transactions		
4641 Holiday Credit Office					
01-043-000-0000-6511		340.86	Gas charges	Gas And Oil	N
4641 Holiday Credit Office		340.86	1 Transactions		
13934 Tire Barn					
01-043-000-0000-6511		36.89	Oil change 07 Jeep Liberty	Gas And Oil	N
13934 Tire Barn		36.89	1 Transactions		
6097 Verizon Wireless					
01-043-000-0000-6250		153.07	Monthly cell phone	Telephone	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
7/22/19 3:26PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
6097 Verizon Wireless		153.07	1 Transactions		
<b>43 DEPT Total:</b>		<b>605.82</b>	<b>Assessor</b>	<b>4 Vendors</b>	<b>4 Transactions</b>
<b>44 DEPT</b>			Central Services		
8175 Centurylink					
01- 044- 046- 0000- 6250		1,790.88	Courthouse long distance July	313645966	Misc Unchargeable Telephone Charge N
<b>8175 Centurylink</b>		<b>1,790.88</b>	<b>1 Transactions</b>		
10185 Centurylink Communications Inc					
01- 044- 000- 0000- 6250		2.06	Central Service Phone	320295974	Telephone N
<b>10185 Centurylink Communications Inc</b>		<b>2.06</b>	<b>1 Transactions</b>		
4641 Holiday Credit Office					
01- 044- 000- 0000- 6231		40.34	Admin gas charges	1400000135194	Services, Labor, Contracts N
<b>4641 Holiday Credit Office</b>		<b>40.34</b>	<b>1 Transactions</b>		
13722 Neo Funds by Neopost					
01- 044- 048- 0000- 6205		3,500.00	Postage	79000440801866	Postage N
<b>13722 Neo Funds by Neopost</b>		<b>3,500.00</b>	<b>1 Transactions</b>		
3336 Office Of MN. IT Services					
01- 044- 000- 0000- 6231		1,300.00	June 2019	DV19060376	Services, Labor, Contracts N
<b>3336 Office Of MN. IT Services</b>		<b>1,300.00</b>	<b>1 Transactions</b>		
<b>44 DEPT Total:</b>		<b>6,633.28</b>	<b>Central Services</b>	<b>5 Vendors</b>	<b>5 Transactions</b>
<b>45 DEPT</b>			Motor Pool		
170 Aitkin Motor Company					
01- 045- 000- 0000- 6302		48.73	Oil change #65	23934	Car Maintenance N
01- 045- 000- 0000- 6302		45.76	Oil change #38	23958	Car Maintenance N
<b>170 Aitkin Motor Company</b>		<b>94.49</b>	<b>2 Transactions</b>		
<b>45 DEPT Total:</b>		<b>94.49</b>	<b>Motor Pool</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>49 DEPT</b>			Information Technologies		
10452 AT&T Mobility					
01- 049- 000- 0000- 6231		38.75	Data plan	287279507473	Programming, Services, Contracts N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10452 AT&T Mobility					
	38.75		1 Transactions		
5398 CDW Government, Inc					
01- 049- 000- 0000- 6402	1,546.24	Microsoft Office Pro	SXQ9011	Computer Supplies & Software	N
5398 CDW Government, Inc	1,546.24		1 Transactions		
88880 Datacomm Computers & Networks Inc					
01- 049- 000- 0000- 6402	932.00	Max's workstation	11913	Computer Supplies & Software	N
88880 Datacomm Computers & Networks Inc	932.00		1 Transactions		
3195 MCCC, BIN#135033					
01- 049- 000- 0000- 6208	280.00	Lynda.com 1 year license	1907002	Training/Education	N
3195 MCCC, BIN#135033	280.00		1 Transactions		
6097 Verizon Wireless					
01- 049- 000- 0000- 6231	35.01	May broadband	9833149528	Programming, Services, Contracts	N
6097 Verizon Wireless	35.01		1 Transactions		
<b>49 DEPT Total:</b>	<b>2,832.00</b>	<b>Information Technologies</b>	<b>5 Vendors</b>	<b>5 Transactions</b>	
52 DEPT		Administration			
4641 Holiday Credit Office					
01- 052- 000- 0000- 6511	41.60	Admin gas charges	1400000135194	Gas And Oil	N
4641 Holiday Credit Office	41.60		1 Transactions		
86235 The Office Shop Inc					
01- 052- 000- 0000- 6405	85.50	Non- marking casters	1065654- 0	Office & Computer Supplies	N
86235 The Office Shop Inc	85.50		1 Transactions		
<b>52 DEPT Total:</b>	<b>127.10</b>	<b>Administration</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
53 DEPT		Human Resources			
86222 Aitkin Independent Age					
01- 053- 000- 0000- 6230	60.00	Help wanted ad	701719	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	72.00	Help wanted ad	703596	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	54.00	Help wanted ad	705236	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	19.00	Help wanted ad	706967	Printing, Publishing & Adv	N

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Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
86222 Aitkin Independent Age		205.00				
4641 Holiday Credit Office						
01- 053- 000- 0000- 6511		19.46	Admin gas charges	1400000135194	Gas & Oil	N
4641 Holiday Credit Office		19.46		1 Transactions		
86235 The Office Shop Inc						
01- 053- 000- 0000- 6405		42.75	Non- marking casters	1065654- 0	Office & Computer Supplies	N
86235 The Office Shop Inc		42.75		1 Transactions		
53 DEPT Total:		267.21	Human Resources	3 Vendors	6 Transactions	
90 DEPT			Attorney			
10185 Centurylink Communications Inc						
01- 090- 000- 0000- 6250		1.04	Atty phone	320295974	Telephone	N
10185 Centurylink Communications Inc		1.04		1 Transactions		
966 Chisago County Sheriff's Office						
01- 090- 000- 0000- 6234		60.00	Subpoena 01cr19219	19- 000846	Co Sheriff Services	N
966 Chisago County Sheriff's Office		60.00		1 Transactions		
1180 Crow Wing Co Sheriff's Office						
01- 090- 000- 0000- 6234		75.00	Subpoena 01cr18789	7307	Co Sheriff Services	N
1180 Crow Wing Co Sheriff's Office		75.00		1 Transactions		
10855 Culligan						
01- 090- 000- 0000- 6213		29.60	Monthly water	150x01058502	Drug & Forfeiture Ms387.213	N
10855 Culligan		29.60		1 Transactions		
2140 Hennepin County Sheriff's Office						
01- 090- 000- 0000- 6234		80.00	Subpoena 01cr18969	83708	Co Sheriff Services	N
01- 090- 000- 0000- 6234		80.00	Subpoena 01cr18969	83709	Co Sheriff Services	N
01- 090- 000- 0000- 6234		80.00	Subpoena 01cr18969	83710	Co Sheriff Services	N
2140 Hennepin County Sheriff's Office		240.00		3 Transactions		
9489 Redwood Toxicology Laboratory, Inc						
01- 090- 000- 0000- 6213		87.76	Testing for pretrial defendant	12289120196	Drug & Forfeiture Ms387.213	6
9489 Redwood Toxicology Laboratory, Inc		87.76		1 Transactions		

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11176	Schiferl/Natalie		Trial school mileage	83@.58	Training/Education	N
	01-090-000-0000-6208	48.14				
11176	Schiferl/Natalie			1 Transactions		
10879	Shred-It		Onsite regular service	8127582549	Services, Labor, Contracts	N
	01-090-000-0000-6231	184.58				
10879	Shred-It			1 Transactions		
86235	The Office Shop Inc		Office supplies	1065619-0	Office & Computer Supplies	N
	01-090-000-0000-6405	3.49				
	01-090-000-0000-6405	7.89	Stapler	1065619-1	Office & Computer Supplies	N
86235	The Office Shop Inc			2 Transactions		
5173	Thomson Reuters- West Publishing		West information charges	840528022	Computer Research	N
	01-090-000-0000-6239	1,477.46				
5173	Thomson Reuters- West Publishing			1 Transactions		
10930	Tidholm Productions		Business cards Perpich	0684 8281	Office & Computer Supplies	Y
	01-090-000-0000-6405	79.95				
	01-090-000-0000-6405	79.95	Business cards Motherway	0685 8280	Office & Computer Supplies	Y
10930	Tidholm Productions			2 Transactions		
90	DEPT Total:	2,374.86	Attorney	11 Vendors	15 Transactions	
100	DEPT		Recorder			
13724	Minnesota Continuing Legal Education		2019 Real Estate Institute	INV996396	Registration Fee	N
	01-100-000-0000-6241	400.00				
13724	Minnesota Continuing Legal Education			1 Transactions		
86235	The Office Shop Inc		Office supplies	1064908-0	Office & Computer Supplies	N
	01-100-000-0000-6405	36.12				
	01-100-000-0000-6405	12.01	Office supplies	1065107-1	Office & Computer Supplies	N
86235	The Office Shop Inc			2 Transactions		
100	DEPT Total:	448.13	Recorder	2 Vendors	3 Transactions	
110	DEPT		Courthouse Maintenance			
1754	Garrison Disposal Company, Inc					

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1754	Garrison Disposal Company, Inc		713.20	July billing	104302	Garbage	N
			713.20				
2340	Hyytinen Hardware Hank						
	01- 110- 000- 0000- 6422		27.44	Tools	1526367	Janitorial Supplies	N
2340	Hyytinen Hardware Hank		27.44				
10698	Stericycle,Inc						
	01- 110- 000- 0000- 6255		30.10	Steri- Safe	4008724010	Garbage	6
				08/01/2019	08/31/2019		
10698	Stericycle,Inc		30.10				
110	DEPT Total:		770.74	Courthouse Maintenance	3 Vendors	3 Transactions	
120	DEPT			Service Officer			
10452	AT&T Mobility						
	01- 120- 000- 0000- 6250		72.08	Cell phone	287270539560	Telephone	N
10452	AT&T Mobility		72.08				
10185	Centurylink Communications Inc						
	01- 120- 000- 0000- 6250		17.37	Veterans phone	320295974	Telephone	N
10185	Centurylink Communications Inc		17.37				
4641	Holiday Credit Office						
	01- 120- 000- 0000- 6511		154.10	Vet's van gas charges	1400000136034	Gas And Oil	N
4641	Holiday Credit Office		154.10				
2448	Janzen/Carroll Mark						
	01- 120- 000- 0000- 6350		50.00	Drive vet van Mpls	6/12/19	Per Diem	Y
2448	Janzen/Carroll Mark		50.00				
10234	Miller/Conrad						
	01- 120- 000- 0000- 6350		50.00	Drive Vet Van Mpls	6/28/19	Per Diem	Y
10234	Miller/Conrad		50.00				
10677	Olsen/Gerald D						
	01- 120- 000- 0000- 6350		50.00	Drive vet van St Cloud	6/27/19	Per Diem	Y
10677	Olsen/Gerald D		50.00				

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LAH1  
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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11362	Roscoe/Bernie					
	01- 120- 000- 0000- 6350		50.00	Drive vet van St Cloud	6/13/19	Per Diem Y
	01- 120- 000- 0000- 6350		50.00	Drive vet van St Cloud	6/3/19	Per Diem Y
11362	Roscoe/Bernie		100.00	2 Transactions		
4669	Sterling Solutions, Inc					
	01- 120- 000- 0000- 6300		750.00	VIMS Maint Areement	02036- 055	Maintenance- Service Contracts N
4669	Sterling Solutions, Inc		750.00	1 Transactions		
15126	Timinski/Matt					
	01- 120- 000- 0000- 6350		50.00	Drive vet van St Cloud	6- 17- 19	Per Diem N
15126	Timinski/Matt		50.00	1 Transactions		
13934	Tire Barn					
	01- 120- 000- 0000- 6302		113.75	AC Quick Charge, cabin filter	48639	Car Maintenance N
13934	Tire Barn		113.75	1 Transactions		
6097	Verizon Wireless					
	01- 120- 000- 0000- 6250		13.75	Vet Van Cell Phone	88069036400001	Telephone N
6097	Verizon Wireless		13.75	1 Transactions		
11970	Wikelius/Charles					
	01- 120- 000- 0000- 6350		50.00	Drive vet van Mpls	6/4/19	Per Diem Y
11970	Wikelius/Charles		50.00	1 Transactions		
120	DEPT Total:		1,471.05	Service Officer	12 Vendors	13 Transactions
121	DEPT			Housing & Redevelopment		
11113	Anderson/Edward					
	01- 121- 000- 0000- 6350		105.00	HRA Meetings	4/24,5/29,6/26	Per Diem Y
11113	Anderson/Edward		105.00	1 Transactions		
15266	Emanuel/Laura					
	01- 121- 000- 0000- 6350		105.00	HRA meetings	4/24,5/29,6/26	Per Diem N
15266	Emanuel/Laura		105.00	1 Transactions		
15271	Kullhem/JoLynn					
	01- 121- 000- 0000- 6350		70.00	HRA Meetings	5/29,6/26	Per Diem N



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
15271 Kullhem/JoLynn		70.00	1 Transactions		
10017 Tveit/Galen					
01- 121- 000- 0000- 6350		105.00	HRA Meetings	4/24,5/29,6/26	Per Diem Y
10017 Tveit/Galen		105.00	1 Transactions		
11355 Williams/Ihleen E					
01- 121- 000- 0000- 6350		105.00	HRA Meetings	4/24,5/29,6/26	Per Diem Y
11355 Williams/Ihleen E		105.00	1 Transactions		
121 DEPT Total:		490.00	Housing & Redevelopment	5 Vendors	5 Transactions
122 DEPT			Planning & Zoning		
14320 Benson/Lin					
01- 122- 000- 0000- 6350		20.00	BOA Onsites		Per Diem Y
01- 122- 038- 0000- 6330		128.76	BOA Mileage	222@.58	Boa/Pc Mileage N
01- 122- 000- 0000- 6350		50.00	BOA Meeting	7/3/19	Per Diem Y
14320 Benson/Lin		198.76	3 Transactions		
5398 CDW Government, Inc					
01- 122- 000- 0000- 6405		1,159.68	Microsoft Office Pro	SXQ9011	Office, Computer, Film, & Field Suppl N
5398 CDW Government, Inc		1,159.68	1 Transactions		
4641 Holiday Credit Office					
01- 122- 000- 0000- 6511		91.62	P&Z gas charges	1400000135321	Gas And Oil N
4641 Holiday Credit Office		91.62	1 Transactions		
15269 Jennings/Kevin					
01- 122- 000- 0000- 6820		150.00	Refund App 2019- 004779		Refunds & Reimbursements N
15269 Jennings/Kevin		150.00	1 Transactions		
15270 Kramarczuk/Adrian					
01- 122- 000- 0000- 6820		150.00	Refund App 2019- 004627		Refunds & Reimbursements N
15270 Kramarczuk/Adrian		150.00	1 Transactions		
13339 Marsh/Marcus					
01- 122- 038- 0000- 6330		5.80	BOA Mileage	10@.58	Boa/Pc Mileage N
01- 122- 000- 0000- 6350		50.00	BOA Meeting	7/3/19	Per Diem N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13339 Marsh/Marcus					
		2 Transactions			
5516 Paquette/Jeremy M					
01-122-000-0000-6350	20.00	BOA Onsites		Per Diem	Y
01-122-038-0000-6330	111.36	BOA Mileage	192@.58	Boa/Pc Mileage	N
01-122-000-0000-6350	50.00	BOA Meeting	7/3/19	Per Diem	Y
5516 Paquette/Jeremy M	181.36	3 Transactions			
15243 Prom/John					
01-122-000-0000-6820	100.00	Refund App2019-004583		Refunds & Reimbursements	N
15243 Prom/John	100.00	1 Transactions			
4010 Rasley Oil Company					
01-122-000-0000-6511	18.78	Fuel charges	AITCOZOS	Gas And Oil	N
4010 Rasley Oil Company	18.78	1 Transactions			
9263 Skaj Landscaping & Home Maintenance,lr					
01-122-000-0000-6231	500.00	Holes for soils class	2019-035	Services, Labor, Contracts, Programm	Y
9263 Skaj Landscaping & Home Maintenance,lr	500.00	1 Transactions			
10028 Spiel/Edward					
01-122-000-0000-6350	30.00	BOA Onsites		Per Diem	Y
01-122-038-0000-6330	98.60	BOA Mileage	170@.58	Boa/Pc Mileage	N
01-122-000-0000-6350	50.00	BOA Meeting	7/3/19	Per Diem	Y
10028 Spiel/Edward	178.60	3 Transactions			
122 DEPT Total:	2,784.60	Planning & Zoning	11 Vendors	18 Transactions	
123 DEPT		Coroner			
4507 Sorensen Root Thompson Funeral Home					
01-123-000-0000-6330	5,550.00	Ramsey County transports	thru 06/30/19	Transportation For Autoposy	N
4507 Sorensen Root Thompson Funeral Home	5,550.00	1 Transactions			
123 DEPT Total:	5,550.00	Coroner	1 Vendors	1 Transactions	
200 DEPT		Enforcement			
86022 Aitkin Co Health & Human Service					
01-200-003-0000-6241	60.00	Public Info Officer reg Guida	04/11/19	Registration Fee	N

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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
86022	Aitkin Co Health & Human Service		120.00	public info officer reg Lenk	07/11/19	Registration Fee	N
				2 Transactions			
11960	ASAP Towing						
	01- 200- 000- 0000- 6359		146.25	19- 1850 forf	6920	Wrecker Service	N
	01- 200- 000- 0000- 6359		183.75	19- 1829 evidence	6962	Wrecker Service	N
11960	ASAP Towing		330.00				
				2 Transactions			
12445	Brandl Chevrolet, Buick GMC						
	01- 200- 000- 0000- 6302		379.83	LF wheel bearing assembly 207	317462	Car Maintenance	N
	01- 200- 000- 0000- 6302		1,285.54	oil change, wheel bearing #222	317763	Car Maintenance	N
12445	Brandl Chevrolet, Buick GMC		1,665.37				
				2 Transactions			
783	Canon Financial Services, Inc						
	01- 200- 000- 0000- 6231		181.45	admin copier lease	20249541	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc		181.45				
				1 Transactions			
10185	Centurylink Communications Inc						
	01- 200- 000- 0000- 6250		8.73	Sheriff phone	320295974	Telephone	N
10185	Centurylink Communications Inc		8.73				
				1 Transactions			
11975	CITY OF ST PAUL						
	01- 200- 003- 0000- 6241		710.00	#212 EVOc instructor course	IN35718	Registration Fee	N
11975	CITY OF ST PAUL		710.00				
				1 Transactions			
13717	CovertTrack Group, Inc.						
	01- 200- 000- 0000- 6231		1,200.00	annual renewal 2 devices	13772	Services & Labor (Incl Contracts)	N
13717	CovertTrack Group, Inc.		1,200.00				
				1 Transactions			
1777	Grand Rapids Veterinary Clinic						
	01- 200- 019- 0000- 6231		409.66	Loki annual exam, vacc	282594	Services, Labor, Contracts	Y
1777	Grand Rapids Veterinary Clinic		409.66				
				1 Transactions			
4641	Holiday Credit Office						
	01- 200- 000- 0000- 6511		73.27	#221 gas	1400000288942	Gas And Oil	N
4641	Holiday Credit Office		73.27				
				1 Transactions			
2340	Hyytinen Hardware Hank						
	01- 200- 000- 0000- 6625		159.99	dehumidifier evidence room	1524149	Office Equipment	N

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1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2340 Hyytinen Hardware Hank		159.99		1 Transactions		
10412 O'Reilly Auto Parts						
01- 200- 000- 0000- 6302		36.47	#211 wiper blades	1878- 429306	Car Maintenance	N
10412 O'Reilly Auto Parts		36.47		1 Transactions		
4681 Streichers						
01- 200- 000- 0000- 6610		3,225.50	vests, carriers	11375652	Equipment & Radios	N
4681 Streichers		3,225.50		1 Transactions		
13934 Tire Barn						
01- 200- 000- 0000- 6302		73.49	tire - STS	20008	Car Maintenance	N
01- 200- 000- 0000- 6302		501.04	front brakes #219	48247	Car Maintenance	N
01- 200- 000- 0000- 6302		180.05	mount 4 tires, oil change #209	48406	Car Maintenance	N
01- 200- 000- 0000- 6302		44.05	oil change #212	48542	Car Maintenance	N
01- 200- 000- 0000- 6302		25.00	tire repair #211	48673	Car Maintenance	N
13934 Tire Barn		823.63		5 Transactions		
6097 Verizon Wireless						
01- 200- 000- 0000- 6250		111.80	Sheriff	78666388100002	Telephone	N
6097 Verizon Wireless		111.80		1 Transactions		
9642 WEX BANK						
01- 200- 000- 0000- 6511		5,810.30	deputy gas	60311549	Gas And Oil	N
9642 WEX BANK		5,810.30		1 Transactions		
11638 Winter/Travis						
01- 200- 000- 0000- 6511		21.00	Gas at Malmo Market		Gas And Oil	N
11638 Winter/Travis		21.00		1 Transactions		
200 DEPT Total:		14,887.17	Enforcement	16 Vendors	23 Transactions	
202 DEPT			Boat & Water			
6049 Farm Island Repair & Marine						
01- 202- 000- 0000- 6302		83.36	prop repair	66877	B&W Maintenance	N
6049 Farm Island Repair & Marine		83.36		1 Transactions		
13934 Tire Barn						
01- 202- 000- 0000- 6302		39.00	tire repair	48303	B&W Maintenance	N

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>
13934 Tire Barn		39.00			
			1 Transactions		
9642 WEX BANK					
01- 202- 000- 0000- 6511		1,045.83	B&W gas	60311549	Gas And Oil
9642 WEX BANK		1,045.83			
			1 Transactions		N
202 DEPT Total:		1,168.19	Boat & Water	3 Vendors	3 Transactions
206 DEPT			Forfeitures		
12445 Brandl Chevrolet, Buick GMC					
01- 206- 000- 0000- 6409		32.82	keys BBE156 19- 0188	104415	Forfeiture Supplies
12445 Brandl Chevrolet, Buick GMC		32.82			
			1 Transactions		N
206 DEPT Total:		32.82	Forfeitures	1 Vendors	1 Transactions
252 DEPT			Corrections		
5658 Amerigas					
01- 252- 000- 0000- 6254		139.00	propane tank rental	804342982	Utilities & Heating
5658 Amerigas		139.00			
			1 Transactions		N
788 Bureau of Crim. Apprehension					
01- 252- 000- 0000- 6231		390.00	quarterly CJDN access fee	551827	Services & Labor (Incl Contracts)
788 Bureau of Crim. Apprehension		390.00			
			1 Transactions		N
5398 CDW Government, Inc					
01- 252- 000- 0000- 6405		1,546.24	Microsoft Office Pro	SXQ9011	Office & Computer Supplies
5398 CDW Government, Inc		1,546.24			
			1 Transactions		N
10185 Centurylink Communications Inc					
01- 252- 000- 0000- 6250		8.73	Sheriff phone	320295974	Telephone
10185 Centurylink Communications Inc		8.73			
			1 Transactions		N
163 Charter Communications					
01- 252- 252- 0000- 6405		190.61	inmate cable	6081062819	Prisoner Welfare
163 Charter Communications		190.61			
			1 Transactions		N
5583 Crawford Supply Company					
01- 252- 252- 0000- 6405		91.20	commissary supplies	1164164	Prisoner Welfare
					N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
5583 Crawford Supply Company		91.20				
			1 Transactions			
2340 Hyytinen Hardware Hank						
01- 252- 000- 0000- 6590		19.11	hardware, cover weather xduy	1526369	Repair & Maintenance Supplies	N
01- 252- 000- 0000- 6590		10.33	dryer repair items	1526495	Repair & Maintenance Supplies	N
2340 Hyytinen Hardware Hank		29.44				
			2 Transactions			
5503 Keefe Supply Company						
01- 252- 252- 0000- 6405		564.08	commissary supplies	1164133	Prisoner Welfare	N
5503 Keefe Supply Company		564.08				
			1 Transactions			
12777 Lammers Appliance Repair						
01- 252- 000- 0000- 6231		527.00	laundry, frig, dryer, A/C serv	2803	Services & Labor (Incl Contracts)	Y
12777 Lammers Appliance Repair		527.00				
			1 Transactions			
3160 Mille Lacs Energy Coop- Albert Lea						
01- 252- 000- 0000- 6254		338.17	shelter/tower	07/29/19	Utilities & Heating	N
3160 Mille Lacs Energy Coop- Albert Lea		338.17				
			1 Transactions			
3789 Pan- O- Gold Baking Company						
01- 252- 000- 0000- 6418		119.66	groceries	10002419183001	Groceries	N
01- 252- 000- 0000- 6418		160.80	groceries	10002419192024	Groceries	N
01- 252- 000- 0000- 6418		9.00	return groceries	10002419192025	Groceries	N
3789 Pan- O- Gold Baking Company		271.46				
			3 Transactions			
4010 Rasley Oil Company						
01- 252- 000- 0000- 6330		98.30	inmate transports	June 30	Prisoner Transportation & Travel	N
4010 Rasley Oil Company		98.30				
			1 Transactions			
9295 Reinhart Foodservice						
01- 252- 000- 0000- 6418		73.39	groceries	765818	Groceries	Y
01- 252- 000- 0000- 6418		123.05	groceries	769847	Groceries	Y
01- 252- 000- 0000- 6418		2,696.78	groceries	786636	Groceries	Y
01- 252- 000- 0000- 6418		2,870.96	groceries	788309	Groceries	Y
9295 Reinhart Foodservice		5,764.18				
			4 Transactions			
9499 Reliance Telephone Systems, Inc						
01- 252- 252- 0000- 6406		900.00	phone cards	D- 22500	Phone Card Prisoner Welfare	N

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No. Account/Formula	Accr	Amount	Service Dates	Invoice #	Account/Formula Descripti
				Paid On Bhf #	On Behalf of Name
9499 Reliance Telephone Systems, Inc		900.00	1 Transactions		
4761 Sysco Minnesota Inc					
01- 252- 000- 0000- 6420		148.41	can opener with base	153527419	Kitchen Supplies N
4761 Sysco Minnesota Inc		148.41	1 Transactions		
11608 Thrifty White Pharmacy- McGregor					
01- 252- 000- 0000- 6262		2,283.54	inmate meds	06/30/19	Medical Expenses & Supplies - Inmate N
11608 Thrifty White Pharmacy- McGregor		2,283.54	1 Transactions		
9642 WEX BANK					
01- 252- 000- 0000- 6330		239.80	inmate transports	60311549	Prisoner Transportation & Travel N
9642 WEX BANK		239.80	1 Transactions		
252 DEPT Total:		13,530.16	Corrections	17 Vendors	23 Transactions
253 DEPT			Sentence to Serve		
2340 Hyytinen Hardware Hank					
01- 253- 000- 0000- 6405		11.99	Gorilla tape	1524006	Operating Supplies N
01- 253- 000- 0000- 6405		5.99	wood handle	1524077	Operating Supplies N
01- 253- 000- 0000- 6405		15.48	hardware	1528696	Operating Supplies N
2340 Hyytinen Hardware Hank		33.46	3 Transactions		
12927 Midwest Machinery Co.					
01- 253- 000- 0000- 6405		11.95	polycut blade	1941225	Operating Supplies N
01- 253- 000- 0000- 6405		11.95	polycut blade	1941227	Operating Supplies N
01- 253- 000- 0000- 6405		21.95	[p;ucit 20- 3	1948440	Operating Supplies N
12927 Midwest Machinery Co.		45.85	3 Transactions		
4010 Rasley Oil Company					
01- 253- 000- 0000- 6511		329.12	STS gas	June 30	Gas And Oil N
4010 Rasley Oil Company		329.12	1 Transactions		
253 DEPT Total:		408.43	Sentence to Serve	3 Vendors	7 Transactions
257 DEPT			Community Corrections		
14973 Christofferson/ Katie Sue					
01- 257- 251- 0000- 6330		47.52	Mileage CSTS User training	99@.48	Mileage N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
14973 Christofferson/ Katie Sue		47.52	1 Transactions		
4641 Holiday Credit Office					
01- 257- 251- 0000- 6335		56.27	Gas charges	1400000155373	Gas/Vehicle Fuel Charges N
01- 257- 257- 0000- 6335		29.54	Gas charges	1400000155373	Gas/Vehicle Fuel Charges N
01- 257- 258- 0000- 6335		136.94	Gas charges	1400000155373	Gas/Vehicle Fuel Charges N
4641 Holiday Credit Office		222.75	3 Transactions		
15176 Koonce/Crystal					
01- 257- 251- 0000- 6330		80.64	Mileage Case Plan Training	168@.48	Mileage N
15176 Koonce/Crystal		80.64	1 Transactions		
87101 North Homes- Standard					
01- 257- 255- 0000- 6204		2,957.79	MJM secure	239975	Juvenile Detention N
			06/20/2019 06/30/2019		
01- 257- 255- 0000- 6204		147.29	MJM Transport to court 6/24	MR11154	Juvenile Detention N
87101 North Homes- Standard		3,105.08	2 Transactions		
257 DEPT Total:		3,455.99	Community Corrections	4 Vendors	7 Transactions
280 DEPT			Emergency Management		
10185 Centurylink Communications Inc					
01- 280- 000- 0000- 6250		1.52	Sheriff phone	320295974	Telephone N
10185 Centurylink Communications Inc		1.52	1 Transactions		
280 DEPT Total:		1.52	Emergency Management	1 Vendors	1 Transactions
390 DEPT			Environmental Health (FBL)		
4641 Holiday Credit Office					
01- 390- 000- 0000- 6511		92.10	FBL gas charges	1400000135321	Gas And Oil N
4641 Holiday Credit Office		92.10	1 Transactions		
390 DEPT Total:		92.10	Environmental Health (FBL)	1 Vendors	1 Transactions
391 DEPT			Solid Waste		
2340 Hyytinen Hardware Hank					
01- 391- 000- 0000- 6405		8.97	Canvas aprons	1524301	Office & Film Supplies N



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
2340 Hyytinen Hardware Hank		8.97	1 Transactions		
4010 Rasley Oil Company					
01-391-000-0000-6511		14.36	Fuel charges	AITCOZOS	Gas And Oil N
4010 Rasley Oil Company		14.36	1 Transactions		
391 DEPT Total:		23.33	Solid Waste	2 Vendors	2 Transactions
500 DEPT			Library And Historical Society		
1495 East Central Regional Library					
01-500-500-0000-6801		116,610.00	2nd 1/2 2019 appropriation		Library Appropriations N
1495 East Central Regional Library		116,610.00	1 Transactions		
500 DEPT Total:		116,610.00	Library And Historical Society	1 Vendors	1 Transactions
600 DEPT			Ag Society, Soil & Water, Ag Inspect		
89856 Aitkin Co Agricultural Society					
01-600-550-0000-5840		3,652.16	Ag Revenue for fairs		Misc Receipts N
01-600-550-0000-6801		5,000.00	2019 Ag Society 2nd 1/2 approp		Ag Society Appropriations N
89856 Aitkin Co Agricultural Society		8,652.16	2 Transactions		
600 DEPT Total:		8,652.16	Ag Society, Soil & Water, Ag Inspect	1 Vendors	2 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
176 City Of Palisade					
01-700-909-0000-6800		133.33	Tourism promotion- Relay		Tourism Miscellaneous N
176 City Of Palisade		133.33	1 Transactions		
5961 Jacobson Community Center					
01-700-909-0000-6800		133.33	Tourism promotion- Relay		Tourism Miscellaneous N
5961 Jacobson Community Center		133.33	1 Transactions		
700 DEPT Total:		266.66	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors	2 Transactions
711 DEPT			Economic Development		
4641 Holiday Credit Office					
01-711-000-0000-6511		9.18	Admin gas charges	1400000135194	Gas And Oil N

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4641 Holiday Credit Office		9.18		1 Transactions	1099
711 DEPT Total:		9.18	Economic Development	1 Vendors	1 Transactions
1 Fund Total:		186,259.96	General Fund		173 Transactions

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

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301 DEPT		R&B Administration			
86222 Aitkin Independent Age		CSAH 3 REV PUB HEARING AD		Fees/Prof/Misc	N
03- 301- 000- 0000- 6241	76.65				
86222 Aitkin Independent Age	76.65	1 Transactions			
5398 CDW Government, Inc		Microsoft Office Pro	SXQ9011	Supplies And Materials	N
03- 301- 000- 0000- 6400	386.56				
5398 CDW Government, Inc	386.56	1 Transactions			
10855 Culligan		WATER	479249	Supplies And Materials	N
03- 301- 000- 0000- 6400	37.00				
10855 Culligan	37.00	1 Transactions			
<b>301 DEPT Total:</b>	<b>500.21</b>	<b>R&amp;B Administration</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
302 DEPT		R&B Engineering/Construction			
2340 Hyytinen Hardware Hank		ENGINEERING SUPPLIES	1523968	Rd/Br Engr. Supplies	N
03- 302- 000- 0000- 6449	11.99				
03- 302- 000- 0000- 6449	5.44	ENGINEERING SUPPLIES	1527186	Rd/Br Engr. Supplies	N
03- 302- 000- 0000- 6449	6.98	ENGINEERING SUPPLIES	1528418	Rd/Br Engr. Supplies	N
2340 Hyytinen Hardware Hank	24.41	3 Transactions			
11985 Kazmerzak/Paul		WORK BOOT REIMBURSEMENT	0- 3199	Safety Footwear	N
03- 302- 000- 0000- 6411	71.99				
11985 Kazmerzak/Paul	71.99	1 Transactions			
<b>302 DEPT Total:</b>	<b>96.40</b>	<b>R&amp;B Engineering/Construction</b>	<b>2 Vendors</b>	<b>4 Transactions</b>	
303 DEPT		R&B Highway Maintenance			
4 AAA Striping Service Co		PAVEMENT MARKING	106348	Pavement Striping	N
03- 303- 000- 0000- 6514	45,994.78				
4 AAA Striping Service Co	45,994.78	1 Transactions			
195 Aitkin Tire Shop		REPAIR LABOR	0- 059071	Repair & Maintenance Supplies	Y
03- 303- 000- 0000- 6590	20.00				
03- 303- 000- 0000- 6590	42.00	TIRES	0- 059071	Repair & Maintenance Supplies	Y
03- 303- 000- 0000- 6590	3,496.00	TIRES	0- 059074	Repair & Maintenance Supplies	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
195 Aitkin Tire Shop		3,558.00			
			3 Transactions		
13725 Beartooth True Value					
03- 303- 000- 0000- 6517		30.00	SEALING PROPANE	B89302	Asphalt,Crackfiller,Tack Oil,Etc N
03- 303- 000- 0000- 6517		14.97	SEALING PROPANE	B89913	Asphalt,Crackfiller,Tack Oil,Etc N
03- 303- 000- 0000- 6517		30.00	SEALING PROPANE	b90101	Asphalt,Crackfiller,Tack Oil,Etc N
13725 Beartooth True Value		74.97			
			3 Transactions		
15278 BLAINE BROTHERS MAINTENANCE, INC.					
03- 303- 000- 0000- 6590		239.71	REPAIR PARTS	0- 204153399	Repair & Maintenance Supplies N
15278 BLAINE BROTHERS MAINTENANCE, INC.		239.71			
			1 Transactions		
8674 Boyer Trucks					
03- 303- 000- 0000- 6590		74.25	REPAIR PARTS	65621R	Repair & Maintenance Supplies N
8674 Boyer Trucks		74.25			
			1 Transactions		
14887 Cintas Corporation					
03- 303- 000- 0000- 6298		19.55	SHOP LAUNDRY	40022567132	Shop Maintenance N
03- 303- 000- 0000- 6298		150.53	SHOP LAUNDRY	4025361538	Shop Maintenance N
03- 303- 000- 0000- 6298		19.55	SHOP LAUNDRY	4025844575	Shop Maintenance N
14887 Cintas Corporation		189.63			
			3 Transactions		
5893 Consolidated Telecommunications Co.					
03- 303- 000- 0000- 6254		150.00	HIGH SPEED INTERNET	20673507	Utilities N
5893 Consolidated Telecommunications Co.		150.00			
			1 Transactions		
9857 Diamond Industrial Cleaning Equipment					
03- 303- 000- 0000- 6298		202.56	AITKIN SHOP SUPPLIES	17899	Shop Maintenance N
9857 Diamond Industrial Cleaning Equipment		202.56			
			1 Transactions		
7060 Federated Co- Ops Inc.					
03- 303- 000- 0000- 6297		227.60	MCGRATH SHOP PROPANE	TMO- 426084	Shop Fuel N
7060 Federated Co- Ops Inc.		227.60			
			1 Transactions		
9368 FirstSource					
03- 303- 000- 0000- 6296		52.20	DRUG SCREEN	FL00310605	Meeting Expense/Physicals Y
9368 FirstSource		52.20			
			1 Transactions		
1754 Garrison Disposal Company, Inc					

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1754	Garrison Disposal Company, Inc		119.90	JUNE AITKIN SHOP	104317	Utilities	N
				1 Transactions			
2340	Hyytinen Hardware Hank		7.99	AITKIN SHOP SUPPLIES	1526327	Shop Maintenance	N
2340	Hyytinen Hardware Hank		7.99				
				1 Transactions			
2763	J & H Transfer Station- Lakes Sanitary		76.05	JULY PALISADE	157431	Utilities	Y
2763	J & H Transfer Station- Lakes Sanitary		76.05				
				1 Transactions			
10295	Knife River Corporation		1,075.20	APPLY CALCIUM CHLORIDE- GLEN PI	664246	Calcium Chloride Dust Control	N
				APPLY CALCIUM CHLORIDE	664246	Calcium Chloride Dust Control	N
10295	Knife River Corporation		128,685.56				
				2 Transactions			
91187	Lake Country Power		89.56	JUN/JUL JACOBSON	1400073000	Utilities	N
				JUN/JUL SWATARA	140946401	Utilities	N
91187	Lake Country Power		173.78				
				2 Transactions			
10824	Maney International Inc		79.47	REPAIR PARTS	809589X1	Repair & Maintenance Supplies	N
10824	Maney International Inc		79.47				
				1 Transactions			
3100	McGregor Oil		901.85	JACOBSON DIESEL	4202	Motor Fuel & Lubricants	N
				JACOBSON DIESEL	4337	Motor Fuel & Lubricants	N
3100	McGregor Oil		1,915.71				
				2 Transactions			
3160	Mille Lacs Energy Coop- Albert Lea		104.46	POWER: PALISADE	18- 52- 026- 01	Utilities	N
				169 & CSAH 3	19- 23- 010- 01	Utilities	N
				POWER: MCGREGOR	29- 53- 003- 01	Utilities	N
				POWER: AITKIN	33- 52- 007- 02	Utilities	N
				169 & CSAH 28	39- 62- 022- 01	Utilities	N
				CSAH 12	40- 06- 000- 01	Utilities	N
				47 & CSAH 2	54- 51- 104- 01	Utilities	N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3160 Mille Lacs Energy Coop- Albert Lea					
			7 Transactions		
8446 Northern Star Coop Service					
03-303-000-0000-6297	488.03	LP: SWATARA SHOP	84803	Shop Fuel	N
8446 Northern Star Coop Service	488.03		1 Transactions		
14861 Parman Energy Group					
03-303-000-0000-6590	273.79	REPAIR PARTS	0799616- IN	Repair & Maintenance Supplies	N
14861 Parman Energy Group	273.79		1 Transactions		
3871 People's Security Co. Inc,					
03-303-000-0000-6298	1,809.00	AITKIN SHOP	208830	Shop Maintenance	N
3871 People's Security Co. Inc,	1,809.00		1 Transactions		
13116 Rally Snares					
03-303-000-0000-6521	603.15	MILEAGE	JUNE 2019	Maintenance Supplies	Y
03-303-000-0000-6521	450.00	DAM REMOVAL LABOR	JUNE 2019	Maintenance Supplies	Y
03-303-000-0000-6521	1,350.00	BEAVER REMOVAL	JUNE 2019	Maintenance Supplies	Y
13116 Rally Snares	2,403.15		3 Transactions		
9273 Reichert Enterprises, Inc					
03-303-000-0000-6590	2,040.86	REPAIR PARTS	102236	Repair & Maintenance Supplies	Y
03-303-000-0000-6590	667.50	REPAIR LABOR	102236	Repair & Maintenance Supplies	Y
9273 Reichert Enterprises, Inc	2,708.36		2 Transactions		
4070 Riley Auto Supply					
03-303-000-0000-6298	110.75	AITKIN SHOP REPAIRS	608658	Shop Maintenance	N
03-303-000-0000-6590	430.77	REPAIR PARTS	608680	Repair & Maintenance Supplies	N
03-303-000-0000-6590	294.99	REPAIR PARTS	608693	Repair & Maintenance Supplies	N
03-303-000-0000-6590	76.92	REPAIR PARTS	608698	Repair & Maintenance Supplies	N
03-303-000-0000-6590	63.26	REPAIR PARTS	608811	Repair & Maintenance Supplies	N
03-303-000-0000-6590	47.98	REPAIR PARTS	608880	Repair & Maintenance Supplies	N
03-303-000-0000-6590	56.76	REPAIR PARTS	608967	Repair & Maintenance Supplies	N
03-303-000-0000-6298	21.00	AITKIN SHOP REPAIRS	609053	Shop Maintenance	N
03-303-000-0000-6590	15.00	REPAIR PARTS	609090	Repair & Maintenance Supplies	N
03-303-000-0000-6590	42.58	REPAIR PARTS	609114	Repair & Maintenance Supplies	N
03-303-000-0000-6590	641.10	REPAIR PARTS	609138	Repair & Maintenance Supplies	N
03-303-000-0000-6590	482.92	REPAIR PARTS	609141	Repair & Maintenance Supplies	N
03-303-000-0000-6590	92.99	REPAIR PARTS	609166	Repair & Maintenance Supplies	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
03-303-000-0000-6590		54.99	REPAIR PARTS	609167	Repair & Maintenance Supplies N
03-303-000-0000-6590		47.99	REPAIR PARTS	609195	Repair & Maintenance Supplies N
03-303-000-0000-6298		172.69	AITKIN SHOP REPAIRS	609221	Shop Maintenance N
<b>4070 Riley Auto Supply</b>		<b>2,498.85</b>			
			16 Transactions		
90805 <b>Temco</b>					
03-303-000-0000-6590		188.53	REPAIR PARTS	24063	Repair & Maintenance Supplies Y
<b>90805 Temco</b>		<b>188.53</b>			
			1 Transactions		
8505 <b>Texas Refinery Corp</b>					
03-303-000-0000-6298		794.16	AITKIN SHOP SUPPLIES	178662	Shop Maintenance N
<b>8505 Texas Refinery Corp</b>		<b>794.16</b>			
			1 Transactions		
4871 <b>Town Of Aitkin Clerk</b>					
03-303-000-0000-6825		770.00	2018 GRADING		Maintenance Agreements N
<b>4871 Town Of Aitkin Clerk</b>		<b>770.00</b>			
			1 Transactions		
10431 <b>Verizon Business</b>					
03-303-000-0000-6254		19.69	JUN- HWY OFFICE	4227948181906	Utilities N
<b>10431 Verizon Business</b>		<b>19.69</b>			
			1 Transactions		
6097 <b>Verizon Wireless</b>					
03-303-000-0000-6254		481.34	DEPT CELL PHONES	9833241168	Utilities N
<b>6097 Verizon Wireless</b>		<b>481.34</b>			
			1 Transactions		
5295 <b>Ziegler Inc</b>					
03-303-000-0000-6590		984.31	REPAIR PARTS	PC501332942	Repair & Maintenance Supplies N
<b>5295 Ziegler Inc</b>		<b>984.31</b>			
			1 Transactions		
<b>303 DEPT Total:</b>		<b>196,648.41</b>	<b>R&amp;B Highway Maintenance</b>	<b>30 Vendors</b>	<b>63 Transactions</b>
<b>307 DEPT</b>			<b>R&amp;B Capital Infrastructure</b>		
15179 <b>BARDEN/JENNIFER L</b>					
03-307-000-0000-6362		205.55	LAND R- W S26- T49N- R24W	PARCEL NO 6	Right Of Way S
<b>15179 BARDEN/JENNIFER L</b>		<b>205.55</b>			
			1 Transactions		
7652 <b>Erickson Engineering Co.</b>					
03-307-000-0000-6260		5,010.00	PROFESSIONAL SERVICES	13171	Professional Services Y
03-307-000-0000-6260		1,872.00	PROFESSIONAL SERVICES	13172	Professional Services Y

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
7652 Erickson Engineering Co.		6,882.00		2 Transactions		
15277 ERTMAN/ANTHONY						
03-307-000-0000-6362		205.55	LAND R- W S26- T49N- R24W	PARCEL NO 6	Right Of Way	S
03-307-000-0000-6362		3,050.00	LAND R- W S26- T49N- R24W	PARCEL NO 9	Right Of Way	S
15277 ERTMAN/ANTHONY		3,255.55		2 Transactions		
12391 ERTMAN/JASON						
03-307-000-0000-6362		205.55	LAND R- W S26- T49N- R24W	PARCEL NO 6	Right Of Way	S
12391 ERTMAN/JASON		205.55		1 Transactions		
14982 KNESE/LUCAS CHARLES						
03-307-000-0000-6362		1,027.80	LAND R- W S26- T49N- R24W	PARCEL NO 6	Right Of Way	S
14982 KNESE/LUCAS CHARLES		1,027.80		1 Transactions		
9802 Kragness/Conrad						
03-307-000-0000-6362		190.04	PAID DEED TAX ON PROP ACQ	MULT PARCELS	Right Of Way	N
9802 Kragness/Conrad		190.04		1 Transactions		
10624 Kumpula/John R Jr						
03-307-000-0000-6362		205.55	LAND R- W S26- T46N- R24W	PARCEL NO 6	Right Of Way	S
10624 Kumpula/John R Jr		205.55		1 Transactions		
15276 LAUER/JAMES						
03-307-000-0000-6362		9,075.00	LAND R- W S26- T43N- R22W	PARC NOS 12/17	Right Of Way	S
03-307-000-0000-6362		500.00	DAMAGES S26- T43N- R22W	PARC NOS 12/17	Right Of Way	N
15276 LAUER/JAMES		9,575.00		2 Transactions		
307 DEPT Total:		21,547.04	R&B Capital Infrastructure	8 Vendors	11 Transactions	
3 Fund Total:		218,792.06	Road & Bridge		81 Transactions	



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
257	DEPT			Community Corrections			
	8239 Ameripride Linen & Apparel Services						
	05- 257- 000- 0000- 6422		5.45	Cleaning Supplies	220666700	Janitorial Services/Supplies	N
				07/16/2019			
	8239 Ameripride Linen & Apparel Services		5.45		1 Transactions		
257	DEPT Total:		5.45	Community Corrections	1 Vendors	1 Transactions	
390	DEPT			Environmental Health (FBL)			
	8239 Ameripride Linen & Apparel Services						
	05- 390- 000- 0000- 6422		0.99	Cleaning Supplies	220666700	Janitorial Services/Supplies	N
				07/16/2019			
	8239 Ameripride Linen & Apparel Services		0.99		1 Transactions		
390	DEPT Total:		0.99	Environmental Health (FBL)	1 Vendors	1 Transactions	
400	DEPT			Public Health Department			
	85003 Aitkin County DAC						
	05- 400- 440- 0410- 6231		4.08	Cleaning		Services/Labor/Contracts	N
				06/06/2019	06/27/2019		
	05- 400- 440- 0410- 6231		24.49	Papershred		Services/Labor/Contracts	N
				06/04/2019	06/25/2019		
	85003 Aitkin County DAC		28.57		2 Transactions		
	8239 Ameripride Linen & Apparel Services						
	05- 400- 440- 0410- 6422		6.93	Cleaning Supplies	220666700	Janitorial Services/Supplies	N
				07/16/2019			
	8239 Ameripride Linen & Apparel Services		6.93		1 Transactions		
	89185 Bethesda Lutheran Church Of Malmo						
	05- 400- 410- 0413- 6301		45.00	WIC Rent April- June '19		Wic Space Rentals	N
				04/01/2019	06/30/2019		
	89185 Bethesda Lutheran Church Of Malmo		45.00		1 Transactions		
	10185 Centurylink Communications Inc						
	05- 400- 440- 0410- 6250		4.08	HHS Phone	320295974	Telephone	N
	10185 Centurylink Communications Inc		4.08		1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13629 Complete Computer Solutions, Inc. 05- 400- 440- 0410- 6239		57.44	RPM Rep Payee Management 08/04/2019 08/03/2020	8578 - Client	Software Fees/License Fees	N
13629 Complete Computer Solutions, Inc.		57.44	1 Transactions			
13904 Hill City Assembly of God Church 05- 400- 410- 0413- 6301		45.00	WIC Rent April- June '19 04/01/2019 06/30/2019		Wic Space Rentals	1
13904 Hill City Assembly of God Church		45.00	1 Transactions			
13624 MailFinance 05- 400- 440- 0410- 6300		68.89	Mail Machine Contract 05/05/2019 08/04/2019	N7808736	Maintenance/Service Contracts	1
13624 MailFinance		68.89	1 Transactions			
89079 McGregor Area Ambulance Service 05- 400- 401- 0000- 6812		2,085.00	Ambulance Runs June '19 06/01/2019 06/30/2019		Mcgregor Area Ambulance	N
89079 McGregor Area Ambulance Service		2,085.00	1 Transactions			
89081 North Ambulance Brainerd 05- 400- 401- 0000- 6809		2,655.00	Ambulance Runs June '19 06/01/2019 06/30/2019		No. Memorial Ambulance- Aitkin	N
89081 North Ambulance Brainerd		2,655.00	1 Transactions			
10698 Stericycle,Inc 05- 400- 440- 0410- 6231		19.27	Steri- Safe 08/01/2019 08/31/2019	4008724010	Services/Labor/Contracts	6
10698 Stericycle,Inc		19.27	1 Transactions			
400 DEPT Total:		5,015.18	Public Health Department	10 Vendors	11 Transactions	
420 DEPT			Income Maintenance			
85003 Aitkin County DAC 05- 420- 600- 4800- 6231		8.42	Cleaning 06/06/2019 06/27/2019		Services/Labor/Contracts	N
05- 420- 600- 4800- 6231		50.52	Papershred 06/04/2019 06/25/2019		Services/Labor/Contracts	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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5 Health & Human Services

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
85003 Aitkin County DAC		58.94				
			2 Transactions			
8239 Ameripride Linen & Apparel Services						
05- 420- 600- 4800- 6422		14.37	Cleaning Supplies	220666700	Janitorial Services/Supplies	N
			07/16/2019			
8239 Ameripride Linen & Apparel Services		14.37				
			1 Transactions			
10185 Centurylink Communications Inc						
05- 420- 600- 4800- 6250		8.41	HHS Phone	320295974	Telephone	N
10185 Centurylink Communications Inc		8.41				
			1 Transactions			
13629 Complete Computer Solutions, Inc.						
05- 420- 600- 4800- 6239		118.47	RPM Rep Payee Management	8578 - Client	Software Fees/License Fees	N
			08/04/2019 08/03/2020			
13629 Complete Computer Solutions, Inc.		118.47				
			1 Transactions			
11051 Department of Human Services						
05- 420- 610- 4100- 6011		7.50	MAXIS MFIP RECOV TANF	A300MX01194I	County Share- Afdc/Mfip	N
			04/01/2019 04/30/2019			
05- 420- 620- 4100- 6011		1,111.00	MAXIS GRH RECOVERIES	A300MX01194I	County Share - Ga	N
			04/01/2019 04/30/2019			
05- 420- 610- 4100- 6011		10.50	MAXIS MFIP RECOV TANF	A300MX01195I	County Share- Afdc/Mfip	N
			05/01/2019 05/31/2019			
05- 420- 610- 4100- 6011		18.75	MAXIS MFIP RECOV STATE	A300MX01195I	County Share- Afdc/Mfip	N
			05/01/2019 05/31/2019			
05- 420- 620- 4100- 6011		2,664.96	MAXIS GRH RECOVERIES	A300MX01195I	County Share - Ga	N
			05/01/2019 05/31/2019			
05- 420- 630- 4100- 6011		48.65	MAXIS MFIP FS RECOVERIES	A300MX01195I	County Share- Food Support	N
			05/01/2019 05/31/2019			
11051 Department of Human Services		3,861.36				
			6 Transactions			
13624 MailFinance						
05- 420- 600- 4800- 6300		142.08	Mail Machine Contract	N7808736	Maintenance/Service Contracts	I
			05/05/2019 08/04/2019			
13624 MailFinance		142.08				
			1 Transactions			
10698 Stericycle, Inc						
05- 420- 600- 4800- 6231		39.73	Steri- Safe	4008724010	Services/Labor/Contracts	6
			08/01/2019 08/31/2019			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
10698 Stericycle,Inc		39.73	1 Transactions		
420 DEPT Total:		4,243.36	Income Maintenance	7 Vendors	13 Transactions
430 DEPT			Social Services		
85003 Aitkin County DAC					
05- 430- 700- 4800- 6231		13.02	Cleaning		Services/Labor/Contracts N
05- 430- 700- 4800- 6231		78.07	Papershred		Services/Labor/Contracts N
85003 Aitkin County DAC		91.09		2 Transactions	
8239 Ameripride Linen & Apparel Services					
05- 430- 700- 4800- 6422		21.80	Cleaning Supplies	220666700	Janitorial Services/Supplies N
8239 Ameripride Linen & Apparel Services		21.80		1 Transactions	
10185 Centurylink Communications Inc					
05- 430- 700- 4800- 6250		13.00	HHS Phone	320295974	Telephone N
10185 Centurylink Communications Inc		13.00		1 Transactions	
13629 Complete Computer Solutions, Inc.					
05- 430- 700- 4800- 6239		183.09	RPM Rep Payee Management	8578 - Client	Software Fees/License Fees N
13629 Complete Computer Solutions, Inc.		183.09		1 Transactions	
13624 MailFinance					
05- 430- 700- 4800- 6300		219.59	Mail Machine Contract	N7808736	Maintenance/Service Contracts 1
13624 MailFinance		219.59		1 Transactions	
10698 Stericycle,Inc					
05- 430- 700- 4800- 6231		61.40	Steri- Safe	4008724010	Services/Labor/Contracts 6
10698 Stericycle,Inc		61.40		1 Transactions	
430 DEPT Total:		589.97	Social Services	6 Vendors	7 Transactions

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5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5 Fund Total:		9,854.95	Health & Human Services			33 Transactions

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9 State

Vendor No.	Vendor Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance		360.00	Marriage License fees June 19		State Fees, Assessments & Surcharge N
	09- 000- 000- 0000- 2030					
	4580 Mn Dept Of Finance		360.00	1 Transactions		
0	DEPT Total:		360.00	Undesignated	1 Vendors	1 Transactions
9	Fund Total:		360.00	State		1 Transactions

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LAH1  
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10 Trust

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
921 DEPT		Co. Development			
12500 Frontier Precision, Inc					
10- 921- 000- 0000- 6610		Demo	197202	Equipment	N
10- 921- 000- 0000- 6610	4,531.50	R10- 2	197204	Equipment	N
12500 Frontier Precision, Inc	15,000.00				
		2 Transactions			
4332 Scott/Rodney					
10- 921- 000- 0000- 6231	120.00	3 beaver Soo Line Pliny Twp		Services, Labor, Contracts	Y
10- 921- 000- 0000- 6231	160.00	4 beaver Soo Line Idun Twp		Services, Labor, Contracts	Y
4332 Scott/Rodney	280.00				
		2 Transactions			
921 DEPT Total:	15,280.00	Co. Development	2 Vendors	4 Transactions	
923 DEPT		Forfeited Tax Sales			
10925 Aitkin Co Assessor's Office					
10- 923- 000- 0000- 6231	1,400.00	28 Property Estimates		Services, Labor, Contracts	N
10925 Aitkin Co Assessor's Office	1,400.00				
		1 Transactions			
87 Aitkin Co Highway Dept					
10- 923- 000- 0000- 6590	57.46	Nuts & bolts	941	Repair & Maintenance Supplies	N
87 Aitkin Co Highway Dept	57.46				
		1 Transactions			
170 Aitkin Motor Company					
10- 923- 000- 0000- 6590	642.31	Oil change, power steering	24161	Repair & Maintenance Supplies	N
170 Aitkin Motor Company	642.31				
		1 Transactions			
2340 Hyytinen Hardware Hank					
10- 923- 000- 0000- 6406	5.98	2 wire lock pin	1520987	Field Supplies	N
10- 923- 000- 0000- 6406	5.99	Staples	1523529	Field Supplies	N
10- 923- 000- 0000- 6406	6.99	Brass hose shut off	1524772	Field Supplies	N
10- 923- 000- 0000- 6406	19.99	5 gal gas can, auto shut off	1525489	Field Supplies	N
2340 Hyytinen Hardware Hank	38.95				
		4 Transactions			
86235 The Office Shop Inc					
10- 923- 000- 0000- 6405	28.64	Paper	1063985- 0	Office Supplies	N
86235 The Office Shop Inc	28.64				
		1 Transactions			
13934 Tire Barn					
10- 923- 000- 0000- 6590	50.09	Oil change #666	48287	Repair & Maintenance Supplies	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13934	Tire Barn		50.09				
				1 Transactions			
15275	Trotter/Cory						
	10- 923- 000- 0000- 6820		644.00	Refund of Ag lease	8429	Refunds & Reimbursements	N
15275	Trotter/Cory		644.00				
				1 Transactions			
923	DEPT Total:		2,861.45	Forfeited Tax Sales	7 Vendors	10 Transactions	
926	DEPT			Law Library			
5173	Thomson Reuters- West Publishing						
	10- 926- 000- 0000- 6408		1,348.00	West information charges	840528023	Law Books	N
5173	Thomson Reuters- West Publishing		1,348.00				
				1 Transactions			
926	DEPT Total:		1,348.00	Law Library	1 Vendors	1 Transactions	
10	Fund Total:		19,489.45	Trust		15 Transactions	



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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11 Forest Development

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
925 DEPT			Resource Management			
14742 Berg/James						
11-925-000-0000-6330		23.20	Nat resources mileage	40@.58	Transportation & Travel	N
11-925-000-0000-6350		35.00	Nat Resources meeting	7/8/19	Per Diem	N
14742 Berg/James		58.20		2 Transactions		
12526 Bixby/James						
11-925-000-0000-6330		37.12	Natural Resources mileage	64@.58	Transportation & Travel	N
11-925-000-0000-6350		35.00	Natural resources meeting	7/8/19	Per Diem	Y
12526 Bixby/James		72.12		2 Transactions		
589 Blomberg/Judith						
11-925-000-0000-6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
589 Blomberg/Judith		35.00		1 Transactions		
12500 Frontier Precision, Inc						
11-925-000-0000-6610		10,317.00	R10-2	197204	Equipment	N
12500 Frontier Precision, Inc		10,317.00		1 Transactions		
2270 Hoppe/Russell Peter						
11-925-000-0000-6330		34.80	Natural Resources Mileage	60@.58	Transportation & Travel	N
11-925-000-0000-6350		35.00	Natural Resources Meeting	7/8/19	Per Diem	Y
2270 Hoppe/Russell Peter		69.80		2 Transactions		
2448 Janzen/Carroll Mark						
11-925-000-0000-6330		32.48	Natural Resources mileage	56@.58	Transportation & Travel	N
11-925-000-0000-6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
2448 Janzen/Carroll Mark		67.48		2 Transactions		
5759 Kitzrow/Donald						
11-925-000-0000-6330		38.16	Natural Resources mileage	65.8@.58	Transportation & Travel	N
11-925-000-0000-6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
5759 Kitzrow/Donald		73.16		2 Transactions		
5784 Lake/Robert						
11-925-000-0000-6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
5784 Lake/Robert		35.00		1 Transactions		
11990 Lange/David						

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LAH1  
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11 Forest Development

Vendor Name	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
11- 925- 000- 0000- 6330		35.96	Natural Resources mileage	62@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
<b>11990 Lange/David</b>		<b>70.96</b>		<b>2 Transactions</b>		
10906 Shipp/Dale						
11- 925- 000- 0000- 6330		18.56	Natural Resources Mileage	32@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
<b>10906 Shipp/Dale</b>		<b>53.56</b>		<b>2 Transactions</b>		
86235 The Office Shop Inc						
11- 925- 000- 0000- 6405		358.00	Swivel chair	305827- 0	Office Supplies	N
<b>86235 The Office Shop Inc</b>		<b>358.00</b>		<b>1 Transactions</b>		
15229 Thompson/Dennis J						
11- 925- 000- 0000- 6330		22.04	Natural Resources mileage	38@.58	Transportation & Travel	N
<b>15229 Thompson/Dennis J</b>		<b>22.04</b>		<b>1 Transactions</b>		
4927 Turnock/Franklin Allen						
11- 925- 000- 0000- 6330		34.80	Natural Resources mileage	60@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
<b>4927 Turnock/Franklin Allen</b>		<b>69.80</b>		<b>2 Transactions</b>		
10017 Tveit/Galen						
11- 925- 000- 0000- 6330		20.88	Natural Resources mileage	36@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
<b>10017 Tveit/Galen</b>		<b>55.88</b>		<b>2 Transactions</b>		
12065 Warnest/Timothy						
11- 925- 000- 0000- 6330		36.54	Natural Resources mileage	63@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
<b>12065 Warnest/Timothy</b>		<b>71.54</b>		<b>2 Transactions</b>		
13234 Western EcoSystems Technology, Inc.						
11- 925- 000- 0000- 6231		3,201.25	Project 734- 03.001	65893	Services, Labor, Contracts	N
<b>13234 Western EcoSystems Technology, Inc.</b>		<b>3,201.25</b>		<b>1 Transactions</b>		
<b>925 DEPT Total:</b>		<b>14,630.79</b>	<b>Resource Management</b>	<b>16 Vendors</b>	<b>26 Transactions</b>	
935 DEPT			Forest Road			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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11 Forest Development

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
87 Aitkin Co Highway Dept 11- 935- 000- 0000- 6590		296.64	Cutting edge for Grader 413	941	Repair & Maintenance Supplies	N
87 Aitkin Co Highway Dept		296.64	1 Transactions			
3100 McGregor Oil 11- 935- 000- 0000- 6511		997.70	June gas	AITKINLA	Gas And Oil	N
3100 McGregor Oil		997.70	1 Transactions			
935 DEPT Total:		1,294.34	Forest Road	2 Vendors	2 Transactions	
939 DEPT			County Surveyor			
86235 The Office Shop Inc 11- 939- 000- 0000- 6405		9.98	File folders	305065- 0	Office & Computer Supplies	N
86235 The Office Shop Inc		9.98	1 Transactions			
6097 Verizon Wireless 11- 939- 000- 0000- 6250		26.04	June cell service	58068382700001	Telephone	N
6097 Verizon Wireless		26.04	1 Transactions			
939 DEPT Total:		36.02	County Surveyor	2 Vendors	2 Transactions	
11 Fund Total:		15,961.15	Forest Development		30 Transactions	

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12 Agency

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
15267	Gerber/Phillip 12- 000- 000- 0000- 2280		18.00	Refund of prepaid taxes	57- 1- 087800	Prepaid Property Taxes	N
15267	Gerber/Phillip		18.00		1 Transactions		
11688	Glanz/Kevin 12- 000- 000- 0000- 2280		50.00	Refund of prepaid taxes	31- 7- 041302	Prepaid Property Taxes	Y
11688	Glanz/Kevin		50.00		1 Transactions		
0	<b>DEPT Total:</b>		68.00	<b>Undesignated</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
12	<b>Fund Total:</b>		68.00	<b>Agency</b>		<b>2 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
7/22/19 3:26PM  
19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
12710	AdventureKEEN 19- 521- 000- 0000- 6400		Nature guides & journals	107631	Commissary Items	N
12710	AdventureKEEN	180.52	1 Transactions			
85003	Aitkin County DAC 19- 521- 000- 0000- 6231	204.17	Cleaning 6/3, 6/5		Services, Labor, Contracts	N
85003	Aitkin County DAC	204.17	1 Transactions			
11419	Beaudry Propane 19- 521- 000- 0000- 6254	216.74	Propane, instructor residence	1398158	Utilities	N
11419	Beaudry Propane	216.74	1 Transactions			
783	Canon Financial Services, Inc 19- 521- 000- 0000- 6231	106.01	Contract charges 037	20174963	Services, Labor, Contracts	N
783	Canon Financial Services, Inc	106.01	1 Transactions			
8622	Frontier 19- 521- 000- 0000- 6250	463.93	Phone service May/June 05/22/2019 06/21/2019	2187684653	Telephone	N
	19- 521- 000- 0000- 6250	462.66	Phone service June/July 06/22/2019 07/21/2019	2187684653	Telephone	N
8622	Frontier	926.59	2 Transactions			
1829	Goble's Sewer Service Inc. 19- 521- 000- 0000- 6231	848.00	Pump/jet dining hall, Marcum H	13762	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.	848.00	1 Transactions			
2763	J & H Transfer Station- Lakes Sanitary 19- 521- 000- 0000- 6255	105.30	July Garbage	157458	Garbage	Y
2763	J & H Transfer Station- Lakes Sanitary	105.30	1 Transactions			
11120	Nardini Fire Equipment Co.,Inc 19- 521- 000- 0000- 6231	1,020.00	Annual Sprinkler Inspection	IN00112682	Services, Labor, Contracts	N
11120	Nardini Fire Equipment Co.,Inc	1,020.00	1 Transactions			
9463	NMN,Inc 19- 521- 000- 0000- 6400	59.50	Playing cards for commissary	10061881	Commissary Items	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
7/22/19 3:26PM  
19 Long Lake Conservation Co

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099	On Behalf of Name
9463 NMN,Inc					59.50							
3810 Paulbeck's County Market												
19- 521- 000- 0000- 6400					126.33	Pop for canteen		7684653		Commissary Items		N
3810 Paulbeck's County Market					126.33							
13465 Sandstrom's												
19- 521- 000- 0000- 6400					286.53	Canteen candy		264213		Commissary Items		N
13465 Sandstrom's					286.53							
4425 Shirts Plus												
19- 521- 000- 0000- 6400					1,629.50	T's, USB sticks		2713		Commissary Items		N
19- 521- 000- 0000- 6400					609.60	Caps, hats		2765		Commissary Items		N
4425 Shirts Plus					2,239.10							
86235 The Office Shop Inc												
19- 521- 000- 0000- 6231					446.96	Copier Contract		305735- 0		Services, Labor, Contracts		N
86235 The Office Shop Inc					446.96							
521 DEPT Total:					6,765.75	LLCC Administration		13 Vendors		15 Transactions		
522 DEPT						LLCC Education						
15242 Americorps												
19- 522- 000- 0000- 5553					75.00	Refund for lodging cancellatio				Non School Groups		N
15242 Americorps					75.00							
10104 Isanti Intermediate School												
19- 522- 000- 0000- 5558					236.17	Refund for 2 students				School Program Pkg Fees		N
10104 Isanti Intermediate School					236.17							
522 DEPT Total:					311.17	LLCC Education		2 Vendors		2 Transactions		
523 DEPT						LLCC Food						
5662 McGregor Dairy,Inc												
19- 523- 000- 0000- 6418					138.20	Groceries		29813		Groceries- Students		N
19- 523- 000- 0000- 6418					189.15	Groceries		29907		Groceries- Students		N
5662 McGregor Dairy,Inc					327.35							

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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19 Long Lake Conservation C

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4968 Upper Lakes Foods, Inc					
19- 523- 000- 0000- 6418		67.49	Credit (guacamole)	487405- 0A	Groceries- Students N
19- 523- 000- 0000- 6418		1,666.60	Groceries	499500- 00	Groceries- Students N
19- 523- 000- 0000- 6418		1,866.56	Groceries	510148- 00	Groceries- Students N
19- 523- 000- 0000- 6420		36.96	Supplies	510148- 00	Food Service Supplies N
4968 Upper Lakes Foods, Inc		3,502.63			
			4 Transactions		
523 DEPT Total:		3,829.98	LLCC Food	2 Vendors	6 Transactions
524 DEPT			LLCC Maintenance		
13725 Beartooth True Value					
19- 524- 000- 0000- 6422		32.95	Water bottle filler hardware	A74965	Janitorial Services/Supplies N
19- 524- 000- 0000- 6422		10.15	Water bottle	A75275	Janitorial Services/Supplies N
19- 524- 000- 0000- 6422		7.00	Glass for extinguisher panel	B90766	Janitorial Services/Supplies N
13725 Beartooth True Value		50.10			
			3 Transactions		
4010 Rasley Oil Company					
19- 524- 000- 0000- 6511		41.52	Fuel- Van	48088	Gas And Oil N
19- 524- 000- 0000- 6511		42.00	Fuel- Van	49686	Gas And Oil N
4010 Rasley Oil Company		83.52			
			2 Transactions		
524 DEPT Total:		133.62	LLCC Maintenance	2 Vendors	5 Transactions
19 Fund Total:		11,040.52	Long Lake Conservation Center		28 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
520	DEPT			Parks			
9625	Blind Lake ATV Club 21- 520- 000- 0000- 6802		3,219.75	Blind Lake ATV Grant		Trail Grants- State	N
9625	Blind Lake ATV Club		3,219.75	1 Transactions			
1829	Goble's Sewer Service Inc. 21- 520- 000- 0000- 6231		120.00	Berglund Park dump station	13819	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		120.00	1 Transactions			
1880	Gravelle Plumbing & Heating, Inc 21- 520- 000- 0000- 6523		683.00	Install start kit	81122	Misc Bldg & Bshop Supplies	N
1880	Gravelle Plumbing & Heating, Inc		683.00	1 Transactions			
4641	Holiday Credit Office 21- 520- 000- 0000- 6511		550.86	June billing	1400000134961	Gas And Oil	N
4641	Holiday Credit Office		550.86	1 Transactions			
2340	Hyytinen Hardware Hank 21- 520- 000- 0000- 6406		42.46	Field Supplies	1519230	Field Supplies	N
	21- 520- 000- 0000- 6406		3.36	Pipe	1520738	Field Supplies	N
	21- 520- 000- 0000- 6406		119.88	Deep woods off	1525569	Field Supplies	N
	21- 520- 000- 0000- 6406		28.99	Carriage bolts	1527947	Field Supplies	N
2340	Hyytinen Hardware Hank		194.69	4 Transactions			
2763	J & H Transfer Station- Lakes Sanitary 21- 520- 000- 0000- 6231		204.75	Berglund Park garbage	157509	Services, Labor, Contracts	Y
2763	J & H Transfer Station- Lakes Sanitary		204.75	1 Transactions			
10337	Mille Lacs Driftskippers 21- 520- 000- 0000- 6802		7,787.48	Red top trail grant work		Trail Grants- State	N
10337	Mille Lacs Driftskippers		7,787.48	1 Transactions			
3160	Mille Lacs Energy Coop- Albert Lea 21- 520- 000- 0000- 6254		183.96	Berglund Park electric	18- 51- 106- 02	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea		183.96	1 Transactions			
15274	Minnesota Dept of Transportation 21- 520- 000- 0000- 6231		1,447.60	2 County Park signs		Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		2,514.50	2 Northwoods 5 mi ATV signs		Services, Labor, Contracts	N



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
15274	Minnesota Dept of Transportation		2,514.50	2 Northwoods 3 mi ATV signs		Services, Labor, Contracts	N
			6,476.60	3 Transactions			
12182	Northwoods Quads						
	21- 520- 000- 0000- 6802		8,339.10	Hill City connector grant work		Trail Grants- State	N
12182	Northwoods Quads		8,339.10	1 Transactions			
4010	Rasley Oil Company						
	21- 520- 000- 0000- 6511		1,793.80	June Gas	AITCOL&PS	Gas And Oil	N
4010	Rasley Oil Company		1,793.80	1 Transactions			
15279	Ritter & Ritter Sewer Service Inc						
	21- 520- 000- 0000- 6231		250.00	Clean valve Berglund Park	172832	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		600.00	Pull truck out of Palisade Par	172832	Services, Labor, Contracts	N
15279	Ritter & Ritter Sewer Service Inc		850.00	2 Transactions			
12718	Up North Riders						
	21- 520- 000- 0000- 6802		5,850.00	Lawler loop grant work		Trail Grants- State	N
12718	Up North Riders		5,850.00	1 Transactions			
14921	Welle/Kalvin						
	21- 520- 000- 0000- 6231		476.00	Jacobson Campground mowing	787	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		536.00	Berglund Park mowing	797	Services, Labor, Contracts	Y
14921	Welle/Kalvin		1,012.00	2 Transactions			
520	DEPT Total:		37,265.99	Parks	14 Vendors	21 Transactions	
21	Fund Total:		37,265.99	Parks		21 Transactions	
	Final Total:		499,092.08	263 Vendors	384 Transactions		

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b>Fund</b>	<b>AMOUNT</b>	<b>Name</b>
	1	186,259.96	General Fund
	3	218,792.06	Road & Bridge
	5	9,854.95	Health & Human Services
	9	360.00	State
	10	19,489.45	Trust
	11	15,961.15	Forest Development
	12	68.00	Agency
	19	11,040.52	Long Lake Conservation Center
	21	37,265.99	Parks
<b>All Funds</b>		<b>499,092.08</b>	<b>Total</b>

Approved by, .....

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# Aitkin County

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1 DEPT		Commissioners			
86222 Aitkin Independent Age					
01-001-000-0000-6230		42.00	Synopsis 7/2/19	711125	Printing, Publishing & Adv N
01-001-000-0000-6230		105.00	Synopsis 6/25	711126	Printing, Publishing & Adv N
86222 Aitkin Independent Age		147.00	2 Transactions		
15240 AT&T Mobility					
01-001-000-0000-6250		65.96	Phone	287259994975	Telephone N
15240 AT&T Mobility		65.96	1 Transactions		
1 DEPT Total:		212.96	Commissioners	2 Vendors	3 Transactions
40 DEPT		Auditor			
86222 Aitkin Independent Age					
01-040-000-0000-6231		61.63	Synopsis Board of Appeal	711127	Printing, Publishing & Adv N
86222 Aitkin Independent Age		61.63	1 Transactions		
783 Canon Financial Services, Inc					
01-040-021-0000-6231		20.36	Fax Contract #042	20286466	Services, Labor, Contracts N
01-040-000-0000-6231		200.16	Copier contract #044	20286468	Services, Labor, Contracts N
01-040-021-0000-6231		86.28	Copier contract #041	20300940	Services, Labor, Contracts N
783 Canon Financial Services, Inc		306.80	3 Transactions		
163 Charter Communications					
01-040-021-0000-6250		194.98	Monthly internet	45865071919	License Center- Phone N
163 Charter Communications		194.98	1 Transactions		
12808 Gallagher Benefit Services, Inc.					
01-040-000-0000-6231		700.00	DBM Evaluations	201906999	Services, Labor, Contracts N
12808 Gallagher Benefit Services, Inc.		700.00	1 Transactions		
86290 Mn Counties Information Systems					
01-040-000-0000-6231		4,188.00	Payroll 2019 Quarterly Support	1694	Services, Labor, Contracts N
01-040-000-0000-6231		16.00-	Payroll 2017 Quarterly Adjustm	1694	Services, Labor, Contracts N
01-040-000-0000-6231		257.00	Finance 2019 Quarterly Support	1694	Services, Labor, Contracts N
01-040-000-0000-6231		19.00-	Finance 2017 Quarterly Adjustm	1694	Services, Labor, Contracts N
01-040-000-0000-6231		2,163.00	2019 OPEB Share	1704	Services, Labor, Contracts N
86290 Mn Counties Information Systems		6,573.00	5 Transactions		

LAH1  
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1 General Fund

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>	
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>		
11828 MnDriversManual.com LLC		306.26	Driver's Manuals	8591	Office & Computer Supplies	N
11828 MnDriversManual.com LLC		306.26	1 Transactions			
3267 Peysar/Kirk		131.08	Mileage MCIS Board meeting	226@.58	Transportation & Travel	N
3267 Peysar/Kirk		131.08	1 Transactions			
86235 The Office Shop Inc		70.99	Toner	1066101- 0	Office & Computer Supplies	N
01- 040- 021- 0000- 6405		13.06	Tape, lead	1066313- 1	Office & Computer Supplies	N
01- 040- 000- 0000- 6405		4.77	Lead	1066313- 2	Office & Computer Supplies	N
01- 040- 000- 0000- 6405		7.74	Labels	306277- 0	Office & Computer Supplies	N
86235 The Office Shop Inc		96.56	4 Transactions			
<b>40 DEPT Total:</b>		<b>8,370.31</b>	<b>Auditor</b>	<b>8 Vendors</b>	<b>17 Transactions</b>	
41 DEPT			Internal Audit			
3358 Minnesota State Auditor		1,575.00	Financial Audit Services 17	69931	Services, Labor, Etc	N
3358 Minnesota State Auditor		1,575.00	1 Transactions			
<b>41 DEPT Total:</b>		<b>1,575.00</b>	<b>Internal Audit</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
42 DEPT			Treasurer			
9878 Hughes/Julie		13.10	MCIS meeting gas		Gas And Oil	N
9878 Hughes/Julie		13.10	1 Transactions			
12088 Official Payments Corporation		5.00	Elec chargeback fee	1000008081	Handling Fee (Nfs Check)	N
12088 Official Payments Corporation		5.00	1 Transactions			
86235 The Office Shop Inc		1.48	Paper	1066315- 0	Office & Computer Supplies	N
86235 The Office Shop Inc		1.48	1 Transactions			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
8/5/19 1:26PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
42 DEPT Total:		19.58	Treasurer	3 Vendors	3 Transactions
43 DEPT			Assessor		
10452 AT&T Mobility					
01- 043- 000- 0000- 6250		241.90	Phone & tablets	287250162187	Telephone N
10452 AT&T Mobility		241.90		1 Transactions	
15206 Balder/Maurice					
01- 043- 000- 0000- 6330		33.60	Ethics course mileage	70@.48	Transportation & Travel & Parking N
15206 Balder/Maurice		33.60		1 Transactions	
783 Canon Financial Services, Inc					
01- 043- 000- 0000- 6231		164.08	Copier contract #033	20286463	Services, Labor, Contracts N
783 Canon Financial Services, Inc		164.08		1 Transactions	
10330 Dangers/Mike					
01- 043- 000- 0000- 6330		68.64	Mileage to tax forfeit propert	143@.48	Transportation & Travel & Parking N
10330 Dangers/Mike		68.64		1 Transactions	
11293 League Of Minnesota Cities					
01- 043- 000- 0000- 6230		80.50	Online job advertising	295960	Printing, Publishing & Adv N
11293 League Of Minnesota Cities		80.50		1 Transactions	
43 DEPT Total:		588.72	Assessor	5 Vendors	5 Transactions
44 DEPT			Central Services		
783 Canon Financial Services, Inc					
01- 044- 000- 0000- 6231		200.16	Copier contract #043	20286467	Services, Labor, Contracts N
783 Canon Financial Services, Inc		200.16		1 Transactions	
15289 Donneray Consulting Inc					
01- 044- 000- 0000- 6231		130.00	Excel workbook meeting	2468	Services, Labor, Contracts N
15289 Donneray Consulting Inc		130.00		1 Transactions	
9867 Government Management Group Inc					
01- 044- 000- 0000- 6231		3,600.00	2018 Cost Allocation Plan	1801- 2	Services, Labor, Contracts N
9867 Government Management Group Inc		3,600.00		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
8/5/19 1:26PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>44 DEPT Total:</b>		<b>3,930.16</b>	<b>Central Services</b>	<b>3 Vendors</b>	<b>3 Transactions</b>
<b>49 DEPT</b>			<b>Information Technologies</b>		
10452 AT&T Mobility					
01- 049- 000- 0000- 6231		38.75	Phone	287279507473	Programming, Services, Contracts N
<b>10452 AT&amp;T Mobility</b>		<b>38.75</b>		<b>1 Transactions</b>	
86290 Mn Counties Information Systems					
01- 049- 000- 0000- 6231		17,496.00	Tax 2019 Quarterly Support	1694	Programming, Services, Contracts N
01- 049- 000- 0000- 6231		29.00	Tax 2017 Quarterly Adjustment	1694	Programming, Services, Contracts N
01- 049- 000- 0000- 6231		7,875.00	Tax 2019 Quarterly Support	1694	Programming, Services, Contracts N
01- 049- 000- 0000- 6231		38.00	Tax 2017 Quarterly Adjustment	1694	Programming, Services, Contracts N
<b>86290 Mn Counties Information Systems</b>		<b>25,304.00</b>		<b>4 Transactions</b>	
<b>49 DEPT Total:</b>		<b>25,342.75</b>	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>5 Transactions</b>
<b>52 DEPT</b>			<b>Administration</b>		
248 Association of Mn Counties					
01- 052- 000- 0000- 6241		100.00	MACA Tech Training	53735	Registration Fee N
<b>248 Association of Mn Counties</b>		<b>100.00</b>		<b>1 Transactions</b>	
15240 AT&T Mobility					
01- 052- 000- 0000- 6250		47.56	Phone	287259994975	Telephone N
<b>15240 AT&amp;T Mobility</b>		<b>47.56</b>		<b>1 Transactions</b>	
<b>52 DEPT Total:</b>		<b>147.56</b>	<b>Administration</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
<b>53 DEPT</b>			<b>Human Resources</b>		
15240 AT&T Mobility					
01- 053- 000- 0000- 6250		65.63	Phone	287259994975	Telephone N
<b>15240 AT&amp;T Mobility</b>		<b>65.63</b>		<b>1 Transactions</b>	
<b>53 DEPT Total:</b>		<b>65.63</b>	<b>Human Resources</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>60 DEPT</b>			<b>Elections</b>		
11051 Department of Human Services					
01- 060- 000- 0000- 6231		263.08	Mailing services	A300IC01196I	Services, Labor, Contracts N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAHI  
8/5/19 1:26PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
11051 Department of Human Services		263.08	1 Transactions		
14967 KNOW iNK					
01- 060- 000- 0000- 6406		6,875.00	Poll Pad annual maint	4399	Ballots & Programming N
01- 060- 000- 0000- 6406		1,000.00	ePulse Live License	4399	Ballots & Programming N
14967 KNOW iNK		7,875.00	2 Transactions		
60 DEPT Total:		8,138.08	Elections	2 Vendors	3 Transactions
90 DEPT			Attorney		
10452 AT&T Mobility					
01- 090- 000- 0000- 6250		335.62	Atty cell phone	287287384077	Telephone N
10452 AT&T Mobility		335.62	1 Transactions		
783 Canon Financial Services, Inc					
01- 090- 000- 0000- 6405		359.91	Copier contract #038	20300939	Office & Computer Supplies N
783 Canon Financial Services, Inc		359.91	1 Transactions		
3363 Minnesota State Bar Association					
01- 090- 000- 0000- 6240		665.00	Attorney Dues	(4)	Dues & Registration Fee N
3363 Minnesota State Bar Association		665.00	1 Transactions		
90 DEPT Total:		1,360.53	Attorney	3 Vendors	3 Transactions
100 DEPT			Recorder		
9373 ESRI					
01- 100- 195- 0000- 6231		3,198.33	GIS software maint & support	93657704	Services, Labor, Contracts- Land Reco N
01- 100- 196- 0000- 6231		3,198.34	GIS software maint & support	93657704	Services, Labor, Contracts- Recorder's N
9373 ESRI		6,396.67	2 Transactions		
86235 The Office Shop Inc					
01- 100- 000- 0000- 6405		264.72	Office supplies	1066318- 0	Office & Computer Supplies N
86235 The Office Shop Inc		264.72	1 Transactions		
100 DEPT Total:		6,661.39	Recorder	2 Vendors	3 Transactions
110 DEPT			Courthouse Maintenance		
15240 AT&T Mobility					



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
15240 AT&T Mobility		Phone	287259994975	Phone	N
		1 Transactions			
9692 Minnesota Energy Resources Corporation		Utilities	506823754	Utilities & Heating	N
		1 Transactions			
3950 Public Utilities		CH Building Coordinator	0200050109016	Utilities & Heating	N
		Glarco	0200050186004	Utilities & Heating	N
		Old County Garage	0200050202003	Utilities & Heating	N
		Courthouse	0300000509007	Utilities & Heating	N
		LA Tool Building	0300050188007	Utilities & Heating	N
3950 Public Utilities		5 Transactions			
86235 The Office Shop Inc		Air Duster, t pins	306053-0	Office Supplies	N
		1 Transactions			
110 DEPT Total:		Courthouse Maintenance	4 Vendors	8 Transactions	
120 DEPT		Service Officer			
10452 AT&T Mobility		Phone	287270539560	Telephone	N
		1 Transactions			
10981 Bakken/Glen A.J.		Drive vet van Mpls	7/18/19	Per Diem	Y
		1 Transactions			
10097 Harms Monroe/Penny		Mileage CVSO, Auxiliary	236@.48	Transportation & Travel	N
		1 Transactions			
14508 Janzen/Hugh		Drive vet van Mpls	7/16/19	Per Diem	Y
		1 Transactions			
5767 Lamke/Dennis					

# Aitkin County



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LAH1  
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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5767 Lamke/Dennis		Drive Vet Van St Cloud	7/17/19	Per Diem	Y
		50.00			
		50.00	1 Transactions		
10677 Olsen/Gerald D		Drive vet van St Cloud	7/23/19	Per Diem	Y
		50.00			
10677 Olsen/Gerald D		50.00	1 Transactions		
3912 Peterson/Richard		Drive vet van Mpls	7/10/19	Per Diem	Y
		50.00			
3912 Peterson/Richard		50.00	1 Transactions		
15126 Timinski/Matt		Drive vet van Mpls	7/15/19	Per Diem	N
		50.00			
15126 Timinski/Matt		50.00	1 Transactions		
6097 Verizon Wireless		Vet van cell phone	88069036400001	Telephone	N
		13.20			
6097 Verizon Wireless		13.20	1 Transactions		
3518 Voyageur Press Of Mcgregor/The		Display ad	40280	Printing, Publishing & Adv	N
		225.00			
3518 Voyageur Press Of Mcgregor/The		225.00	1 Transactions		
11970 Wikelius/Charles		Drive Vet van St CLOUD	7/25/19	Per Diem	Y
		50.00			
		50.00	7/9/19	Per Diem	Y
11970 Wikelius/Charles		100.00	2 Transactions		
5960 Wilmo/Wesley S.		Drive vet van St Cloud	7/31/19	Per Diem	Y
		50.00			
5960 Wilmo/Wesley S.		50.00	1 Transactions		
9063 Workman/Jeff		Drive Vet van St Cloud	7/1/19	Per Diem	Y
		50.00			
		50.00	7/3/19	Per Diem	Y
9063 Workman/Jeff		100.00	2 Transactions		
120 DEPT Total:		961.88	Service Officer	13 Vendors	15 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Invoice #	Account/Formula Descripti	1099
								Paid On Bhf #		On Behalf of Name	
122	DEPT					Planning & Zoning					
	783	Canon Financial Services, Inc									
		01- 122- 000- 0000- 6231			166.12	Copier Contract #046		20321370		Services, Labor, Contracts, Programm	N
	783	Canon Financial Services, Inc			166.12				1 Transactions		
15284	Eilefson/Brent										
		01- 122- 000- 0000- 6820			150.00	Refund App2019- 004826				Refunds & Reimbursements	N
15284	Eilefson/Brent				150.00				1 Transactions		
13066	Hargrave/Bryan										
		01- 122- 000- 0000- 6231			1,750.00	5 days @\$350				Services, Labor, Contracts, Programm	Y
						07/08/2019	07/12/2019				
		01- 122- 000- 0000- 6231			1,750.00	5 days @\$350				Services, Labor, Contracts, Programm	Y
						07/22/2019	07/26/2019				
		01- 122- 000- 0000- 6231			1,750.00	5 days @\$350				Services, Labor, Contracts, Programm	Y
						07/29/2019	08/02/2019				
13066	Hargrave/Bryan				5,250.00				3 Transactions		
14832	Kulifaj / Stephen										
		01- 122- 000- 0000- 6350			40.00	PC Onsites				Per Diem	Y
		01- 122- 038- 0000- 6330			131.08	PC Mileage		226@.58		Boa/Pc Mileage	N
		01- 122- 000- 0000- 6350			50.00	PC Meeting		7/15/19		Per Diem	Y
14832	Kulifaj / Stephen				221.08				3 Transactions		
11990	Lange/David										
		01- 122- 000- 0000- 6350			30.00	PC Onsites				Per Diem	Y
		01- 122- 038- 0000- 6330			104.40	PC Mileage		180@.58		Boa/Pc Mileage	N
		01- 122- 000- 0000- 6350			50.00	PC Meeting		7/15/19		Per Diem	Y
11990	Lange/David				184.40				3 Transactions		
4400	Security State Bank										
		01- 122- 052- 0000- 6304			11,525.00	Ag BMP Loan Cermak				ISTS AG BMP EXPENSES	N
4400	Security State Bank				11,525.00				1 Transactions		
13424	Sonnee/Dennise J										
		01- 122- 000- 0000- 6350			30.00	PC Onsites				Per Diem	Y
		01- 122- 038- 0000- 6330			101.50	PC Mileage		175@.58		Boa/Pc Mileage	N
		01- 122- 000- 0000- 6350			50.00	PC Meeting		7/15/19		Per Diem	Y

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
13424 Sonnee/Dennise J		181.50	3 Transactions		
6097 Verizon Wireless					
01- 122- 000- 0000- 6250		41.61	P&Z Cellular	38069013800001	Telephone N
6097 Verizon Wireless		41.61	1 Transactions		
10895 Westerlund/Laurie Ann					
01- 122- 000- 0000- 6350		30.00	PC Onsites		Per Diem N
01- 122- 038- 0000- 6330		105.56	PC Mileage	182@.58	Boa/Pc Mileage N
10895 Westerlund/Laurie Ann		135.56	2 Transactions		
14908 Yellowstone Log Homes of McGregor					
01- 122- 000- 0000- 6820		200.00	Partial refund App2019- 004712		Refunds & Reimbursements N
14908 Yellowstone Log Homes of McGregor		200.00	1 Transactions		
122 DEPT Total:		18,055.27	Planning & Zoning	10 Vendors	19 Transactions
123 DEPT			Coroner		
3987 Ramsey County Medical Examiner					
01- 123- 000- 0000- 6260		1,474.00	ME 19- 1746, Medex 025761	07/05/19	Autopsies- - Pathologist, Xrays, Etc N
01- 123- 000- 0000- 6260		525.00	ME 19- 1817, Medex 025762	07/12/19	Autopsies- - Pathologist, Xrays, Etc N
3987 Ramsey County Medical Examiner		1,999.00	2 Transactions		
123 DEPT Total:		1,999.00	Coroner	1 Vendors	2 Transactions
200 DEPT			Enforcement		
86359 Aitkin Co Attorney					
01- 200- 039- 0000- 6425		1,275.00	Services 2nd Quarter 2019		Gun Permit Expenses N
86359 Aitkin Co Attorney		1,275.00	1 Transactions		
15239 AT&T Mobility					
01- 200- 000- 0000- 6250		864.48	Deputy Cell & Squad PCs	287258495419	Telephone N
15239 AT&T Mobility		864.48	1 Transactions		
10442 Bureau Of Crim.Apprehension					
01- 200- 039- 0000- 6425		640.00	permit to carry issued	01- 000061	Gun Permit Expenses N
10442 Bureau Of Crim.Apprehension		640.00	1 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1775 Galls LLC		149.97	uniform pants #211	013114789	Clothing Allowance	N
1775 Galls LLC		149.97		1 Transactions		
9748 Gary L. Fischler & Associates, Pa		650.00	Pre-employment screening	11665	Physical Examinations	Y
9748 Gary L. Fischler & Associates, Pa		650.00		1 Transactions		
3337 Minnesota County Attorneys Association		132.00	forfeiture forms, prop receipt	200005695	Office Supplies	N
3337 Minnesota County Attorneys Association		132.00		1 Transactions		
3760 Palisade Cooperative Oil Assoc		32.49	#217 gas	432095	Gas And Oil	N
		18.93	#209 gas	432538	Gas And Oil	N
		27.93	#209 gas	433467	Gas And Oil	N
3760 Palisade Cooperative Oil Assoc		79.35		3 Transactions		
13005 Tactical Solutions		416.00	annual radar calibration	7386	Services & Labor (Incl Contracts)	N
13005 Tactical Solutions		416.00		1 Transactions		
86235 The Office Shop Inc		57.97	office supplies	1066703-0	Office Supplies	N
		14.25	lined paper	1066703-1	Office Supplies	N
86235 The Office Shop Inc		72.22		2 Transactions		
13934 Tire Barn		25.00	tire repair #223 squad	48888	Car Maintenance	N
13934 Tire Barn		25.00		1 Transactions		
200 DEPT Total:		4,304.02	Enforcement	10 Vendors	13 Transactions	
202 DEPT			Boat & Water			
15239 AT&T Mobility		72.35	B&W cell & squad PC	287258495419	Telephone	N
15239 AT&T Mobility		72.35		1 Transactions		
6049 Farm Island Repair & Marine						

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LAH1  
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099		
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
		01- 202- 000- 0000- 6302	82.97	CO2 refill kits, taillight	67237	B&W Maintenance	N
		01- 202- 000- 0000- 6302	89.00	prop repair	67423	B&W Maintenance	N
<b>6049 Farm Island Repair &amp; Marine</b>		<b>171.97</b>		<b>2 Transactions</b>			
<b>3950 Public Utilities</b>							
		01- 202- 000- 0000- 6254	27.29	Boat & Water	0200063119006	Utilities	N
<b>3950 Public Utilities</b>		<b>27.29</b>		<b>1 Transactions</b>			
<b>13934 Tire Barn</b>							
		01- 202- 000- 0000- 6302	20.00	tire repair B&W	20266	B&W Maintenance	N
<b>13934 Tire Barn</b>		<b>20.00</b>		<b>1 Transactions</b>			
<b>202 DEPT Total:</b>		<b>291.61</b>	<b>Boat &amp; Water</b>	<b>4 Vendors</b>		<b>5 Transactions</b>	
<b>252 DEPT</b>			<b>Corrections</b>				
<b>14005 American Tower Corporation</b>							
		01- 252- 000- 0000- 6231	346.06	Jacobson tower lease	406398903	Services & Labor (Incl Contracts)	N
<b>14005 American Tower Corporation</b>		<b>346.06</b>		<b>1 Transactions</b>			
<b>12106 Antoine Electric</b>							
		01- 252- 000- 0000- 6590	82.00	connect mini AC unit	16915	Repair & Maintenance Supplies	Y
<b>12106 Antoine Electric</b>		<b>82.00</b>		<b>1 Transactions</b>			
<b>15239 AT&amp;T Mobility</b>							
		01- 252- 000- 0000- 6250	46.64	jail cell phone	287258495419	Telephone	N
<b>15239 AT&amp;T Mobility</b>		<b>46.64</b>		<b>1 Transactions</b>			
<b>783 Canon Financial Services, Inc</b>							
		01- 252- 000- 0000- 6231	101.52	dispatch copier lease	20286469	Services & Labor (Incl Contracts)	N
<b>783 Canon Financial Services, Inc</b>		<b>101.52</b>		<b>1 Transactions</b>			
<b>5583 Crawford Supply Company</b>							
		01- 252- 252- 0000- 6405	194.04	commissary	1166573	Prisoner Welfare	N
<b>5583 Crawford Supply Company</b>		<b>194.04</b>		<b>1 Transactions</b>			
<b>9211 Derby Industries</b>							
		01- 252- 000- 0000- 6409	121.25	shower curtains	054846	Jail Supplies	N
<b>9211 Derby Industries</b>		<b>121.25</b>		<b>1 Transactions</b>			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor Name	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
No. Account/Formula	Accr					
1598 Ferrara's Htg Air Cond & Refrig Inc		2,602.00	heat pump condenser	9897	Repair & Maintenance Supplies	N
1598 Ferrara's Htg Air Cond & Refrig Inc		2,602.00		1 Transactions		
14559 Goodin Company		781.60	6" damper drive water heater	06542552- 00	Repair & Maintenance Supplies	N
14559 Goodin Company		781.60		1 Transactions		
1880 Gravelle Plumbing & Heating, Inc		82.24	slip joint extension tube	81049	Repair & Maintenance Supplies	N
1880 Gravelle Plumbing & Heating, Inc		82.24		1 Transactions		
5503 Keefe Supply Company		517.92	commissary supplies	1166572	Prisoner Welfare	N
5503 Keefe Supply Company		517.92		1 Transactions		
13844 McKesson Medical Surgical		119.79	saline wash, alcohol pads	59298576	Medical Expenses & Supplies - Inmat	N
13844 McKesson Medical Surgical		3.10	contact lense case	59532634	Medical Expenses & Supplies - Inmat	N
13844 McKesson Medical Surgical		122.89		2 Transactions		
13691 MEnD Correctional Care, PLLC		150.00	8- panel drug screen cards	4120	Medical Expenses & Supplies - Inmat	6
13691 MEnD Correctional Care, PLLC		606.24	novolog insulin, zofran, etc	4131	Medical Expenses & Supplies - Inmat	6
13691 MEnD Correctional Care, PLLC		756.24		2 Transactions		
9692 Minnesota Energy Resources Corporation		471.87	Jail utilities	505221458	Utilities & Heating	N
9692 Minnesota Energy Resources Corporation		389.64	Jail utilities	505399584	Utilities & Heating	N
9692 Minnesota Energy Resources Corporation		19.03	Utilities STS	506726121	Utilities & Heating	N
9692 Minnesota Energy Resources Corporation		880.54		3 Transactions		
9228 North Memorial Ambulance Service		467.83	xport to Riverwood (Itasca)	2177963 Finken	Medical Expenses & Supplies - Inmat	N
9228 North Memorial Ambulance Service		467.83		1 Transactions		
3789 Pan- O- Gold Baking Company		121.38	groceries 5- 23- 19	10002419143019	Groceries	N
3789 Pan- O- Gold Baking Company		115.16	groceries	10002419199023	Groceries	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
01- 252- 000- 0000- 6418		84.74		Groceries	N
<b>3789 Pan- O- Gold Baking Company</b>		<b>321.28</b>			
			3 Transactions		
<b>3950 Public Utilities</b>					
01- 252- 000- 0000- 6254		48.67		Utilities & Heating	N
01- 252- 000- 0000- 6254		8,665.71		Utilities & Heating	N
01- 252- 000- 0000- 6254		1,483.55		Utilities & Heating	N
<b>3950 Public Utilities</b>		<b>10,197.93</b>			
			3 Transactions		
<b>11538 RCB Collections Range Credit Bureau Inc</b>					
01- 252- 000- 0000- 6231		15.13		Services & Labor (Incl Contracts)	N
<b>11538 RCB Collections Range Credit Bureau Inc</b>		<b>15.13</b>			
			1 Transactions		
<b>9295 Reinhart Foodservice</b>					
01- 252- 000- 0000- 6418		2,212.43		Groceries	Y
01- 252- 000- 0000- 6418		1,744.97		Groceries	Y
<b>9295 Reinhart Foodservice</b>		<b>3,957.40</b>			
			2 Transactions		
<b>86235 The Office Shop Inc</b>					
01- 252- 000- 0000- 6405		57.97		Office & Computer Supplies	N
01- 252- 000- 0000- 6405		14.25		Office & Computer Supplies	N
<b>86235 The Office Shop Inc</b>		<b>72.22</b>			
			2 Transactions		
<b>13934 Tire Barn</b>					
01- 252- 000- 0000- 6302		749.57		Car Maintenance	N
<b>13934 Tire Barn</b>		<b>749.57</b>			
			1 Transactions		
<b>252 DEPT Total:</b>		<b>22,416.30</b>		<b>Corrections</b>	
				<b>20 Vendors</b>	
				<b>30 Transactions</b>	
<b>253 DEPT</b>				<b>Sentence to Serve</b>	
<b>15239 AT&amp;T Mobility</b>					
01- 253- 000- 0000- 6250		32.98		Telephone	N
<b>15239 AT&amp;T Mobility</b>		<b>32.98</b>			
			1 Transactions		
<b>253 DEPT Total:</b>		<b>32.98</b>		<b>Sentence to Serve</b>	
				<b>1 Vendors</b>	
				<b>1 Transactions</b>	
<b>257 DEPT</b>				<b>Community Corrections</b>	
<b>783 Canon Financial Services, Inc</b>					



# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
783 Canon Financial Services, Inc		Copier contract #036	20286465	Office Equipment Rental/Contracts	N
5398 CDW Government, Inc		Microsoft Office	TBQ8684	Software License Fees	N
5398 CDW Government, Inc		Microsoft Office	TBQ8684	Software License Fees	N
12844 Department of Corrections		Onsite meals for training	556349	Meals (Not Overnight)	N
12844 Department of Corrections		Onsite meals for training	556349	Meals (Not Overnight)	N
3343 Genz/Kameron		MACCAC Director's meeting	171@.48	Mileage	N
3343 Genz/Kameron		MACCAC Director's meeting	171@.48	Mileage	N
9489 Redwood Toxicology Laboratory, Inc		Urinalysis Testing	02239920196	Drug Testing Fee	6
9489 Redwood Toxicology Laboratory, Inc		Urinalysis Testing	02239920196	Drug Testing Fee	6
257 DEPT Total:		Community Corrections	5 Vendors	5 Transactions	
391 DEPT		Solid Waste			
86222 Aitkin Independent Age		E Waste Ad	711305	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		E Waste Ad	711305	Printing, Publishing & Adv	N
1754 Garrison Disposal Company, Inc		Monthly recycling	April	Recycling Contract	N
1754 Garrison Disposal Company, Inc		Monthly recycling	May	Recycling Contract	N
4599 Thompson Traffic Signs		Signs for recycle collection	1903	Office & Film Supplies	N
4599 Thompson Traffic Signs		Signs for recycle collection	1903	Office & Film Supplies	N
6097 Verizon Wireless		Neff cellular	28625229900001	Telephone	N
6097 Verizon Wireless		Neff cellular	28625229900001	Telephone	N

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1 General Fund

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
391	DEPT Total:		23,546.47	Solid Waste	4 Vendors	5 Transactions	
600	DEPT			Ag Society, Soil & Water, Ag Inspect			
	91345 Elvecrog/Roberta C						
	01-600-552-0000-6350		70.00	SRW meetings	6/24 & 7/22	SRW Per Diem	Y
	91345 Elvecrog/Roberta C		70.00		1 Transactions		
600	DEPT Total:		70.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions	
1	Fund Total:		132,422.70	General Fund		153 Transactions	

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3 Road & Bridge

# Aitkin County



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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
15288	TENNISON/DENNIS 03-000-000-0000-5855		225.00	CALCIUM CHLORIDE REFUND		Charges- Individuals	N
15288	TENNISON/DENNIS		225.00	1 Transactions			
5425	The Frontiersmen 03-000-000-0000-5855		90.00	CALCIUM CHLORIDE REFUND		Charges- Individuals	N
5425	The Frontiersmen		90.00	1 Transactions			
0	<b>DEPT Total:</b>		<b>315.00</b>	<b>Undesignated</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
301	DEPT			R&B Administration			
8491	Avenu Holdings LLC 03-301-000-0000-6300		5,866.90	NEW ROADS	INVB-004757	Service Contracts	N
	03-301-000-0000-6300		260.96	E TIME	INVB-004757	Service Contracts	N
8491	Avenu Holdings LLC		6,127.86	2 Transactions			
783	Canon Financial Services, Inc 03-301-000-0000-6300		162.82	CONTRACT CHARGE	20321367	Service Contracts	N
783	Canon Financial Services, Inc		162.82	1 Transactions			
11605	Shred Right 03-301-000-0000-6400		30.00	DOCUMENT DESTRUCTION	506203	Supplies And Materials	N
11605	Shred Right		30.00	1 Transactions			
301	<b>DEPT Total:</b>		<b>6,320.68</b>	<b>R&amp;B Administration</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
303	DEPT			R&B Highway Maintenance			
50	Aitkin Body Shop, Inc 03-303-000-0000-6298		100.02	AITKIN SHOP SUPPLIES	1648	Shop Maintenance	N
50	Aitkin Body Shop, Inc		100.02	1 Transactions			
195	Aitkin Tire Shop 03-303-000-0000-6590		635.00	TIRES	0-059100	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		120.00	REPAIR LABOR	0059147	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		85.00	TIRES	0059147	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		150.00	REPAIR PARTS	0059147	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		3,288.00	TIRES	0059166	Repair & Maintenance Supplies	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
195	Aitkin Tire Shop					
		4,278.00		5 Transactions		
10452	AT&T Mobility					
	03-303-000-0000-6254	32.98	PAUL'S IPAD SVC	287266104878	Utilities	N
10452	AT&T Mobility	32.98		1 Transactions		
86467	Auto Value Aitkin					
	03-303-000-0000-6590	6.99	REPAIR PARTS	40140187	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	19.62	REPAIR PARTS	40141268	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	15.49	FILTERS	40141547	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	767.72	REPAIR PARTS	40141630	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	189.94	AITKIN SHOP SUPPLIES	40141879	Shop Maintenance	N
	03-303-000-0000-6590	377.78	REPAIR PARTS	40142500	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	6.90	REPAIR PARTS	40142595	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	402.50	REPAIR PARTS	40142716	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	127.96	AITKIN SHOP SUPPLIES	40143154	Shop Maintenance	N
86467	Auto Value Aitkin	1,159.34		9 Transactions		
13725	Beartooth True Value					
	03-303-000-0000-6298	39.99	AITKIN SHOP SUPPLIES	B93970	Shop Maintenance	N
13725	Beartooth True Value	39.99		1 Transactions		
8544	Brock White					
	03-303-000-0000-6521	2,086.13	BRIDGE REPAIR	13345621-00	Maintenance Supplies	N
8544	Brock White	2,086.13		1 Transactions		
8175	Centurylink					
	03-303-000-0000-6254	31.53	FAX: HWY OFFICE	JUL/AUG	Utilities	N
8175	Centurylink	31.53		1 Transactions		
163	Charter Communications					
	03-303-000-0000-6254	140.25	PHONE: HWY OFFICE	0-022823071919	Utilities	N
163	Charter Communications	140.25		1 Transactions		
14887	Cintas Corporation					
	03-303-000-0000-6298	19.55	SHOP LAUNDRY	4026285313	Shop Maintenance	N
	03-303-000-0000-6298	19.55	SHOP LAUNDRY	4026772645	Shop Maintenance	N
14887	Cintas Corporation	39.10		2 Transactions		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
9326 <b>Dehn Oil</b>					
03-303-000-0000-6513		15,429.19	AITKIN DIESEL	25139434	Motor Fuel & Lubricants N
03-303-000-0000-6513		7,627.76	MCGREGOR DIESEL	25139754	Motor Fuel & Lubricants N
03-303-000-0000-6513		7,627.76	MCGRATH DIESEL	25139754	Motor Fuel & Lubricants N
<b>9326 Dehn Oil</b>		<b>30,684.71</b>			<b>3 Transactions</b>
7935 <b>East Central Energy</b>					
03-303-000-0000-6254		149.65	JUN- JUL POWER: MCGRATH	34376157	Utilities N
<b>7935 East Central Energy</b>		<b>149.65</b>			<b>1 Transactions</b>
10216 <b>Espeseth Sawmill</b>					
03-303-000-0000-6590		471.00	REPAIR PARTS	712565	Repair & Maintenance Supplies N
<b>10216 Espeseth Sawmill</b>		<b>471.00</b>			<b>1 Transactions</b>
11527 <b>Felling Trailers,Inc</b>					
03-303-000-0000-6590		74.21	REPAIR PARTS	204971	Repair & Maintenance Supplies N
<b>11527 Felling Trailers,Inc</b>		<b>74.21</b>			<b>1 Transactions</b>
8622 <b>Frontier</b>					
03-303-000-0000-6254		71.54	JACOBSON	218-752-6591	Utilities N
03-303-000-0000-6254		71.54	MCGREGOR	218-768-4481	Utilities N
03-303-000-0000-6254		71.54	PALISADE	218-845-2607	Utilities N
03-303-000-0000-6254		91.54	MCGRATH	320-592-3580	Utilities N
<b>8622 Frontier</b>		<b>306.16</b>			<b>4 Transactions</b>
1829 <b>Goble's Sewer Service Inc.</b>					
03-303-000-0000-6298		165.00	PALISADE SHOP	13897	Shop Maintenance N
<b>1829 Goble's Sewer Service Inc.</b>		<b>165.00</b>			<b>1 Transactions</b>
7525 <b>Hometown Bldg Supply</b>					
03-303-000-0000-6521		14.49	CULVERT REPAIR	27635	Maintenance Supplies N
03-303-000-0000-6521		225.00	CULVERT REPAIR	27680	Maintenance Supplies N
<b>7525 Hometown Bldg Supply</b>		<b>239.49</b>			<b>2 Transactions</b>
8101 <b>Kris Engineering Inc</b>					
03-303-000-0000-6590		1,532.96	REPAIR PARTS	32116	Repair & Maintenance Supplies N
<b>8101 Kris Engineering Inc</b>		<b>1,532.96</b>			<b>1 Transactions</b>
91187 <b>Lake Country Power</b>					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	Amount				
03-303-000-0000-6254	53.76	JUN- JUL CSAH 14	141979801	Utilities	N
03-303-000-0000-6254	54.02	JUN- JUL CSAH 6	141979901	Utilities	N
<b>91187 Lake Country Power</b>	<b>107.78</b>				
		2 Transactions			
2941 M R Sign Co Inc					
03-303-000-0000-6516	230.05	ATV SIGNS	204909	Signs & Posts	N
03-303-000-0000-6516	26.92	E- 911 SIGN REPLACEMENT	205054	Signs & Posts	N
<b>2941 M R Sign Co Inc</b>	<b>256.97</b>				
		2 Transactions			
10824 Maney International Inc					
03-303-000-0000-6590	508.48	REPAIR PARTS	817419	Repair & Maintenance Supplies	N
<b>10824 Maney International Inc</b>	<b>508.48</b>				
		1 Transactions			
12927 Midwest Machinery Co.					
03-303-000-0000-6590	3.16	REPAIR PARTS	1651332	Repair & Maintenance Supplies	N
03-303-000-0000-6590	184.92	FILTERS	1944739	Repair & Maintenance Supplies	N
03-303-000-0000-6590	169.77	FILTERS	1947163	Repair & Maintenance Supplies	N
03-303-000-0000-6590	45.35	FILTERS	1950965	Repair & Maintenance Supplies	N
03-303-000-0000-6590	706.60	REPAIR PARTS	1954234	Repair & Maintenance Supplies	N
03-303-000-0000-6590	52.04	REPAIR PARTS	1956861	Repair & Maintenance Supplies	N
<b>12927 Midwest Machinery Co.</b>	<b>1,161.84</b>				
		6 Transactions			
14155 Minnesota Beaver Control					
03-303-000-0000-6521	350.00	BEAVER REMOVAL	268620	Maintenance Supplies	Y
03-303-000-0000-6521	236.64	MILEAGE	268620	Maintenance Supplies	N
<b>14155 Minnesota Beaver Control</b>	<b>586.64</b>				
		2 Transactions			
10412 O'Reilly Auto Parts					
03-303-000-0000-6298	47.76	AITKIN SHOP SUPPLIES	1878- 430833	Shop Maintenance	N
<b>10412 O'Reilly Auto Parts</b>	<b>47.76</b>				
		1 Transactions			
3871 People's Security Co. Inc,					
03-303-000-0000-6298	1,452.00	PALISADE SHOP	208831	Shop Maintenance	N
<b>3871 People's Security Co. Inc,</b>	<b>1,452.00</b>				
		1 Transactions			
3950 Public Utilities					
03-303-000-0000-6254	41.39	HWY 210 W & CR 28	02-00059455-00	Utilities	N
03-303-000-0000-6254	78.98	AITKIN SHOP WATER	02-00063335-00	Utilities	N
03-303-000-0000-6254	48.59	HWY 210/169 E & CR 12	02-00063388-00	Utilities	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
3950 Public Utilities		234.73	HWY 47 & CR 12	02-00064092-00	Utilities N
			4 Transactions		
9273 Reichert Enterprises, Inc		354.00	REPAIR LABOR	102402	Repair & Maintenance Supplies Y
		12.58	REPAIR PARTS	102402	Repair & Maintenance Supplies Y
9273 Reichert Enterprises, Inc		366.58			2 Transactions
90805 Temco		15.40	REPAIR PARTS	24097	Repair & Maintenance Supplies Y
		15.00	REPAIR LABOR	24108	Repair & Maintenance Supplies Y
		4.00	REPAIR PARTS	24108	Repair & Maintenance Supplies Y
90805 Temco		34.40			3 Transactions
12788 Timmer Implement of Aitkin		190.40	REPAIR PARTS	IA16085	Repair & Maintenance Supplies N
12788 Timmer Implement of Aitkin		190.40			1 Transactions
12125 Titan Machinery		1,002.28	REPAIR PARTS	12706671 GP	Repair & Maintenance Supplies N
12125 Titan Machinery		1,002.28			1 Transactions
7018 Town Of Macville Treasurer		430.00	SNOWPLOWING	804060	Maintenance Supplies N
		690.00	BLADING	804060	Maintenance Supplies N
7018 Town Of Macville Treasurer		1,120.00			2 Transactions
8605 Wayne's Sanitation Llc		52.51	GARBAGE: MCGRATH	294102	Utilities N
8605 Wayne's Sanitation Llc		52.51			1 Transactions
9642 WEX BANK		42.28-	REBATE	06/08-07/07	Motor Fuel & Lubricants N
		2,883.59	GASOLINE	06/08-07/07	Motor Fuel & Lubricants N
9642 WEX BANK		2,841.31			2 Transactions
5295 Ziegler Inc		146.24	REPAIR PARTS	PC190087364	Repair & Maintenance Supplies N
		578.62	REPAIR PARTS	PC190087436	Repair & Maintenance Supplies N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
03- 303- 000- 0000- 6590		REPAIR PARTS	PC190087437	Repair & Maintenance Supplies	N
5295 Ziegler Inc		3 Transactions			
<b>303 DEPT Total:</b>	<b>52,423.87</b>	<b>R&amp;B Highway Maintenance</b>	<b>33 Vendors</b>	<b>70 Transactions</b>	
<b>307 DEPT</b>		<b>R&amp;B Capital Infrastructure</b>			
86222 Aitkin Independent Age		R&B Capital Infrastructure			
03- 307- 000- 0000- 6230	180.68	SP 001- 070- 006 AD FOR BID	953124	Printing & Publishing	N
86222 Aitkin Independent Age	180.68	1 Transactions			
15286 HARWOOD/CHAD					
03- 307- 000- 0000- 6362	614.00	DAMAGES S23- T49N- R24W	PARCEL NO 27	Right Of Way	N
03- 307- 000- 0000- 6362	1,411.00	LAND R- W S23- T49N- R24W	PARCEL NO 27	Right Of Way	S
15286 HARWOOD/CHAD	2,025.00	2 Transactions			
9802 Kragness/Conrad					
03- 307- 000- 0000- 6362	50.28	PAID DEED TAX ON PROP ACQ	MULT PARCELS	Right Of Way	N
03- 307- 000- 0000- 6362	2.38	PAID DEED TAX ON PROP ACQ	ONE PARCEL	Right Of Way	N
9802 Kragness/Conrad	52.66	2 Transactions			
9239 Mn Department Of Natural Resources- OM					
03- 307- 000- 0000- 6260	115.00	HEARITAGE REVIEW	230056	Professional Services	N
9239 Mn Department Of Natural Resources- OM	115.00	1 Transactions			
15285 WILLIAM & JAMES RANDALL & SARAH SI					
03- 307- 000- 0000- 6362	10,400.00	DAMAGES S30- T43N- R21W	PARCEL NO 28	Right Of Way	N
03- 307- 000- 0000- 6362	925.00	LAND R- W S30- T43N- R21W	PARCEL NO 28	Right Of Way	S
15285 WILLIAM & JAMES RANDALL & SARAH SI	11,325.00	2 Transactions			
<b>307 DEPT Total:</b>	<b>13,698.34</b>	<b>R&amp;B Capital Infrastructure</b>	<b>5 Vendors</b>	<b>8 Transactions</b>	
<b>308 DEPT</b>		<b>R&amp;B Equipment &amp; Facilities</b>			
14156 Div of Alamo Sales Corp		R&B Equipment & Facilities			
03- 308- 000- 0000- 6600	57,142.50	TRACTOR PARTS	6665684	Capital Outlay- Facilities	N
14156 Div of Alamo Sales Corp	57,142.50	1 Transactions			
<b>308 DEPT Total:</b>	<b>57,142.50</b>	<b>R&amp;B Equipment &amp; Facilities</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3 Fund Total:		129,900.39	Road & Bridge		1099 85 Transactions

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5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
257	DEPT 3950 Public Utilities 05-257-000-0000-6254		319.94	Community Corrections Electric Bill 06/16/2019 07/16/2019	03-00000513-03	Utilities- Gas and Electric	N
	3950 Public Utilities		319.94	1 Transactions			
257	<b>DEPT Total:</b>		319.94	<b>Community Corrections</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
390	DEPT 3950 Public Utilities 05-390-000-0000-6254		58.17	Environmental Health (FBL) Electric Bill 06/16/2019 07/16/2019	03-00000513-03	Utilities- Gas and Electric	N
	3950 Public Utilities		58.17	1 Transactions			
390	<b>DEPT Total:</b>		58.17	<b>Environmental Health (FBL)</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
400	DEPT 3950 Public Utilities 05-400-440-0410-6254		407.20	Public Health Department Electric Bill 06/16/2019 07/16/2019	03-00000513-03	Utilities- Gas and Electric	N
	3950 Public Utilities		407.20	1 Transactions			
400	<b>DEPT Total:</b>		407.20	<b>Public Health Department</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
420	DEPT 11051 Department of Human Services 05-420-640-4800-6231		19.30	Income Maintenance CS Monthly Fed Offset Fee 06/01/2019 06/30/2019	A300C919401	Services/Labor/Contracts	N
	05-420-620-4400-6025		913.54	MCRE/GAMC/NONRES RECIP- 06/19 06/01/2019 06/30/2019	A300MM9M01I	State Share- GAMC	N
	05-420-650-4400-6025		2,259.26	MA LTC UN 65 06/01/2019 06/30/2019	A300MM9M01I	State/Fed Share - MA	N
	05-420-650-4400-6025		5,029.10	MA ESTATE COLLECTIONS - FED 06/01/2019 06/30/2019	A300MM9M01I	State/Fed Share - MA	N
	05-420-650-4400-6025		2,514.55	MA ESTATE COLLECTIONS - STATE 06/01/2019 06/30/2019	A300MM9M01I	State/Fed Share - MA	N
	05-420-610-4100-6011		18.75	MAXIS MFIP RECOV STATE 06/01/2019 06/30/2019	A300MX01196I	County Share- Afdc/Mfip	N

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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
05-420-620-4100-6011		997.00	MAXIS GRH RECOVERIES 06/01/2019 06/30/2019	A300MX01196I	County Share - Ga N
05-420-630-4100-6011		8.45	MAXIS FIP FS RECOVERIES 06/01/2019 06/30/2019	A300MX01196I	County Share- Food Support N
<b>11051 Department of Human Services</b>		<b>11,759.95</b>	<b>8 Transactions</b>		
3950 Public Utilities					
05-420-600-4800-6254		843.47	Electric Bill 06/16/2019 07/16/2019	03-00000513-03	Utilities- Gas and Electric N
<b>3950 Public Utilities</b>		<b>843.47</b>	<b>1 Transactions</b>		
13025 ST LOUIS COUNTY AUDITOR					
05-420-600-4800-6239		3,407.77	Reg 3 EDMS- IT Support Qtr 2 20 04/01/2019 06/30/2019	00000789	Software Fees/License Fees N
<b>13025 ST LOUIS COUNTY AUDITOR</b>		<b>3,407.77</b>	<b>1 Transactions</b>		
<b>420 DEPT Total:</b>		<b>16,011.19</b>	<b>Income Maintenance</b>	<b>3 Vendors</b>	<b>10 Transactions</b>
430 DEPT			Social Services		
3390 Minnesota UC Fund					
05-430-700-4820-6267		3,037.60	2nd Quarter 19 Unemployment	Eibes- Rollins	Unemployment Compensation N
<b>3390 Minnesota UC Fund</b>		<b>3,037.60</b>	<b>1 Transactions</b>		
3950 Public Utilities					
05-430-700-4800-6254		1,279.75	Electric Bill 06/16/2019 07/16/2019	03-00000513-03	Utilities- Gas and Electric N
<b>3950 Public Utilities</b>		<b>1,279.75</b>	<b>1 Transactions</b>		
<b>430 DEPT Total:</b>		<b>4,317.35</b>	<b>Social Services</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
<b>5 Fund Total:</b>		<b>21,113.85</b>	<b>Health &amp; Human Services</b>		<b>15 Transactions</b>

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9 State

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
4580	Mn Dept Of Finance						
	09-000-000-0000-2022		220.00	Birth Surcharges		Birth/Death Surcharges	N
	09-000-000-0000-2022		224.00	Death Surcharges		Birth/Death Surcharges	N
	09-000-000-0000-2024		165.00	Children Surcharges		St Share Of Birth Cert.- Children	N
	09-000-000-0000-2031		25.50	Torrens Assurance		Real Estate Assurance (Was 5874 Anc	N
	09-000-000-0000-2036		5,701.50	State General Fund		Recording Surcharges (Was 5871 & 6	N
	09-000-000-0000-2036		550.00	State Gen Fund 2010 Leg Surch		Recording Surcharges (Was 5871 & 6	N
4580	Mn Dept Of Finance		6,886.00		6 Transactions		
3375	Mn Dept Of Health						
	09-000-000-0000-2027		892.50	State Well Certs		State Well Cert Fees (Was 5097 & 620	N
3375	Mn Dept Of Health		892.50		1 Transactions		
0	DEPT Total:		7,778.50	Undesignated	2 Vendors	7 Transactions	
9	Fund Total:		7,778.50	State		7 Transactions	

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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
943	Cook Logging 10- 900- 000- 0000- 2300		5,302.44	Bond refund Rec 731	13700	Timber Permit Bonds	N
943	Cook Logging		5,302.44	1 Transactions			
13447	Futurewood 10- 900- 000- 0000- 2300		2,015.63	Bond refund Rec 710	13437	Timber Permit Bonds	N
13447	Futurewood		2,015.63	1 Transactions			
11574	Timber Transport- Curt Raveill 10- 900- 000- 0000- 2300		578.50	Bond refund Rec 215	13333	Timber Permit Bonds	N
11574	Timber Transport- Curt Raveill		578.50	1 Transactions			
900	<b>DEPT Total:</b>		<b>7,896.57</b>	<b>Timber Permit Bonds</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
921	DEPT			Co. Development			
9373	ESRI 10- 921- 000- 0000- 6231		3,198.33	GIS software maint & support	93657704	Services, Labor, Contracts	N
9373	ESRI		3,198.33	1 Transactions			
14669	Jindra/Paul 10- 921- 000- 0000- 6231		550.00	Beaver Trapping	11@\$50	Services, Labor, Contracts	Y
14669	Jindra/Paul		550.00	1 Transactions			
11324	Otto's Lawn Care Llc 10- 921- 000- 0000- 6231		100.00	Mow Round Lake	4844	Services, Labor, Contracts	Y
11324	Otto's Lawn Care Llc		100.00	1 Transactions			
921	<b>DEPT Total:</b>		<b>3,848.33</b>	<b>Co. Development</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
923	DEPT			Forfeited Tax Sales			
170	Aitkin Motor Company 10- 923- 000- 0000- 6590		263.62	Oil change, wiring harness	24290	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		263.62	1 Transactions			
248	Association of Mn Counties 10- 923- 000- 0000- 6208		129.00	Leadership training	53686	Training/Education	N

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10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
248 Association of Mn Counties		129.00				
			1 Transactions			
10452 AT&T Mobility						
10- 923- 000- 0000- 6250		276.49	Phone	287257204209	Telephone	N
10452 AT&T Mobility		276.49				
			1 Transactions			
86467 Auto Value Aitkin						
10- 923- 000- 0000- 6590		113.44	Strap, oil, towels	40141990	Repair & Maintenance Supplies	N
10- 923- 000- 0000- 6590		169.52	Oil, prime	40142577	Repair & Maintenance Supplies	N
86467 Auto Value Aitkin		282.96				
			2 Transactions			
14999 Bolton & Menk, Inc.						
10- 923- 000- 0000- 6231		512.00	Hydrologic modeling	235983	Services, Labor, Contracts	N
10- 923- 000- 0000- 6231		5,491.00	Project design and plan set	235983	Services, Labor, Contracts	N
14999 Bolton & Menk, Inc.		6,003.00				
			2 Transactions			
783 Canon Financial Services, Inc						
10- 923- 000- 0000- 6231		327.05	Contract 034	20286464	Services, Labor, Contracts	N
783 Canon Financial Services, Inc		327.05				
			1 Transactions			
163 Charter Communications						
10- 923- 000- 0000- 6254		194.98	Business internet	45857072019	Utilities	N
163 Charter Communications		194.98				
			1 Transactions			
3760 Palisade Cooperative Oil Assoc						
10- 923- 000- 0000- 6511		26.66	Gas	433484	Gas And Oil	N
3760 Palisade Cooperative Oil Assoc		26.66				
			1 Transactions			
14386 Paradigm Automotive						
10- 923- 000- 0000- 6590		48.63	LOF #224	8115	Repair & Maintenance Supplies	N
14386 Paradigm Automotive		48.63				
			1 Transactions			
11574 Timber Transport- Curt Raveill						
10- 923- 000- 0000- 6820		3,003.51	Overappraised refund	13333	Refunds & Reimbursements	N
11574 Timber Transport- Curt Raveill		3,003.51				
			1 Transactions			
15290 Tracked Vehicles LLC						
10- 923- 000- 0000- 6231		5,352.20	Roadside mowing	6100- 19	Services, Labor, Contracts	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
8/5/19 1:26PM  
10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15290	Tracked Vehicles LLC		5,352.20		1 Transactions		
13234	Western EcoSystems Technology, Inc.						
	10- 923- 000- 0000- 6231		2,432.58	Project 734- 03.001	66197	Services, Labor, Contracts	N
13234	Western EcoSystems Technology, Inc.		2,432.58		1 Transactions		
923	<b>DEPT Total:</b>		18,340.68	<b>Forfeited Tax Sales</b>	<b>12 Vendors</b>	<b>14 Transactions</b>	
926	DEPT			Law Library			
1976	Haberkorn Law Offices,Ltd						
	10- 926- 000- 0000- 6232		110.00	Law Library self help program		Attorney Services	Y
1976	Haberkorn Law Offices,Ltd		110.00		1 Transactions		
5173	Thomson Reuters- West Publishing						
	10- 926- 000- 0000- 6408		801.33	Library Subscription	840613162	Law Books	N
5173	Thomson Reuters- West Publishing		801.33		1 Transactions		
926	<b>DEPT Total:</b>		911.33	<b>Law Library</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
10	<b>Fund Total:</b>		30,996.91	<b>Trust</b>		<b>22 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
8/5/19 1:26PM  
11 Forest Development

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
925	DEPT					Resource Management			
	6049	Farm Island Repair & Marine							
		11- 925- 000- 0000- 6590			133.92	Oil filter & change	67030	Repair & Maintenance Supplies	N
	6049	Farm Island Repair & Marine			133.92	1 Transactions			
925	<b>DEPT Total:</b>				133.92	<b>Resource Management</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
935	DEPT					Forest Road			
	10452	AT&T Mobility							
		11- 935- 000- 0000- 6250			69.12	Phone	287257204209	Telephone	N
	10452	AT&T Mobility			69.12	1 Transactions			
	4711	Sunnys Citgo							
		11- 935- 000- 0000- 6511			75.00	Gas	1014592	Gas And Oil	N
		11- 935- 000- 0000- 6511			75.00	Gas	1015025	Gas And Oil	N
	4711	Sunnys Citgo			150.00	2 Transactions			
935	<b>DEPT Total:</b>				219.12	<b>Forest Road</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
939	DEPT					County Surveyor			
	10452	AT&T Mobility							
		11- 939- 000- 0000- 6250			34.56	Phone	287257204209	Telephone	N
	10452	AT&T Mobility			34.56	1 Transactions			
	1701	Forestry Suppliers Inc							
		11- 939- 000- 0000- 6610			109.90	Brush axe	567582- 00	Equipment	N
	1701	Forestry Suppliers Inc			109.90	1 Transactions			
939	<b>DEPT Total:</b>				144.46	<b>County Surveyor</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
11	<b>Fund Total:</b>				497.50	<b>Forest Development</b>		<b>6 Transactions</b>	



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
8/5/19 1:26PM  
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521 DEPT		LLCC Administration			
783 Canon Financial Services, Inc					
19- 521- 000- 0000- 6231		Copier contract #037	20286475	Services, Labor, Contracts	N
783 Canon Financial Services, Inc					
			1 Transactions		
13475 Carlson/Wendie					
19- 521- 000- 0000- 6208		Mileage to Director's meeting	292@.58	Training/Education	N
13475 Carlson/Wendie					
			1 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
19- 521- 000- 0000- 6254		Director's Residence	27- 13- 004- 01	Utilities	N
19- 521- 000- 0000- 6254		Energy Center	27- 13- 005- 02	Utilities	N
19- 521- 000- 0000- 6254		Dining Hall	27- 13- 006- 01	Utilities	N
19- 521- 000- 0000- 6254		North Star Lodge	27- 13- 007- 03	Utilities	N
19- 521- 000- 0000- 6254		Parking Lot	27- 13- 008- 01	Utilities	N
19- 521- 000- 0000- 6254		Staff Residence	27- 13- 009- 01	Utilities	N
3160 Mille Lacs Energy Coop- Albert Lea					
			6 Transactions		
521 DEPT Total:		LLCC Administration	3 Vendors	8 Transactions	
521 DEPT		LLCC Education			
86336 Arrowhead Transit- Virginia					
19- 522- 000- 0000- 6416		Forkhorn camp transportation	ARS216415	Education Supplies	N
86336 Arrowhead Transit- Virginia					
			1 Transactions		
522 DEPT Total:		LLCC Education	1 Vendors	1 Transactions	
523 DEPT		LLCC Food			
4968 Upper Lakes Foods, Inc					
19- 523- 000- 0000- 6420		Supplies	510149- 00	Food Service Supplies	N
4968 Upper Lakes Foods, Inc					
			1 Transactions		
523 DEPT Total:		LLCC Food	1 Vendors	1 Transactions	
524 DEPT		LLCC Maintenance			
88628 Dalco					
19- 524- 000- 0000- 6422		Cleaner, toilet paper	3475578	Janitorial Services/Supplies	N
19- 524- 000- 0000- 6422		Paper towels	3475934	Janitorial Services/Supplies	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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19 Long Lake Conservation C

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
88628 Dalco		274.62				
			2 Transactions			
2340 Hyytinen Hardware Hank						
19- 524- 000- 0000- 6590		9.46	Switch for proofer	1520743	Repair & Maintenance Supplies	N
2340 Hyytinen Hardware Hank		9.46				
			1 Transactions			
3390 Minnesota UC Fund						
19- 524- 000- 0000- 6267		132.79	2nd Quarter 19 Unemployment	Knudsen, Maite	Unemployment Compensation	N
3390 Minnesota UC Fund		132.79				
			1 Transactions			
524 DEPT Total:		416.87	LLCC Maintenance	3 Vendors	4 Transactions	
19 Fund Total:		2,508.53	Long Lake Conservation Center		14 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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21 Parks

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Invoice #	Account/Formula Descripti	1099
								Paid On Bhf #		On Behalf of Name	
520	DEPT					Parks					
15223	<b>Aardvark Septic Pumping</b>										
		21- 520- 000- 0000- 6231			150.00	Round Lake Rental		28516		Services, Labor, Contracts	Y
		21- 520- 000- 0000- 6231			99.00	Haypoint/Swatara Rental		28516		Services, Labor, Contracts	Y
		21- 520- 000- 0000- 6231			99.00	Blind Lake Rental		28516		Services, Labor, Contracts	Y
		21- 520- 000- 0000- 6231			240.00	Lone Lake Rental		28517		Services, Labor, Contracts	Y
		21- 520- 000- 0000- 6231			240.00	Lone Lake Rental		28517		Services, Labor, Contracts	Y
15223	<b>Aardvark Septic Pumping</b>				828.00		5 Transactions				
10452	<b>AT&amp;T Mobility</b>										
		21- 520- 000- 0000- 6250			69.12	Phone		287257204209		Telephone	N
10452	<b>AT&amp;T Mobility</b>				69.12		1 Transactions				
13725	<b>Beartooth True Value</b>										
		21- 520- 000- 0000- 6406			43.98	Shovel		A75320		Field Supplies	N
		21- 520- 000- 0000- 6406			42.47	Shovel, hardware		B90637		Field Supplies	N
13725	<b>Beartooth True Value</b>				86.45		2 Transactions				
8434	<b>DLT Solutions, Inc</b>										
		21- 520- 000- 0000- 6231			4,262.04	Annual subscription renewal		SI439079		Services, Labor, Contracts	N
8434	<b>DLT Solutions, Inc</b>				4,262.04		1 Transactions				
1829	<b>Goble's Sewer Service Inc.</b>										
		21- 520- 000- 0000- 6231			120.00	Aitkin Campground		13994		Services, Labor, Contracts	N
		21- 520- 000- 0000- 6231			120.00	Berglund Park dumpstation		14180		Services, Labor, Contracts	N
1829	<b>Goble's Sewer Service Inc.</b>				240.00		2 Transactions				
9354	<b>Kangas Enterprise, Inc</b>										
		21- 520- 000- 0000- 6231			85.00	Axtell rental		17801		Services, Labor, Contracts	N
		21- 520- 000- 0000- 6231			85.00	Lawler trailhead rental		17801		Services, Labor, Contracts	N
		21- 520- 000- 0000- 6231			85.00	McGrath Soo Line rental		17801		Services, Labor, Contracts	N
		21- 520- 000- 0000- 6231			85.00	McGregor Trailhead rental		17801		Services, Labor, Contracts	N
9354	<b>Kangas Enterprise, Inc</b>				340.00		4 Transactions				
3950	<b>Public Utilities</b>										
		21- 520- 000- 0000- 6254			227.94	Land Dept		0200000348003		Utilities	N
		21- 520- 000- 0000- 6254			124.38	Miss Access		0200063077005		Utilities	N
		21- 520- 000- 0000- 6254			175.54	Parks shower		0200063077050		Utilities	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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21 Parks

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3950	Public Utilities		527.86				
				3 Transactions			
15211	Quality Disposal Systems Inc						
	21- 520- 000- 0000- 6231		193.05	Snake River Garbage	1187622	Services, Labor, Contracts	N
15211	Quality Disposal Systems Inc		193.05				
				1 Transactions			
520	DEPT Total:		6,546.52	Parks	8 Vendors	19 Transactions	
21	Fund Total:		6,546.52	Parks		19 Transactions	
	Final Total:		331,764.90	202 Vendors	321 Transactions		

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	132,422.70	General Fund
3	129,900.39	Road & Bridge
5	21,113.85	Health & Human Services
9	7,778.50	State
10	30,996.91	Trust
11	497.50	Forest Development
19	2,508.53	Long Lake Conservation Center
21	6,546.52	Parks
<b>All Funds</b>	<b>331,764.90</b>	<b>Total</b>

Approved by, .....

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LAH1  
7/22/19 1:24PM

# Aitkin County

2F



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

Period One Tax Overpays

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
7/22/19 1:24PM  
13 Taxes & Penalties

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
943 DEPT			Taxes And Penalties		
15262 Absolute Title Company LLC 13- 943- 000- 0000- 2001		20.00	Overpay 29- 1- 525400		Cur - Property Taxes N
15262 Absolute Title Company LLC		20.00		1 Transactions	
86198 Aitkin County Treasurer 13- 943- 000- 0000- 2001		20.30			Cur - Property Taxes N
86198 Aitkin County Treasurer		20.30		1 Transactions	
14577 Aitkin Woods 13- 943- 000- 0000- 2001		98.00	Overpay 56- 1- 182200		Cur - Property Taxes N
14577 Aitkin Woods		98.00		1 Transactions	
14446 American Bank 13- 943- 000- 0000- 2001		14.00	Overpay 12- 0- 024902		Cur - Property Taxes N
14446 American Bank		14.00		1 Transactions	
15261 Bank Vista 13- 943- 000- 0000- 2001		1,201.00	Overpay 29- 1- 155800		Cur - Property Taxes N
15261 Bank Vista		1,201.00		1 Transactions	
12627 Bremer Bank 13- 943- 000- 0000- 2001		84.00	Overpay 29- 1- 119300		Cur - Property Taxes N
12627 Bremer Bank		84.00		1 Transactions	
15257 Bullock/Scott 13- 943- 000- 0000- 2001		10.00	Overpay 18- 0- 007300		Cur - Property Taxes N
15257 Bullock/Scott		10.00		1 Transactions	
11472 Corelogic Centralized Refunds 13- 943- 000- 0000- 2001		2,571.00	Overpayment		Cur - Property Taxes N
11472 Corelogic Centralized Refunds		2,571.00		1 Transactions	
13510 Cummings/Jan 13- 943- 000- 0000- 2001		466.00	Overpay 07- 1- 090200		Cur - Property Taxes N
13510 Cummings/Jan		466.00		1 Transactions	
15264 Ecklund/Daniel 13- 943- 000- 0000- 2001		76.00	Overpay 36- 0- 015400		Cur - Property Taxes N

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
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13 Taxes & Penalties

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
15264 Ecklund/Daniel		76.00		1 Transactions		
13512 Ellis/Robert						
13- 943- 000- 0000- 2001		26.00	Overpay 29- 1- 100100		Cur - Property Taxes	N
13512 Ellis/Robert		26.00		1 Transactions		
15258 Erickson/Mickal J						
13- 943- 000- 0000- 2001		49.00	Overpay 19- 0- 040500		Cur - Property Taxes	N
15258 Erickson/Mickal J		49.00		1 Transactions		
15265 Finn/Theresa P						
13- 943- 000- 0000- 2001		47.00	Overpay 52- 0- 011402		Cur - Property Taxes	N
15265 Finn/Theresa P		47.00		1 Transactions		
15256 Fisher/Gerald						
13- 943- 000- 0000- 2001		24.00	Overpay 16- 1- 061501		Cur - Property Taxes	N
15256 Fisher/Gerald		24.00		1 Transactions		
15172 GABRIELSON/LEAH						
13- 943- 000- 0000- 2001		53.00	Overpay 34- 0- 043800		Cur - Property Taxes	S
15172 GABRIELSON/LEAH		53.00		1 Transactions		
15253 Heuer/Cary						
13- 943- 000- 0000- 2001		8.00	Overpay 14- 0- 029501		Cur - Property Taxes	N
15253 Heuer/Cary		8.00		1 Transactions		
15246 Keller/Scott						
13- 943- 000- 0000- 2001		75.04	Overpay 02- 1- 077100		Cur - Property Taxes	N
15246 Keller/Scott		75.04		1 Transactions		
15254 Kinsel/Mary						
13- 943- 000- 0000- 2001		21.00	Overpay 14- 1- 071000		Cur - Property Taxes	N
15254 Kinsel/Mary		21.00		1 Transactions		
15263 Lyndgaard/Paul						
13- 943- 000- 0000- 2001		42.00	Overpay 34- 1- 064700		Cur - Property Taxes	N
15263 Lyndgaard/Paul		42.00		1 Transactions		
15247 McNeely/Marlene						



# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
7/22/19 1:24PM  
13 Taxes & Penalties

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15247	McNeely/Marlene		60.00	Overpay 09- 1- 071700		Cur - Property Taxes	N
			60.00		1 Transactions		
14728	Members Cooperative Credit Union						
	13- 943- 000- 0000- 2001		80.00	Overpay 60- 1- 004700		Cur - Property Taxes	N
14728	Members Cooperative Credit Union		80.00		1 Transactions		
13099	Mendez/Sergio						
	13- 943- 000- 0000- 2001		32.00	Overpay 21- 0- 051302		Cur - Property Taxes	N
13099	Mendez/Sergio		32.00		1 Transactions		
15255	Meyer/Kari						
	13- 943- 000- 0000- 2001		458.00	Overpay 15- 0- 060003		Cur - Property Taxes	N
15255	Meyer/Kari		458.00		1 Transactions		
14256	MN National Holdings LLC						
	13- 943- 000- 0000- 2001		12.00	Overpayment		Cur - Property Taxes	N
14256	MN National Holdings LLC		12.00		1 Transactions		
15248	Newell/Nancy						
	13- 943- 000- 0000- 2001		12.00	Overpay 09- 1- 100800		Cur - Property Taxes	N
15248	Newell/Nancy		12.00		1 Transactions		
15260	Olmscheid/Tracy						
	13- 943- 000- 0000- 2001		694.00	Overpay 24- 1- 072900		Cur - Property Taxes	N
15260	Olmscheid/Tracy		694.00		1 Transactions		
15251	Ramacher/Ryan						
	13- 943- 000- 0000- 2001		128.00	Overpay 11- 1- 131000,131100		Cur - Property Taxes	N
15251	Ramacher/Ryan		128.00		1 Transactions		
15249	Schmicking/Judith						
	13- 943- 000- 0000- 2001		10.00	Overpay 11- 0- 041304		Cur - Property Taxes	N
15249	Schmicking/Judith		10.00		1 Transactions		
15250	Skinner/Miranda						
	13- 943- 000- 0000- 2001		42.00	Overpay 11- 0- 048406		Cur - Property Taxes	N
15250	Skinner/Miranda		42.00		1 Transactions		

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
7/22/19 1:24PM  
13 Taxes & Penalties

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
14474	Swedberg/Lindsay	13- 943- 000- 0000- 2001			27.00	Overpay 30- 0- 018000				Cur - Property Taxes	N
14474	Swedberg/Lindsay				27.00		1 Transactions				
15252	Tedford/Michael	13- 943- 000- 0000- 2001			74.82	Overpay 13- 1- 075501				Cur - Property Taxes	N
15252	Tedford/Michael				74.82		1 Transactions				
14855	Terese Wilkerson- Conroy	13- 943- 000- 0000- 2001			9.00	Overpay 11- 1- 126500				Cur - Property Taxes	N
14855	Terese Wilkerson- Conroy				9.00		1 Transactions				
15259	The Servion Group	13- 943- 000- 0000- 2001			136.00	Overpay 24- 0- 041101,041104				Cur - Property Taxes	N
15259	The Servion Group				136.00		1 Transactions				
15245	Thoennes/Michael	13- 943- 000- 0000- 2001			6.00	Overpay 02- 1- 076500				Cur - Property Taxes	N
15245	Thoennes/Michael				6.00		1 Transactions				
5158	Weitnauer/Paula	13- 943- 000- 0000- 2001			18.00	Overpay 01- 1- 146102				Cur - Property Taxes	Y
5158	Weitnauer/Paula				18.00		1 Transactions				
943	DEPT Total:				6,704.16	Taxes And Penalties		35 Vendors		35 Transactions	
13	Fund Total:				6,704.16	Taxes & Penalties				35 Transactions	
	Final Total:				6,704.16		35 Vendors		35 Transactions		

# 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>	
	13	6,704.16	Taxes & Penalties	
	<b>All Funds</b>	<b>6,704.16</b>	<b>Total</b>	Approved by, .....
				.....
				.....

LAH1  
8/6/19

12:03PM

# Aitkin County

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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- 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

*Contegrity*

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
8/6/19 12:03PM  
14 Capital Project

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
949	DEPT			Courthouse Addition			
14928	<b>Always There Staffing - Grand Rapids</b>						
	14- 949- 000- 0000- 6231		479.78		24541	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		166.88		24626	Services, Labor, Contracts	N
14928	<b>Always There Staffing - Grand Rapids</b>		646.66	2 Transactions			
9447	<b>Anderson Glass Co., Inc</b>						
	14- 949- 000- 0000- 6231		23,469.75	Application #4		Services, Labor, Contracts	N
9447	<b>Anderson Glass Co., Inc</b>		23,469.75	1 Transactions			
15056	<b>Bartley Sales Company, Inc.</b>						
	14- 949- 000- 0000- 6231		2,990.60	Application #3		Services, Labor, Contracts	N
15056	<b>Bartley Sales Company, Inc.</b>		2,990.60	1 Transactions			
13725	<b>Beartooth True Value</b>						
	14- 949- 000- 0000- 6231		20.47		B90553	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		71.87		B91422	Services, Labor, Contracts	N
13725	<b>Beartooth True Value</b>		92.34	2 Transactions			
14044	<b>Boarman Kroos Vogel Group Inc</b>						
	14- 949- 000- 0000- 6231		4,670.00	Fee	50503	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		229.83	Expenses	50503	Services, Labor, Contracts	N
14044	<b>Boarman Kroos Vogel Group Inc</b>		4,899.83	2 Transactions			
13545	<b>Contegrity Group, Inc.</b>						
	14- 949- 000- 0000- 6231		6,729.44		2019128	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		18,097.82		2019129	Services, Labor, Contracts	N
13545	<b>Contegrity Group, Inc.</b>		24,827.26	2 Transactions			
10855	<b>Culligan</b>						
	14- 949- 000- 0000- 6231		43.20	Job Trailer	150100460925	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		176.40	Break room	150100461188	Services, Labor, Contracts	N
10855	<b>Culligan</b>		219.60	2 Transactions			
11411	<b>Dorholt Tile &amp; Home Center</b>						
	14- 949- 000- 0000- 6231		36,575.00	Application #2		Services, Labor, Contracts	N
11411	<b>Dorholt Tile &amp; Home Center</b>		36,575.00	1 Transactions			
9969	<b>Fransen Decorating</b>						

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
8/6/19 12:03PM  
14 Capital Project

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
9969 Fransen Decorating		37,428.58	Application #3	Services, Labor, Contracts	N
		37,428.58	1 Transactions		
1754 Garrison Disposal Company, Inc		2,048.00		Services, Labor, Contracts	N
		2,048.00	1 Transactions		
12755 Harbor City Masonry Inc		51,873.45	Application #7	Services, Labor, Contracts	N
		51,873.45	1 Transactions		
14958 Holden Electric Co.		52,840.90	Application #14	Services, Labor, Contracts	N
		52,840.90	1 Transactions		
7525 Hometown Bldg Supply		19.24		Services, Labor, Contracts	N
		246.34		Services, Labor, Contracts	N
		28.65		Services, Labor, Contracts	N
		51.78		Services, Labor, Contracts	N
		346.01	4 Transactions		
15004 LVC (Low Voltage Contractors)		4,746.20	Application #7	Services, Labor, Contracts	N
		4,746.20	1 Transactions		
14071 Marco Technologies LLC		2,862.00		Services, Labor, Contracts	N
		2,862.00	1 Transactions		
14926 Masters Plumbing Heating & Cooling LLC		61,359.88	Applicaton #15	Services, Labor, Contracts	Y
		61,359.88	1 Transactions		
14925 Olympic Companies, Inc.		7,750.10	Application #11	Services, Labor, Contracts	N
		7,750.10	1 Transactions		
9274 Progressive Bldg Systems					

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



LAH1  
8/6/19 12:03PM  
14 Capital Project

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	14- 949- 000- 0000- 6231		Application #3		Services, Labor, Contracts	N
9274	<b>Progressive Bldg Systems</b>					
		18,673.20				
		18,673.20	1 Transactions			
3950	<b>Public Utilities</b>					
	14- 949- 000- 0000- 6231		New Construction	0200000511001	Services, Labor, Contracts	Y
	14- 949- 000- 0000- 6231	339.00	Trailer	0200000513003	Services, Labor, Contracts	Y
		82.15				
3950	<b>Public Utilities</b>					
		421.15				
		421.15	2 Transactions			
14898	<b>Taylor Lake Carpenter LLC</b>					
	14- 949- 000- 0000- 6231			20190701- 1	Services, Labor, Contracts	Y
		240.00				
14898	<b>Taylor Lake Carpenter LLC</b>					
		240.00				
		240.00	1 Transactions			
4777	<b>Thelen Heating &amp; Roofing Inc</b>					
	14- 949- 000- 0000- 6231		Application #8		Services, Labor, Contracts	N
		64,958.91				
4777	<b>Thelen Heating &amp; Roofing Inc</b>					
		64,958.91				
		64,958.91	1 Transactions			
14927	<b>Thurnbeck Steel Fabrication, Inc.</b>					
	14- 949- 000- 0000- 6231		Application #11		Services, Labor, Contracts	N
		10,450.00				
14927	<b>Thurnbeck Steel Fabrication, Inc.</b>					
		10,450.00				
		10,450.00	1 Transactions			
15167	<b>Tom Kraemer, INC.</b>					
	14- 949- 000- 0000- 6231			333709	Services, Labor, Contracts	N
		90.00				
15167	<b>Tom Kraemer, INC.</b>					
		90.00				
		90.00	1 Transactions			
15292	<b>Twin City Acoustics Inc</b>					
	14- 949- 000- 0000- 6231		Application #4		Services, Labor, Contracts	N
		7,410.00				
15292	<b>Twin City Acoustics Inc</b>					
		7,410.00				
		7,410.00	1 Transactions			
949	<b>DEPT Total:</b>	417,219.42	<b>Courthouse Addition</b>	<b>24 Vendors</b>	<b>33 Transactions</b>	
14	<b>Fund Total:</b>	417,219.42	<b>Capital Project</b>		<b>33 Transactions</b>	
	<b>Final Total:</b>	417,219.42	<b>24 Vendors</b>	<b>33 Transactions</b>		

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
14	417,219.42	Capital Project
<b>All Funds</b>	<b>417,219.42</b>	<b>Total</b>

Approved by, .....

.....

.....



LAH1  
8/2/19 2:13PM

# Aitkin County

24



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Manual Warrants

LAH1  
 8/2/19 2:13PM  
 1 General Fund

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT		Undesignated		
	3308 Mn Dept Of Revenue				
	01-000-000-0000-2319		25.00 Replacement State Deed		Unavailable Rev- Land Deed Tax Fund N
	3308 Mn Dept Of Revenue		25.00	1 Transactions	
0	DEPT Total:		25.00 Undesignated	1 Vendors	1 Transactions
1	Fund Total:		25.00 General Fund		1 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1  
8/2/19 2:13PM  
3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT			R&B Capital Infrastructure			
	7050 Anderson Brothers Construction		3,971.99	Final Contract Payment No 3	20185	Contract Payments	N
	03- 307- 000- 0000- 6262			1 Transactions			
	7050 Anderson Brothers Construction		3,971.99				
307	DEPT Total:		3,971.99	R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		3,971.99	Road & Bridge		1 Transactions	
	Final Total:		3,996.99	2 Vendors	2 Transactions		

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	25.00	General Fund
3	3,971.99	Road & Bridge
<b>All Funds</b>	<b>3,996.99</b>	<b>Total</b>

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request

**21**  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** LG214 Premises Permit - Tamarack Sno-Flyers

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> <p style="text-align: center;">Sally M. Huhta</p>		<b>Department:</b> <p style="text-align: center;">Auditor's</p>
<b>Presenter (Name and Title):</b> <p style="text-align: center;">N/A</p>		<b>Estimated Time Needed:</b> <p style="text-align: center;">N/A</p>
<b>Summary of Issue:</b> Please adopt the following resolution:  BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Tamarack Sno-Flyers, at 202 Tavern LLC. This establishment has an address of 49482 202nd Place, McGregor, MN 55760		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Adopt Resolution		
<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

25  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** LG220 Application for Exempt Permit- The Ruffed Grouse Society

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> <p style="text-align: center;">Sally M. Huhta</p>		<b>Department:</b> <p style="text-align: center;">Auditor's</p>
<b>Presenter (Name and Title):</b> <p style="text-align: center;">N/A</p>		<b>Estimated Time Needed:</b> <p style="text-align: center;">N/A</p>
<b>Summary of Issue:</b>  <p>Please adopt the following resolution:</p> <p>BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society / Aitkin Chapter, at the following location – The Landing, which has an address of 170 Southgate Drive, Aitkin, MN 56431 – Aitkin Township. (Note: Date of activity for Raffle – September 12, 2019)</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> <p style="text-align: center;">Adopt Resolution</p>		
<b>Financial Impact:</b> <p>Is there a cost associated with this request?      <input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted?      <input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No      <i>Please Explain:</i></p>		



# Board of County Commissioners Agenda Request

2K  
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Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** LG220 Application for Exempt Permit - Lawler Area Community Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> <p style="text-align: center;">Sally M. Huhta</p>		<b>Department:</b> <p style="text-align: center;">Auditor's</p>
<b>Presenter (Name and Title):</b> <p style="text-align: center;">N/A</p>		<b>Estimated Time Needed:</b> <p style="text-align: center;">N/A</p>
<b>Summary of Issue:</b> Please adopt the following resolution:  BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 16, 2019)		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b>  <p style="text-align: center;">Adopt Resolution</p>		
<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>		

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



# Board of County Commissioners Agenda Request

2L

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Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Large Assembly License - White Pine Logging

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> <p style="text-align: center;">Sally M. Huhta</p>		<b>Department:</b> <p style="text-align: center;">Auditor's</p>
<b>Presenter (Name and Title):</b> <p style="text-align: center;">N/A</p>		<b>Estimated Time Needed:</b> <p style="text-align: center;">N/A</p>
<b>Summary of Issue:</b>  <p>Please approve the following resolution, subject to first receiving approval of the water test and also, receiving both the Surety Bond and Certificate of Insurance for the same:</p> <p>BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:</p> <p>White Pine Logging &amp; Threshing Show – Williams Township.          This is scheduled to take place August 31st, September 1st &amp; 2nd, 2019 from 7:00 A.M. to 12:00 Midnight.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b>  <p style="text-align: center;">Adopt Resolution</p>		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		





# Board of County Commissioners Agenda Request

**2M**  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Correction of Frontier Communications Lease 20190611-044

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
--	---	---

<b>Submitted by:</b> Rich Courtemanche	<b>Department:</b> Land
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<b>Presenter (Name and Title):</b> Rich Courtemanche, Land Commissioner	<b>Estimated Time Needed:</b> N/A
--	--------------------------------------

**Summary of Issue:**

On June 11, 2019, the Aitkin County Board of Commissioners granted Frontier Communications of Mountain Lake MN perpetual (50 year) easements for eleven (11) existing annual easements (20190611-044). Frontier Communications paid the proper fees of \$9,296 and brought all past due leases up to date.

Upon attempting to record the June 11, 2019 County Board Resolution, the recorder's office found that the legal descriptions were too abbreviated to allow for recording of the document. The attached is the corrected document which includes legal descriptions to the quarter-quarter section as requested and approved by the recorder's office.

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

**Recommended Action/Motion:**  
Approve easement as written / adopt resolution

**Financial Impact:**  
 Is there a cost associated with this request?     Yes     No  
 What is the total cost, with tax and shipping? \$  
 Is this budgeted?     Yes     No    *Please Explain:*

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

ADOPTED August 13, 2019

By Commissioner: xx

20190813-0xx

**Frontier Communications Convert Annual Leases to Perpetual Easement**

**Easement**

Pursuant to the authority given to the County Auditor of Aitkin County, by the County Board of said County of Aitkin, as set forth in their resolution adopted by the County on August 13, 2019 to, Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159, a perpetual easement to construct and maintain a utility easement lying over, under, and across the following Aitkin County managed lands to wit:

The easement is described as follows:

Lease #15210	Soo Line RR R/W encroachments west of MP 211 at McGrath, Mn survey station 1249-80	NE NW all in Sec 5, Twp 43, Rge 23
Lease #23563	Soo Line RR R/W 2061+85 approx. 4,032' west of MP 280 at Palisade, Mn.	SW NW all in Sec 26, Twp 49, Rge 26
Lease #15656	Soo Line RR R/W – 1 anchor encroachment W of MP 209 at McGrath, Mn survey station 1279+68	SE SE all in Sec 32, Twp 44, Rge 23
Lease #14870	Soo Line RR R/W overhead wire crossing, 2 pole encroachments W of MP 258 Lawler, Mn survey station 901+74	NE NW all in Sec 27, Twp 47, Rge 22
Lease #19818	Soo Line RR lease 2036+25 approx. 1,100 feet E of MP 281 Palisade, Mn.	SW NW all in Sec 26, Twp 49, Rge 26
Lease #23005	Soo Line RR lease survey station 2116+03 approx. 4,170 feet W of MP 281 Palisade, Mn.	NE SW all in Sec 22, Twp 49, Rge 25
Lease #15874A	Soo Line RR lease overhead wire crossing w/ 2 poles and 6 anchor encroachment at survey station 2098+18 approx. 2,383 feet W of MP 281 Palisade, Mn.	SW SE all in Sec 22, Twp 49, Rge 25
Lease #28598	Soo Line RR ROW easement McGregor to east county line	NE ¼ of SE ¼, NW ¼ of SE ¼, SW ¼ of NE ¼, SE ¼ of NW ¼, SW ¼ of NW ¼ all in Sec 25, Twp 47, Rge 22;

Lease #28598  
(Continued)

SE ¼ of NE ¼, SW ¼ of NE ¼, NW ¼ of NE ¼,  
SE ¼ of NW ¼, NE ¼ of NW ¼, NW ¼ of NW ¼, SW ¼ of  
NW ¼  
all in Sec 26, Twp 47, Rge 22;

NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼,  
NW ¼ of NW ¼  
all in Sec 27, Twp 47, Rge 22;

NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼,  
NW ¼ of NW ¼  
all in Sec 28, Twp 47, Rge 22;

NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼  
all in Sec 29, Twp 47, Rge 22;

SE ¼ of SW ¼; SW ¼ of SW ¼  
all in Sec 20, Twp 47, Rge 22;

SE ¼ of SE ¼, SW ¼ of SE ¼, SE ¼ of SW ¼,  
SW ¼ of SW ¼  
all in Sec 19, Twp 47, Rge 22;

SE ¼ of SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼;  
NE ¼ of SW ¼; SE ¼ of NW ¼; SW ¼ of NW ¼; NW ¼ of  
NW ¼  
all in Sec 24, Twp 47, Rge 23;

NE ¼ of NE ¼  
all in Sec 23, Twp 47, Rge 23;

SE ¼ of SE ¼; SW ¼ of SE ¼; SE ¼ of SW ¼;  
NE ¼ of SW ¼; NW ¼ of SW ¼; SW ¼ of NW ¼  
all in Sec 14, Twp 47, Rge 23;

SE ¼ of NE ¼; NE ¼ of NE ¼; NW ¼ of NE ¼;  
NE ¼ of NW ¼  
all in Sec 15, Twp 47, Rge 23;

SE ¼ of SW ¼; SW ¼ of SW ¼; NW ¼ of SW ¼  
all in Sec 10, Twp 47, Rge 23;

NE ¼ of SE ¼; SE ¼ of NE ¼; SW ¼ of NE ¼;  
NW ¼ of NE ¼; NE ¼ of NW ¼; NW ¼ of NW ¼  
all in Sec 9, Twp 47, Rge 23;

SW ¼ of SW ¼  
all in Sec 4, Twp 47, Rge 23

SE ¼ of SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼;  
SW ¼ of NE ¼; SW ¼ of NW ¼; SE ¼ of NW ¼; Govt Lot  
4 (NW-NW); Govt Lot 3 (NE-NW)  
all in Sec 5, Twp 47, Rge 23;

Govt Lot 1 (NE-NE); Govt Lot 2 (NW-NE)

Lease #28598 (Continued)		all in Sec 6, Twp 47, Rge 23;  SW ¼ of SW ¼ all in Sec 30, Twp 48, Rge 23;  SE ¼ or SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼; SW ¼ of NE ¼; SE ¼ of NW ¼ all in Sec 31, Twp 48, Rge 23
Lease #365123	Part of SE-SW 36-51-23	SE SW all in Sec 36, Twp 51, Rge 23
Lease #134825	Part of E ½-NE of 13-48-25 (McGregor exchange)	SW NW, N NW, N NE all in Sec 13, Twp 48, Rge 25
Lease #144825	Part of NE-SE, SE-NE 14-48-25 and SW-NW, N ½-N 1/2 13-48-25	NE SE all in Sec 14, Twp 48, Rge 25

**WHEREAS**, said applicant will be charged \$9,250 for the easement and timber charges as appraised by the County Land Commissioner, and

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

**NOW THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159 a perpetual easement to use said strip of land, if consistent with the law, as in the special conditions set forth herein,

**BE IT FURTHER RESOLVED**, that said easement be granted, subject to the following terms, and conditions:

1. The communication infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.

6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc, and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

This instrument was drafted by:  
 Rich Courtemanche, Land Commissioner  
 502 Minnesota Ave. N  
 Aitkin, MN. 56431

Tax Statements to go to:  
 Frontier Communications  
 P.O. Box 368  
 Mountain Lake, MN 56159

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

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

I, 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 13<sup>th</sup> day of August, 2019 and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 13<sup>th</sup> day of August, 2019**

\_\_\_\_\_  
 Jessica Seibert  
 County Administrator

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

ADOPTED June 11, 2019

By Commissioner: Wedel

20190611-044

Frontier Communications Convert Annual Leases to Perpetual Easement

**EASEMENT**

Pursuant to the authority given to the County Auditor of Aitkin County, by the County Board of said County of Aitkin, as set forth in their resolution adopted by the County on June 11, 2019 to, Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159, a perpetual easement to construct and maintain a utility easement lying over, under, and across the following Aitkin County managed lands to wit:

The easement is described as follows:

COPY

LEGAL DESCRIPTION –

1 Lease #15210	2 Soo Line RR R/W encroachments west of MP 211 at McGrath, Mn survey station 1249-80
3 Lease #23563	4 Soo Line RR R/W 2061+85 approx. 4,032' west of MP 280 at Palisade, Mn.
5 Lease #15656	6 Soo Line RR R/W – 1 anchor encroachment W of MP 209 at McGrath, Mn survey station 1279+68
7 Lease #14870	8 Soo Line RR R/W overhead wire crossing, 2 pole encroachments W of MP 258 Lawler, Mn survey station 901+74
9 Lease #19818	10 Soo Line RR lease 2036+25 approx. 1,100 feet E of MP 281 Palisade, Mn.
11 Lease #23005	12 Soo Line RR lease survey station 2116+03 approx. 4,170 feet W of MP 281 Palisade, Mn.
13 Lease #15874A	14 Soo Line RR lease overhead wire crossing w/ 2 poles and 6 anchor encroachment at survey station 2098+18 approx. 2,383 feet W of MP 281 Palisade, Mn.
15 Lease #28958	15 Soo Line RR ROW easement McGregor to east county line
16 Lease #365123	17 Part of SE-SW 36-51-23
18 Lease #134825	19 Part of E ½-NE of 13-48-25 (McGregor exchange)
20 Lease #144825	21 Part of NE-SE, SE-NE 14-48-25 and SW-NW, N ½-N 1/2 13-48-25

**WHEREAS**, said applicant will be charged \$9,250 for the easement and timber charges as appraised by the County Land Commissioner, and

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

**NOW THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159 a perpetual easement to use said strip of land, if consistent with the law, as in the special conditions set forth herein, and

**BE IT FURTHER RESOLVED**, that said easement be granted, subject to the following terms, and conditions:

1. The communication infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)

3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc., and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

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


FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)  
COUNTY OF AITKIN)

I, 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 11<sup>th</sup> day of June, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of June, 2019

  
\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

2N  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Aitkin Airport Expansion - Runway Protection Zone

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input 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> n/a		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Please adopt the attached resolution to approve the attached Purchase Agreement between Fannemel / Aitkin County.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution and authorize signatures.		
<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 <i>Please Explain:</i>		



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

ADOPTED August 13, 2019

By Commissioner: xx

20190813-0xx

**Aitkin Airport Expansion - Runway Protection Zone**

**WHEREAS**, the Airport Commission has resolved to expand the Aitkin airport (Steve Kurtz Field) runway protection zone necessitating acquisition of the Property by the County, and

**WHEREAS**, County has the power of eminent domain to cause a taking of the Property and would initiate a taking of the Property if Seller fails to sell the Property to County, and

**WHEREAS**, in lieu of County exercising its eminent domain power, the County has agreed to buy from Seller, and Seller has agreed to sell to County, the Property pursuant to the terms and conditions of the Purchase Agreement made between Richard J. Fannemel and Penny L. Fannemel, husband and wife, having an address of 703 Minnesota Avenue South, Aitkin, Minnesota 56431 ("Seller") and the County of Aitkin, a political subdivision of the State of Minnesota having an address of 217 2<sup>nd</sup> St. NW, Aitkin, Minnesota 56431 ("County"), and

**WHEREAS**, Seller is the fee owner of certain real property comprised of 19.25 acres of rural vacant land located in Aitkin County, Minnesota and legally described as follows:

The Northeast Quarter of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub> of NE<sup>1</sup>/<sub>4</sub>) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26)

**EXCEPT**

A parcel of land in the Northeast Quarter of the Northeast Quarter (NE <sup>1</sup>/<sub>L</sub> of NE<sup>1</sup>/<sub>4</sub>) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26), described as follows:

Beginning at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 87 degrees 48 minutes 30 seconds East along the north line of said Northeast Quarter of the Northeast Quarter, 663.91 feet; thence South 02 degrees 48 minutes 16 seconds East, 1323.56 feet to the south line of said Northeast Quarter of the Northeast Quarter; thence South 87 degrees 57 minutes 40 seconds West along said south line, 702.76 feet to the southwest corner of said Northeast Quarter of the Northeast Quarter; thence North 01 degree 07 minutes 18 seconds West along the west line of said Northeast Quarter of the Northeast Quarter, 1321.84 feet to the point of beginning.

**NOW THEREFORE, BE IT RESOLVED**, that having considered the facts relating to the Purchase Agreement, and having reviewed the Purchase Agreement, the County Board hereby approves the Purchase Agreement and directs that the Purchase Agreement be executed by the County Board Chair and County Administrator, and be placed on file in the office of the County Administrator.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, 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 13<sup>th</sup> day of August, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13<sup>th</sup> day of August, 2019

---

Jessica Seibert  
County Administrator

## PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT ("Agreement") is made effective July 2019 ("Effective Date") between Richard J. Fannemel and Penny L. Fannemel, husband and wife, having an address of 703 Minnesota Avenue South, Aitkin, Minnesota 56431 ("Seller") and the County of Aitkin, a political subdivision of the State of Minnesota having an address of 217 2<sup>nd</sup> St. NW, Aitkin, Minnesota 56431 ("County").

WHEREAS, Seller is the fee owner of certain real property comprised of 19.25 acres of rural vacant land located in Aitkin County, Minnesota and legally described as follows:

The Northeast Quarter of the Northeast Quarter (NE<sup>1</sup>/<sub>4</sub> of NE<sup>1</sup>/<sub>4</sub>) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26)

EXCEPT

A parcel of land in the Northeast Quarter of the Northeast Quarter (NE<sup>1</sup>/<sub>L</sub> of NE<sup>1</sup>/<sub>4</sub>) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26), described as follows:

Beginning at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 87 degrees 48 minutes 30 seconds East along the north line of said Northeast Quarter of the Northeast Quarter, 663.91 feet; thence South 02 degrees 48 minutes 16 seconds East, 1323.56 feet to the south line of said Northeast Quarter of the Northeast Quarter; thence South 87 degrees 57 minutes 40 seconds West along said south line, 702.76 feet to the southwest corner of said Northeast Quarter of the Northeast Quarter; thence North 01 degree 07 minutes 18 seconds West along the west line of said Northeast Quarter of the Northeast Quarter, 1321.84 feet to the point of beginning.

Aitkin County, Minnesota  
(Abstract)

("Property").

WHEREAS, the Airport Commission has resolved to expand the Aitkin airport (Steve Kurtz Field) runway protection zone necessitating acquisition of the Property by the County.

WHEREAS, County has the power of eminent domain to cause a taking of the Property and would initiate a taking of the Property if Seller fails to sell the Property to County.

WHEREAS, in lieu of County exercising its eminent domain power, the County has agreed to buy from Seller, and Seller has agreed to sell to County, the Property pursuant to the terms and conditions of this Agreement.

NOW THEREFORE, in consideration of the covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which the parties hereby acknowledge, Seller and County agree as follows:

1. Sale of Property. Subject to compliance with the terms of this Agreement, Seller agrees to sell to County, and County agrees to buy from Seller, the following property (collectively, "Property"):
  - (a) Real Property. The Property together with (i) all improvements located on the Property, if any, and (ii) all easements and rights benefiting or appurtenant to the Property, including Seller's rights in any vacated or existing public rights of way abutting the property ("Appurtenances") (the Property, Improvements and Appurtenances are collectively the "Real Property"), subject only to Permitted Encumbrances (as defined below).
  - (b) Warranties. Seller's interests in warranties and guaranties given to, assigned to or benefiting Seller or the Real Property regarding the acquisition, construction, design, use, operation, management or maintenance of the Real Property, if any ("Warranties"). Seller further warrants and represents that Seller will not burden or encumber the Real Property after the parties execute this Agreement.
  - (c) Memorandum. Seller agrees that the County may record a Memorandum of Purchase Agreement in the Aitkin County Recorder's Office to identify the Property and give public notice that County owns the purchaser's interest in the Property under this Agreement.
  - (d) Seller shall remove any and all Personal Property located on the Property before the Closing Date. Any Personal Property remaining on the Property after the Closing Date shall become the property of County, and Seller shall have no further rights with respect to such property. The parties understand and agree that upon execution of this Agreement, a memorandum of Agreement shall be executed in recordable form to give public notice of the sale and purchase without revealing the consideration for the conveyance of the Real Property pursuant hereto.
2. Purchase Price and Relocation.
  - (a) Purchase Price. The Purchase Price for the Property is Ten Thousand and no/ 100 (\$10,000.00) ("Purchase Price"). The Purchase Price shall be paid by the Airport Joint Powers Alliance. The Purchase Price shall not be paid by County.
  - (b) Compliance with the Minnesota Uniform Relocation Assistance Act. If Seller and County are unable to reach a mutually acceptable agreement for the purchase and sale of Seller's Property, County has the legal authority to acquire Seller's Property through the exercise of the power of eminent domain. Therefore, County is an "Acquiring Authority"

for purposes of the Minnesota Uniform Relocation Assistance Act, Minn. Stat. 117.50 to 117.56 (the "Act"). Minn. Stat. 117.52 requires County to provide Seller with any relocation assistance services, payments and benefits required by the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended by the Surface Transportation and Uniform Relocation Assistance Act of 1987, and the federal regulations adopted pursuant thereto and further interpreted by FAA Order 5100.37B. The applicable federal regulations are found in 49 CFR 24 (the "Regulations"). Seller hereby acknowledges that County has notified Seller of County's interest in acquiring the Property and has provided Seller with notices explaining provisions of the Act and the Regulations and, to the extent applicable, Seller further acknowledges compliance with Minn. Stat. § 117.187 with respect to Minimum Compensation when a transaction results in Seller's relocation. The Purchase Price includes all amounts due pursuant to application of the Minn. Stat. 117.187.

3. County's Contingencies. County's obligations under this Agreement are contingent upon each of the following occurring on or before the Closing Date (the "Contingency Date"):
  - (a) Title. The condition of title shall have been found acceptable to County, or been made acceptable, in accordance with the requirements and terms of Section 4 below.
  - (b) Testing, Investigation. County shall have determined that it is satisfied with the results of all matters disclosed by soil tests, soil borings, engineering inspections, structural and mechanical inspections, surveys, and any and all other reviews, tests or studies of the Property, including tests and inspections relating to asbestos and the adequacy of utilities available to the Property, all such tests, inspections and reviews to be obtained at County's sole cost and expense. Seller shall allow County, and County's agents, access to the Property without charge and at all reasonable times for the purpose of County's investigation and testing the same. In performing such investigation and testing the County shall attempt to minimize any interference with the Property's operation. County shall pay all costs and expenses of such investigation. County shall further repair and restore any damage to the Property caused by County's testing and return the Property to substantially the same condition as existed prior to such entry. County agrees to indemnify and defend Seller from and to hold Seller harmless against any and all claims, causes of action or expenses, including attorneys' fees, relating to or arising from County's presence on the Property prior to the Closing Date and to provide Seller with evidence that County maintains reasonably adequate liability insurance, including contractual liability endorsement or provisions insuring County's potential liability's under this Section 3.
  - (c) Environmental Investigation. County shall have determined that it is satisfied with the results of all matters disclosed by hazardous waste and environmental reviews of the Property. Within fifteen (15) days after the Effective Date, Seller shall provide copies of all environmental inspection reports in Seller's possession. Seller shall allow County, and County's agents, access to the Property without charge and at all reasonable times for the purpose of County's investigation and testing the same. All such tests, inspections and

reviews will be obtained at County's sole cost and expense. In performing such investigation and testing, the County shall attempt to minimize any interference with the operation of the Property. County shall pay all costs and expenses of such investigation and testing. County shall further repair and restore any damage to the Property caused by or occurring during County's testing and return the Property to substantially the same condition as existed prior to such entry.

(d) Document Review. Within fifteen (15) days after the Effective Date, Seller shall make available to County for copying at the Property true and correct copies of all documents relating to the Property including test reports, plans, contracts, permits, any engineering reports, any as-built survey of the Property, and certificates of occupancy for the Property for County's review and analysis, and County shall have determined that it is satisfied with its review and analysis of the documents.

(e) Representations and Warranties. Seller's representations and warranties contained in this Agreement are accurate in all material respects now and will be on the Closing Date as if made upon the Closing.

(O Material Alterations. Seller shall not make any material alterations or improvements to the Property in the period between the Effective Date of this Agreement and the Closing Date.

If any contingency set forth in this Section 3 has not been satisfied on or before the Contingency Date or the Closing Date, as applicable, then this Agreement may be terminated, at County's option, by written notice from County to Seller. Such notice of termination must be given at any time not later than the Closing Date. Upon such termination, County shall be entitled to receive the Earnest Money, if any, from Seller, and neither party will have any further rights or obligations regarding this Agreement or the Property. All the contingencies set forth in this Section 3 are specifically stated and agreed to be for the sole and exclusive benefit of the County and the County shall have the right to unilaterally waive any contingency by written notice to Seller. Seller agrees to cooperate and assist County with satisfying each of the foregoing contingencies.

#### 4. Title.

(a) Condition of Title. Within thirty (30) days after the Effective Date, Seller shall deliver the abstract of title for the Property to the County, if any. On the Closing Date, Seller shall be required to convey fee title to the Property to County, subject to no liens, easements, encumbrances, conditions, reservations or restrictions other than the Permitted Encumbrances (as defined below).

(b) Title Evidence. The following shall constitute Title Evidence: Title Insurance Commitment. County shall obtain, at County's expense, a commitment ("Title Commitment") from the Aitkin County Abstract Company for an Owner's Policy of Title Insurance in the amount of the Purchase Price.

(c) County's Objections. Within twenty (20) days after receiving the Title Commitment, County must make any objections ("Objections") to the form or contents of the Title Evidence to Seller in writing. County's failure to make Objections within such time period waives any County objections to title, except that County shall not be deemed by virtue of failure to so object to have waived any proper objection relating to any Consensual Lien on the Property. Any matter shown on such Title Evidence and not objected to by County (other than such Consensual Liens) shall be a "Permitted Encumbrance" hereunder. As used herein "Consensual Lien" means a mechanic's lien or similar lien attached to the Property voluntarily placed on the Property through Seller's action or inaction.

(d) Seller Cure Period. If County notifies Seller of Objections within the time period set forth above, Seller shall have ten (10) days after receipt of the Objections to notify County whether it will cure the Objection. If Seller notifies County that it will cure the applicable Objection, Seller must use its best efforts to do so within thirty (30) days after Seller notifies County that it will cure the Objection, during which period the Closing will be postponed as necessary. To the extent an Objection can be satisfied by the payment of money, County shall have the right to apply a portion of the cash payable to Seller at the Closing to satisfy such Objection and the amount so applied shall reduce the amount of cash payable to Seller at the Closing. If the Objections are not cured within such thirty (30) day period or if Seller notifies County that Seller will not cure an applicable Objection, County's options will be to do the following: (i) terminate this Agreement by written notice to Seller and the Earnest Money, if any, shall be returned to County; (ii) waive the Objections and proceed to close; or (iii) give the Seller an extension of up to thirty (30) additional days to correct any Objections. All costs associated with curing the Objections shall be borne by Seller.

5. Closing. The consummation of the purchase and sale transaction contemplated by this Agreement (the "Closing") shall occur during the month of August, 2019 (the "Closing Date") at Ryan, Brucker & Kalis, Ltd., Aitkin, Minnesota 56431. Seller shall deliver possession of the Property to County on or before the Closing Date. Neither party may alter the Closing Date or amend this Agreement except in writing as provided in paragraph 16 hereof.

6. Seller's Closing Obligations. On the Closing Date, Seller shall execute and deliver to County the following items which are referred to as "Seller's Closing Documents." Seller's Closing Documents shall be duly executed and, where appropriate, be in recordable form.

(a) Deed. A Warranty Deed (the "Deed") executed by Seller, conveying the Property to County, free and clear of all encumbrances, except the Permitted Encumbrances. The Deed shall contain a "no wells" statement, or if there is a well on the Property, a well certificate shall be completed in the form required by law.

- (b) Seller's Affidavit. An Affidavit by Seller indicating that on the Closing Date there are no outstanding, unsatisfied judgments, divorce proceedings, tax liens or bankruptcies against or involving Seller or the Property; that there has been no skill, labor or material furnished to the Property for which payment has not been made or for which mechanics' liens could be filed; and that there are no unrecorded interests in the Property, together with whatever standard owner's affidavit and/or indemnity (ALTA form) that may be required by the Aitkin County Company to issue an Owner's Policy of Title Insurance with the standard exceptions waived.
- (c) Other Documents. All other documents reasonably determined to be necessary to transfer the Property to County free and clear of all encumbrances except for the Permitted Encumbrances or as requested by the Aitkin County Abstract Company.
- (d) Lease and Contract Terminations. Evidence of termination of all leases or other occupancy agreements affecting the Property, if any, and evidence of termination of any service and maintenance contracts, equipment leases and other contracts regarding the Property, if any, all in form and substance acceptable to County, effective as of the Closing Date.
7. County's Closing Obligations. On the Closing Date, County will execute and/or deliver to Seller the following, which (in the case of documents) are referred to as "County's Closing Documents." County's Closing Documents shall be duly executed and, where appropriate, be in recordable form.
- (a) Purchase Price. The cash portion of the Purchase Price and Relocation, less utilities held in escrow, if any, by wire transfer or other immediately available funds.
- (b) Other Documents. Such other documents as the Aitkin County Abstract Company deems necessary to issue the Title Insurance Policy required by this Agreement.
8. Title Policy. County shall obtain, at County's expense, a pro forma Title Insurance Policy or a suitably marked up Commitment for Title Insurance initialed by the Aitkin County Abstract Company, in the form required by this Agreement.
9. Costs and Prorations. Seller and County agree to the following prorations and allocation of costs regarding this Agreement:
- (a) All real estate taxes due and payable in the year of Closing shall be prorated on a calendar year basis through the Closing Date. Seller shall pay all special assessments levied or pending as of the Closing Date. County shall pay all real estate taxes due and payable in years following Closing. County shall pay all special assessments levied from and after the Closing Date.
- (b) County shall pay all title charges for any abstracting and the issuance of the Title Commitment.



- (c) County shall pay any Title Policy premium for the owner's policy of title insurance.
- (d) County shall pay all costs of recording the Deed.
- (e) County shall pay for the cost of recording any other documents necessary to convey the Property as required by this Agreement.
- (f) County shall pay the state deed tax.
- (g) County shall pay the mortgage registry tax, if any, in connection with the Closing.
- (h) Any closing fee payable to Ryan, Brucker & Kalis, Ltd. shall be paid by County.
- (i) All other operating costs of the Property, if any, will be allocated between Seller and County as of the Closing Date, so that Seller pays that part of such other utility costs attributable to the Property on or before the Closing Date and County pays that part of such utility costs attributable to the Property from and after the Closing Date.
- (j) Each of the parties will pay its own attorneys' fees, except that a party defaulting under this Agreement or any closing document will pay the reasonable attorneys' fees, court costs and any and all other costs incurred by the non-defaulting party to enforce its rights regarding such default.

10. Representations and Warranties by Seller. Seller represents and warrants to County as follows:

- (a) Authority. Seller has the requisite power and authority to enter into and perform this Agreement and those Seller's Closing Documents signed by it; the foregoing documents have been duly executed and delivered; the execution, delivery and performance by Seller of such documents do not conflict with or result in a violation of any judgment, order, or decree of any court or arbitrator or any other agreements of any nature to which Seller is a party; such documents are valid and binding obligations of Seller, and are enforceable in accordance with their terms.
- (b) Contracts. Seller has not entered into any contracts for the sale of the Property other than this Agreement. Seller has received no notice of and has no knowledge of any rights of first refusal or first offer, options to purchase any of the Property or any other rights or agreements which may delay or prevent this transaction. All leases for any part of the Property will be terminated and all parties currently in possession will have vacated the Property on or before the Closing Date.
- (c) Mechanic's Liens. There has been no labor or materials of any kind furnished to or for the benefit of the Property for which payment in full has not been made.
- (d) Proceedings, etc. Seller has received no notice of any proceedings (other than from County), nor to the best of the Seller's knowledge, any special assessments or threatened

proceedings against the Property, either administrative or judicial, and that there is no litigation or condemnation proceeding pending, nor to the best of Seller's knowledge threatened, which would affect the Property or the County's use thereof.

(e) Other Agreements. That no note, mortgage, security agreement, or other agreement affecting the Property requires the consent of any party (or Seller shall provide such consent if necessary at its expense) or requires a change in the terms and conditions of the underlying financing as a result of the sale contemplated by this Agreement, and that there are no defaults existing in any such agreements affecting the Property.

(f) Hazardous Materials; Storage Containers. Seller has not stored, released, disposed of, nor permitted any other party to store, release or dispose of, and to the best of Seller's knowledge there has not been any placement of storage vessels, tanks, barrels or other containers, or the storage, release, or disposal of any Hazardous Material in, on, about, or from the Property. The term "Hazardous Materials" means asbestos, urea formaldehyde, polychlorinated biphenyls, nuclear fuel or materials, radioactive materials, explosives, pesticides, known carcinogens, petroleum products and by-products, and any pollutant, contaminant, chemical, material or substance defined as hazardous or as a pollutant or a contaminant in, or the release or disposal of which is regulated by, any federal, state, county, municipal, local or other statute, ordinance or regulation which relates to or deals with human health or the environment, including, without limitation, all regulations promulgated by a regulatory body pursuant to any such statute, ordinance, or regulation, including, but not limited to, the Comprehensive Environmental Response and Liability Act of 1980 ("CERCLA"), 42 U.S.C. 9601, as amended.

(g) Wells; Storage Tanks. There are no wells or storage tanks located on the Property. If there is a well on the Property, a well certificate shall be completed in the form required by law.

Seller will indemnify County, its successors and assigns, against, and will hold County, its successors and assigns harmless from, any expenses or damages, including reasonable attorneys' fees, that County incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after Closing. Each of the representations and warranties herein contained shall survive the closing or the early termination or the merger of this Agreement. Consummation of this Agreement by County with knowledge of any such breach by Seller will not constitute a waiver or release by County of any claims due to such breach. Seller's representations and warranties contained in this Section must be accurate in all material respects now and on the Closing Date as if made on the Closing Date and Seller shall have delivered to County at Closing an Update Certificate.

11. Representations and Warranties by County. County represents and warrants to Seller that County has the requisite power and authority to enter into this Agreement and the County's Closing Documents signed by it; such documents have been duly authorized by all

necessary action on the part of County and have been duly executed and delivered; that the execution, delivery and performance by County of such documents do not conflict with or result in violation of any judgment, order or decree of any court or arbitrator to which County is a party; such documents are valid and binding obligations of County, and are enforceable in accordance with their terms. County will indemnify Seller, its successors and assigns, against, and will hold Seller, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Seller incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after Closing. Each of the representations and warranties herein contained shall survive the closing or the early termination or the merger of this Agreement. Consummation of this Agreement by Seller with knowledge of any such breach by County will not constitute a waiver or release by Seller of any claims due to such breach.

12. Condemnation. If, prior to the Closing Date, eminent domain proceedings are commenced against all or any portion of the Property by an entity other than County, Seller shall immediately give notice to County of such fact and at County's option (to be exercised within thirty (30) days after Seller's notice), this Agreement shall terminate, in which event neither party will have further obligations under this Agreement. If County does not give such notice within thirty (30) days, then there shall be no reduction in the Purchase Price, and Seller shall assign to County at the Closing Date all of Seller's right, title and interest in and to any award made or to be made in the condemnation proceedings. Prior to the Closing Date, Seller shall not designate counsel, appear in, or otherwise act with respect to the condemnation proceedings without County's prior written consent, which consent shall not be delayed or withheld unreasonably.
13. Broker Commissions. Seller and County represent and warrant to each other that they have dealt with no brokers, finders or the like in connection with this transaction.
14. Survival. All of the terms of this Agreement will survive and be enforceable after the Closing and delivery of the Deeds unless otherwise stated herein.
15. Notices. Any notice required or permitted to be given by any party to the other shall be given in writing, and shall be (i) hand delivered to the receiving party (or any officer of such party), or (ii) mailed by United States registered or certified mail, return receipt requested, postage prepaid, or (iii) property deposited with a nationally recognized, reputable overnight courier, property addressed as follows:
  - If to Seller: Mr. and Mrs. Richard J. Fannemel  
703 Minnesota Avenue South  
Aitkin, MN 56431
  - If to County: Aitkin County Administration  
217 2<sup>nd</sup> Street NW, Rm. 134  
Aitkin, MN 56431  
Attn: Jessica Seibert, Aitkin County Administrator

Notices shall be deemed effective on the earlier of the date of receipt or in the case of such deposit in the mail or overnight courier, on the third business day following such deposit. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, at least ten (10) days prior to the effective date of such change.

16. Entire Agreement. This written Agreement constitutes the complete agreement between the parties and supersedes any and all other oral or written agreements, negotiations, understandings and representations between the parties regarding the Property. There are no verbal or written side agreements that change this Agreement.
17. Amendment' Waiver. No amendment of this Agreement, and no waiver of any provision of this Agreement, shall be effective unless set forth in a writing, expressing the intent to so amend or waive, and the exact nature of such amendment or waiver, and signed by all parties (in the case of amendment) or the waiving party (in the case of waiver). No waiver of a right in any one instance shall operate to waive any other right, nor as a waiver of such right in a later or separate instance.
18. Binding Effect. This Agreement binds and benefits the parties and their successors and assigns.
19. Controlling Law: Venue. This Agreement is made in Minnesota, and shall be interpreted under Minnesota law. The parties agree to submit any dispute they cannot themselves resolve to the District Court of Minnesota for adjudication, with venue in Aitkin County.
20. Remedies. If County defaults under this Agreement, Seller shall have the right to terminate this Agreement by giving written notice to County in the manner provided by law (except that the notice period shall in no event be less than thirty (30) days). If County fails to cure such default within thirty (30) days of the date of such notice, this Agreement will terminate and Seller shall be entitled to retain the Earnest Money, if any. The termination of this Agreement and the retention of the Earnest Money, if any, will be the sole remedies available to Seller for such default by County, and County will not be liable for damages or specific performance. If Seller defaults under this Agreement, County may bring an action for specific performance, for any other remedy available under Minnesota law, or may terminate this Agreement upon written notice to Seller whereupon Seller must immediately refund all Earnest Money, if any, to the County.
21. Counterparts. For the convenience of the parties, any number of counterparts hereof may be executed and each such executed counterpart shall be deemed an original, but all such counterparts together shall constitute one and the same Agreement.
22. Entry upon the Property before Closing. The County and the County's agents may enter the exterior areas of the Property before Closing during normal business hours at any time following the execution of this Agreement for the purposes of removing tree obstructions and performing ancillary cleanup activities required due to removing tree obstructions.

Seller has previously received specifications concerning the specific obstructions that will be removed. Seller understands and agrees that the purchase price County pays stated in paragraph 3 above includes all payments for any tree obstructions.

REST OF PAGE INTENTIONALLY LEFT BLANK

Seller and County have executed this Agreement effective as of the date first written above.

SELLER

BUYER

COUNTY OF AITKIN

\_\_\_\_\_  
Richard J. Fannemel

By: \_\_\_\_\_  
Anne Marcotte  
Its: County Board Chair

\_\_\_\_\_  
Penny L. Fannemel

By: \_\_\_\_\_  
Jessica Seibert  
Its: County Administrator



# Board of County Commissioners Agenda Request

20

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Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Amend recycling Agreement

<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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Terry Neff, Environmental Services Director		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> See attached memorandum.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Continue discussions on how to reduce costs, such as eliminating certain recyclable materials, reducing days and/or hours the recycling center is open, etc. Solicit Request for Proposal which would take several months (this can be pursued at a later date).		
<b>Recommended Action/Motion:</b> Approve the proposed amendments as detailed in the memorandum.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ estimated around \$50,000.00 per year. Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$50,000.00 increase has been proposed in the 2020 budget. The solid waste budget will be exceeded this year and the solid waste reserves can be used to offset the increase.		

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

**Aitkin County Environmental Services Planning and Zoning**  
**209 Second Street NW**  
**Room 100**  
**Aitkin, MN 56431**  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

**DATE:** July 24, 2019  
**TO:** Aitkin County Board of Commissioners  
**FROM:** Terry Neff, Environmental Services Director   
**RE:** Recycling Agreement

I received a letter from Garrison Disposal informing me the cost to provide the recycling services is continuing to increase and this trend will likely continue. They have asked for an increase in the processing fee to offset the processing and marketing costs.

I did some research and the cost to tip (drop off the recyclable materials for market and further processing) has increased this year and the cost to market the materials has increased from a positive revenue of \$1146.12 in May 2017 to a negative revenue of \$2189.53 in May 2019. The cost is likely to rise and not get better in the near future.

The biggest source of revenue in past years has been cardboard. In August of 2017 cardboard had a revenue of \$170.00 per ton. In May of 2019 cardboard was at \$55.00 per ton and is now at \$35.00 per ton. The average price of cardboard over the past decade was about \$75.00 to \$85.00 per ton according to the facility that buys the cardboard. A breakeven point in processing cardboard is probably around \$75.00 to \$80.00 per ton.

I met with Paul Fischer and Dave MacArther of Garrison Disposal, Commissioner Laurie Westerlund and Commissioner Bill Pratt to discuss proposed changes to the Recycling Agreement effective August 1, 2019. We are proposing an increase to the Processing Fee from the present \$83.64 per ton to \$105.00 per ton, no out of Aitkin County recyclable materials are allowed to be brought to the Aitkin County Recycling Center, eliminate the revenue share from materials that make a profit (excluding aluminum), and we pay the Dem-Con facility (facility that takes the recyclable materials) invoice for tipping and further marketing the materials. When the market recovers to the point there is revenue generated and/or cardboard exceeds \$80.00 per ton we will revisit the agreement.

If you have any questions, please feel free to contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

c:\ctybrd\ctybrd2019



# Board of County Commissioners Agenda Request

2P

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Agenda Item #

**Requested Meeting Date:** 8-13-19

**Title of Item:** Award Contract No. 20196

<input type="checkbox"/> REGULAR AGENDA <input checked="" 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> John Welle		<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> NA		<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> Bids were opened on Monday, July 29, 2019 for Contract No. 20196 which is a federal Highway Safety Improvement Program (HSIP) project for rural intersection lighting at eight locations: CSAH 2/TH 65, CSAH 4/TH 47, CSAH 5/TH 210, CSAH 6/TH 210, CSAH 8/TH 65, CSAH 10/TH 200, CSAH 11/US Hwy 169, CSAH 12/TH47 in Glen.  As shown on the attached abstract of bids, five bids were received, with Design Electrical Contractors, Inc., St. Cloud, MN submitting the low bid in the amount of \$129,477. With the cost of this contract estimated at \$112,000, the low bid was 15.6% over the estimated cost. The HSIP federal grant will cover 90% of the project cost.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve attached resolution.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$    Estimated total cost: \$129,477 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



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

ADOPTED August 13, 2019

By Commissioner: xx

20190813-0xx

**Award Contract No. 20196**

**WHEREAS**, Contract No. 20196 is for construction of S.P 001-070-006, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, July 29, 2019 with a total of five bids received, and

**WHEREAS**, Design Electrical Contractors, Inc., St. Cloud, MN was the lowest responsible bidder in the amount of \$129,477.

**THEREFORE, BE IT RESOLVED**, that Design Electrical Contractors, Inc. is awarded Contract No. 20196.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

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

I, 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 13<sup>th</sup> day of August, 2019 and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 13<sup>th</sup> day of August, 2019**

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**Aitkin County  
Project Bid Abstract**

Project Name: Rural Intersection Lighting  
 Client: Aitkin County  
 Bid Opening: July 29, 2019 at 2:00 PM

Contract No.: 20196  
 Project No.: SP 001-070-006  
 Owner: Aitkin, Minnesota

Project: SP 001-070-006 - Rural Intersection Lighting				Engineers Estimate		Design Electrical Contractors Inc St. Cloud, MN		Rum River Electric, Inc. - Onamia, MN		Starry Electric, Inc - Foley, MN		Holden Electric Co., Inc - Baxter, MN		Granite Ledge Electrical Contractors, Inc. - Foreston, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	2545.501 LIGHTING SYSTEM "A"	LS	1	\$14,000.00	\$14,000.00	\$16,367.60	\$16,367.60	\$17,445.00	\$17,445.00	\$20,000.00	\$20,000.00	\$21,500.00	\$21,500.00	\$22,946.00	\$22,946.00
2	2545.501 LIGHTING SYSTEM "B"	LS	1	\$14,000.00	\$14,000.00	\$16,195.20	\$16,195.20	\$16,200.00	\$16,200.00	\$20,000.00	\$20,000.00	\$18,850.00	\$18,850.00	\$21,429.20	\$21,429.20
3	2545.501 LIGHTING SYSTEM "C"	LS	1	\$14,000.00	\$14,000.00	\$17,515.20	\$17,515.20	\$17,150.00	\$17,150.00	\$20,000.00	\$20,000.00	\$22,670.00	\$22,670.00	\$23,602.30	\$23,602.30
4	2545.501 LIGHTING SYSTEM "D"	LS	1	\$14,000.00	\$14,000.00	\$15,719.20	\$15,719.20	\$20,200.00	\$20,200.00	\$20,000.00	\$20,000.00	\$20,975.00	\$20,975.00	\$22,738.77	\$22,738.77
5	2545.501 LIGHTING SYSTEM "E"	LS	1	\$14,000.00	\$14,000.00	\$15,143.20	\$15,143.20	\$15,800.00	\$15,800.00	\$20,000.00	\$20,000.00	\$18,880.00	\$18,880.00	\$20,967.89	\$20,967.89
6	2545.501 LIGHTING SYSTEM "F"	LS	1	\$14,000.00	\$14,000.00	\$17,108.20	\$17,108.20	\$17,475.00	\$17,475.00	\$20,000.00	\$20,000.00	\$22,240.00	\$22,240.00	\$23,567.57	\$23,567.57
7	2545.501 LIGHTING SYSTEM "G"	LS	1	\$14,000.00	\$14,000.00	\$14,421.20	\$14,421.20	\$15,590.00	\$15,590.00	\$20,000.00	\$20,000.00	\$17,580.00	\$17,580.00	\$20,879.19	\$20,879.19
8	2545.501 LIGHTING SYSTEM "H"	LS	1	\$14,000.00	\$14,000.00	\$17,007.20	\$17,007.20	\$17,075.00	\$17,075.00	\$20,000.00	\$20,000.00	\$21,610.00	\$21,610.00	\$22,913.05	\$22,913.05
Totals for Project SP 001-070-006					\$112,000.00		\$129,477.00		\$136,935.00		\$160,000.00		\$164,305.00		\$179,043.97
% of Estimate for Project SP 001-070-006							15.60%		22.26%		42.86%		46.70%		59.86%

I hereby certify that this is an exact reproduction of bids received.

Certified By:

*John Wells*

License No.

24340

Date:

7-30-19



# Board of County Commissioners Agenda Request

3A

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Agenda Item #

**Requested Meeting Date:** 8/13/2019

**Title of Item:** Personnel Committee Recommendations, Office Assistant II (new, FT)

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> HR Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> 5-10 Minutes
<b>Summary of Issue:</b> The Personnel Committee met on 7/09/2019 and unanimously recommends the following:  Create a full-time Office Assistant II position (aka "Office Floater"), Grade 3. A job description is attached. This is a proposed new position that will incur some short-term added expense, but the full intent is that it will result in savings following upcoming retirements. As proposed, this Office Assistant II will begin training in Sept 2019 so the incumbent is prepared to serve four departments (at the front counter in the new building): Auditor, Assessor, Recorder, and Treasurer. This position will serve as the first point of contact to the public and be trained to handle the most common questions and top 4 or 5 entry-level tasks in each department, such as accept tax payments, sort mail, distribute forms, notarize documents, etc. This will reduce interruptions to other staff who are working. This position is our initial/trial run at cross training staff to serve multiple departments. It is an entry-level position covered by the Apscme Courthouse Union. As other courthouse unit positions (Grade 4 and higher) resign/retire, this incumbent will be well-suited to apply for internal promotions in 4 departments and can assist in cross training the new replacement. Providing customer service across four departments will be an added value to customers, existing staff, and department heads. In this transition, the Payroll Technician will also transfer to the HR Department to streamline payroll/personnel functions and HR staff will be trained to serve as payroll back-up. Upon transfer, the HR Director will supervise the Payroll Technician and provide day-to-day oversight, while the County Auditor (or CFO) will continue to oversee payroll-related accounting tasks. Est wage savings \$44,499/year, within 2 years, contingent on retirements.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to create and authorize filling a full-time Office Assistant II position, Grade 3, and authorizing the Payroll Technician to transfer to HR by September 1, 2019.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>  Short-term, hiring a full-time office floater and not refilling the part-time Admin/HR office assistant = a net added cost of \$25,235. After 2 retirements occur, the salary/benefit savings is estimated to be \$44,499/year.		



## **OFFICE ASSISTANT II**

**Department** Multiple (Auditor, Treasurer, Assessor, Recorder)  
**DBM/Grade** Grade 3  
**Reports to** Department Head  
**FLSA Status** Non-exempt  
**Union Status** AFSCME Courthouse Unit

### **Final Appointing Authority**

This position shall not be filled until final approval of the County Administrator. All offers of employment are made in writing by the Human Resources Department.

### **Job Summary**

To warmly welcome visitors by greeting them in person or on the telephone, using professional business etiquette to make a positive first impression for all. To perform moderately difficult office support tasks requiring knowledge of multiple department's programs, procedures and practices, and to serve as liaison between the general public and staff.

### **Supervision Received**

Employees working in this job class work under general supervision and usually receive some instruction with respect to details of most assignments, but are free to develop their own work sequences within established procedures, methods, and policies. They are often physically removed from their supervisor and are only subject to periodic supervisory checks.

### **Supervision Exercised**

No formal supervisory authority.

### **Essential Functions**

This position description is not intended to be all-inclusive. Employee may perform other essential and nonessential functions as assigned or apparent to meet the ongoing needs of the department and organization. Regular attendance and punctuality are essential requirements of this position.

1. Serves as the first point of contact for customers of the County Auditor, Treasurer, Assessor and Recorder's office by phone and in person. Accurately answers general questions, accepts tax payments and processes various payments, refers customers to the appropriate department and staff member when applicable, and takes messages.
2. Hands out birth certificate application forms (and other forms) to customers. Assists customers with completing select application forms, Veteran Service discharges, and homestead applications. Receives notary commissions and minister credentials.
3. Notarizes documents. Sells maps and plat books. Prints copies of field cards and other documents.
4. Performs back indexing in the Recorder's office as assigned. May assist Recorder with tracting as needed. May *receive* recording documents for recording from select customers. May return recorded documents to select customers.



## **Position Description**

5. Processes marriage applications and updates the MOMS marriage system with old marriage records.
  6. Prepares Mobile Home clearance sheets.
  7. Assists with various mailings to taxpayers throughout the year.
  8. Serves as a passport acceptance agent.
  9. Assists customers in the completion of homestead applications and other major property tax program applications. Answers basic questions about value and classification of property.
  10. Provides office support and backup coverage when other staff are out of the office.
  11. Assists with elections, training, registration, voting, reporting, recounts, and other election-related duties as assigned. (Will receive in-house training for Head Judge Certification.)
  12. Assists with claim and receipt processing.
  13. Sorts and distributes incoming mail and collects and prepares outgoing mail.
  14. Assists in maintaining department filing systems (paper and electronic).
  15. Assists in the training of new office support staff as directed.
- Performs other related work as assigned or apparent.

### **Minimum Qualifications**

High school diploma or GED required. College coursework preferred, but not required. This is an entry-level clerical position. Must have superior customer service, computer, and communication skills, as well as demonstrate accuracy and attention to detail with frequent interruptions. Strong multi-tasking skills are essential.

Prior experience working with legal descriptions, property records, real estate taxes, and/or the document recording process is beneficial, but not required.

Valid Minnesota driver's license required. Employment reference checks and a criminal background check will be performed as part of the pre-employment process.

Must become a notary public (not ex-officio notary) appointed by the Governor through the office of the MN Secretary of State within 3 months of hire.

Must be bondable through the Minnesota Counties Intergovernmental Trust (MCIT).

Passport Certificate of Completion issued by Minneapolis Passport Agency/US Department of State. For passport services, an employee must also meet the following qualifications:

- Be a United States citizen or U.S. national
- Be at least 18 years old
- Be approved by the Department of State
- Be a permanent employee of the designated facility (not temporary, *ad hoc*, contractual, or volunteer) or be an employee on-site at a Passport Agency
- Be unable to issue, create, or amend citizenship or identity documents, such as birth certificates and driver's licenses



## ***Position Description***

- Be all of the following:
  - Not presently on parole or probation related to any Federal, state, or local convictions
  - Not presently under indictment for a Federal, state, or local felony
  - Not presently under indictment for a misdemeanor related to breach of trust or moral turpitude
  - Free of any Federal, state, or local felony convictions
  - Free of any Federal, state, or local misdemeanor conviction related to breach of trust or moral turpitude (i.e. embezzlement, document fraud, drug offense, or dishonesty carrying out a responsibility involving public trust)

### **Knowledge, Skills, and Abilities Required**

Knowledge of:

1. County and departmental policies, procedures, and practices.
2. Professional business and telephone etiquette.
3. Multi-department operations sufficient to assist and direct callers and visitors to the proper department and staff person.
4. Aitkin County's organizational structure sufficient to accurately direct visitors to the proper locations.

Skill in:

1. Communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public sufficient to provide superior customer service, exchange or convey information, and to receive work direction.
2. Strong computer skills sufficient to learn multiple systems.
3. Typing skill sufficient to complete 25 net words per minute without errors.
4. Skill in reading, writing, and speaking English proficiently.
5. Skill in organizing and prioritizing work.
6. Good conflict management skills, decision making skills, negotiating skills, and time management skills.

Ability to:

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat all county staff and the general public with respect, honesty, and consideration.
2. Multi-task and work accurately with frequent interruptions.
3. Demonstrate outstanding accuracy and attention to detail.
4. Locate property owners in the tax system and in parcel mapping software, to read legal descriptions, and locate property owners in plat book and field books.
5. Explain basic laws and regulations pertinent to the work being performed.
6. Understand and carry out oral and written instructions
7. Work independently and exercise good judgment, as well as collaboratively with others from multiple departments.
8. Accurately perform mathematical computations.



## ***Position Description***

### **Language Skills**

Intermediate Skills - Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

### **Mathematical Skills**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to calculate penalty and interest. Ability to compute percent and to draw and interpret bar graphs.

### **Reasoning Skills**

Intermediate Skills – Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **Computer Skills**

To perform this job successfully, an individual should be proficient at using the following software:

County Payroll Software/E-time, geographic information system, Microsoft Word, Excel, Outlook, Minnesota Counties Information Systems (MCIS) property tax system for inquiries, Computer Aided Mass Appraisal (CAMA) system for inquiries, SVRS, Application Xtender, RecordEASE, and Adobe Acrobat.

### **Ability to Travel**

Infrequent travel is required for errands and to attend trainings and meetings in and out of Aitkin County.

### **Competencies**

To perform the job successfully, an individual should consistently demonstrate the following competencies (definitions attached or available upon request):

Ethics, attendance/punctuality, safety and security, dependability, analytical, problem solving, technical skills, customer service, interpersonal skills, oral communication, written communication, teamwork, quality management, cost consciousness, diversity, organizational support, judgment, motivation, planning/organizing, professionalism, quality, quantity, adaptability, and initiative.



## **Position Description**

### **Work Environment**

The noise level in the work environment is usually moderate. Infrequent travel for errands or off-site training may be required. Must have the ability to focus and concentrate despite being subject to repeated interruptions; r occasionally subject to dealing with irate taxpayers in person and via telephone. Standing and bending throughout the day to respond to inquiries and to obtain information are required.

### **Equipment and Tools**

Computer, copier, fax, telephone, printer, 10-key calculator, shredder, emergency weather-alert system, scanner, and county-owned vehicles.

### **Physical Activities/Requirements**

Climbing, balancing, stooping, kneeling, crouching, reaching, daily standing, walking, pushing, pulling, lifting, carrying, use of fingers, grasping, talking, hearing, seeing, and repetitive motions. Semi-annually election duties arise that involve more physical types of labor involving lifting and/or carrying boxes of election materials and voting machines weighing up to 50 pounds.

While performing the duties of this job, the employee performs medium work, exerting up to 50 pounds of force occasionally, and/or up to 30 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Working safely is a condition of employment. Aitkin County is a drug-free workplace.

### **Disclaimer**

The above statements are intended to describe the general nature and level of the work being performed by employees assigned to this job classification. This is not an exhaustive list of all duties and responsibilities. Aitkin County reserves the right to amend and change responsibilities to meet organizational needs as necessary. This job description does not constitute an employment agreement between the employer and employee.

### **Reasonable Accommodation Notice**

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

6/21/2019

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***Our Vision:*** *We strive to be a county of safe, vibrant communities that place value on good stewardship of local resources.*

***Our Mission:*** *Aitkin County's mission is to provide outstanding service in a fiscally responsible manner through innovation and collaboration with respect for all.*

***Our Core Values:*** *Collaboration, Innovation, Integrity, People-Focused, Professionalism*





# Board of County Commissioners Agenda Request

**4A**  
Agenda Item #

**Requested Meeting Date:** 08/13/2019

**Title of Item:** 2019 Squad Purchases

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Undersheriff Heidi Lenk		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Undersheriff Heidi Lenk		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b>  Request approval to purchase squads from Aitkin Motors. Please see the attached.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve budgeted purchase of (3) 2020 Ford 3.3L V6 AWD Police Utility Vehicles from Aitkin Motors for \$33,975.00 each, for a total cost of \$101,925.00.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

# DANIEL G. GUIDA

## AITKIN COUNTY SHERIFF

217 2<sup>nd</sup> St. N.W., Rm 185

Aitkin, MN 56431

218-927-7435 / 1-888-900-2138

Emergency 911

Sheriff Fax: 218-927-7359 / Dispatch Fax: 218-927-6887

## MEMO

TO: Aitkin County Board of Commissioners      DATE: August 1, 2019  
FROM: Undersheriff Heidi Lenk                      RE: 2019 Squad Purchases

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We have received bids for our budgeted 2019 squad purchases on the 2020 models. The bids include the 3.3L V6 AWD Ford Police Utility Vehicle and the Chevrolet Tahoe 4x4.

Tenvoorde Ford (St. Cloud):	Ford PUV	\$33,412.56 x 3	\$100,237.68
Aitkin Motors (Aitkin):	Ford PUV	\$33,975.00 x 3	\$101,925.00
Brandl GM (Aitkin):	Chev Tahoe	\$38,209.00 x 3	\$114,627.00
Ranger Chev (Hibbing):	Chev Tahoe	\$36,546.08 x 3	\$109,638.24

The Chevrolet Tahoe is cost prohibitive regardless of vendor. The Ford PUV remains a viable option.

Tenvoorde Ford:      22-24 weeks shipping after placing order  
Approximately \$1,700 less than Aitkin Motors (roughly \$560 per vehicle)

Aitkin Motors:      10-12 weeks shipping after placing order  
trade-in potential – Aitkin Police Dept trades their Fords under  
100,000 miles for a nearly \$10,000 trade value

When we don't provide a used squad to another department, we auction them. We have received \$2,500-4,000 for used Impala squads at auction. We have not retired any of our Ford Explorers thus far.

While the upfront cost is slightly higher than Ten Voorde Ford, I recommend we place our order with Aitkin Motors. The trade value more than recovers the up front difference.

I can be reached at x421 or [heidi.lenk@co.aitkin.mn.us](mailto:heidi.lenk@co.aitkin.mn.us) if you have any questions.

Thank you.

Undersheriff Heidi Lenk

TENVOORDE FORD, INC P O BOX 1045 ST CLOUD, MN 56302

Assn. Ctr #

10028

**Quote**

**Customer** Aitkin County Sherriff  
**Name** Sgt. Greg Payment  
**Address** 217 2nd Street NW #185  
**City** Aitkin **State** MN **ZIP** 56431  
**Phone** 218-429-1378

**Misc**  
**Date** 6/13/2019  
**Order No.**  
**Contract No.** 158505

Qty	Description	Unit Price	TOTAL
1	Police Inceptor Utility AWD K8A S	\$ 31,462.56	\$ 31,462.56
<b>Added Factory Options</b>			
1	YZ - Oxford White	\$ -	\$ -
1	76R - Reverse Sensing System	\$ 258.00	\$ 258.00
1	67U - Ultimate Wiring Pkg	\$ 527.00	\$ 527.00
1	41H - Engine Block Heater	\$ 85.00	\$ 85.00
1	43D - Dark Car Feature	\$ 24.00	\$ 24.00
1	17T - Switchable Red/White lighting in cargo area	\$ 48.00	\$ 48.00
1	51R - Driver Ony Spot Light	\$ 371.00	\$ 371.00
1	68G - Rear Doors Inoperable	\$ 70.00	\$ 70.00
1	18D - Global Lock / Unlock Feature	\$ -	\$ -
1	59J - Keyed alike - 1111x	\$ 48.00	\$ 48.00
1	52T - Class III trailer	\$ 75.00	\$ 75.00
1	60R - Noise Suppression Bonds	\$ 94.00	\$ 94.00
		\$ 33,062.56	

REMOTE ENTRS + 350. —

SubTotal \$ 33,062.56  
**TOTAL \$ 33,062.56**

Delivery Address if Different From Billing  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Lead Time On K8A 22-24 Weeks  
 Manufacturer Cutoff Date TBD

33,412.56

Vehicle Pickup Location Tenvoorde Ford 185 Roosevelt Rd St. Cloud MN, Monday-Friday 8:00am-5:00pm  
 Call Jade Aanenson 612-703-7789 Cell or Bob Aanenson 320-224-2808 Cell With Any Questions Please

6/18/2019

IMail Web Client

Sgt. Greg

Attached are both a Hybrid and 3.3L AWD police utility bids.

Price below includes 2 remote entry remote/ start fobs and class III trailer hitch.

2020 Hybrid AWD \$37,090 per unit

★ 2020 3.3L V6 AWD \$33,975 per unit

Please let me know what questions you have.

Thank you

Jeff Kjelstrom

**Aitkin Motor Co**

**108 2<sup>nd</sup> ST NE**

**Aitkin MN 56431**

**800-793-9010**

**Cell 218-820-3586**



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Approve New County Logo

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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<b>Submitted by:</b> Jessica Seibert, County Administrator	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 Minutes
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**Summary of Issue:**

As part of the introduction of Aitkin County's new mission, vision, and values staff have been working on redesigning the County logo. Two examples are attached for Board consideration.

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

**Recommended Action/Motion:**  
Approve new County logo design.

**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

5B  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Appropriations & Dues Discussion

<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)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<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> 10-15 minutes
<b>Summary of Issue:</b>  Attached is the Aitkin County Budget Appropriations and Dues table for discussion.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<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 <i>Please Explain:</i>		



## Aitkin County Budget Appropriations and Dues

	2018	2019	2020	Percent Increase	Comments	Other Agreement/ Statute
<b>Dues</b>						
North Counties Land Use Coordinating Board (10-921)	\$2,000	\$2,000	\$2,000	0.0%	Assumed No Change	
MN Rural Counties Caucus (MRCC) (01-44-6844)	\$2,300	\$2,500	\$2,700	8.0%	Added \$200	
Association of MN Counties (AMC) (01-44-6845)	\$9,893	\$10,140	\$10,390	2.5%	Assumed Small Increase	
Arrowhead Counties (01-44-6846)	\$2,750	\$2,750	\$2,750	0.0%	Assumed No Change	
Joint Counties Natural Resource Board (Land Dpt.)	\$1,000	\$1,000	\$1,000	0.0%	Assumed No Change	
<b>Joint Powers</b>						
East Central Regional Library (Dept 500-500-6801)	\$224,577	\$233,220	\$233,220	0.0%	No Request Received	
Airport-McGregor (Dept 700-903-6801)	\$13,900	\$13,900	\$14,600	5.0%		
Snake River Watershed (Dept 600-552-6836)	\$10,079	\$10,079	\$10,079	0.0%		
Airport-Aitkin (Dept 700-903-6800)	\$14,107	\$14,107	\$14,107	0.0%		
Mississippi Headwaters Board (Dept 600-552-6847)	\$1,500	\$1,500	\$1,500	0.0%		
<b>Appropriations</b>						
Soil and Water (Dept 600-552-6801)	\$98,034	\$98,034	\$84,834	-13.5%	subtracted lease \$13,200	MS 103C
C.A.R.E. (Dept 500-502-6848)	\$37,900	\$37,900	\$37,900	0.0%		
Historical Society (Dept 500-501-6801)	\$16,500	\$16,500	\$18,500	12.1%		MS 138.052
Historical Society Insurance (Dept 500)	\$3,000	\$3,000	\$3,200	6.7%		MS 138.052
Ag Society (Dept 600-550-6801)	\$10,000	\$10,000	\$10,000	0.0%	No Request Received	MS 38.14
Ag Society Capital Improvement (Dept 600-550-6843)	\$10,000	\$10,000		-100.0%	Removed - No Request R'cd	
Ag Society Insurance (Dept 600)	\$4,000	\$4,000	\$4,500	12.5%		
Dues & Appropriations	\$461,540	\$470,630	\$451,280	-4.1%		
<b>Additional Organizations</b>						
	<b>2018</b>	<b>2019</b>	<b>2020</b>			
Support Within Reach (01-44-6847)	\$500	\$500	\$1,500	200.0%		
AEOA Rural Rides Program (01-44-6848)	\$5,000	\$2,500	\$2,500	0.0%	No Request Received	
Total Dues & Appropriations	\$467,040	\$473,630	\$455,280	-3.9%		



# Board of County Commissioners Agenda Request

5C  
Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Proposed 2020 General Government Budget Presentation

<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
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<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 20 minutes
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**Summary of Issue:**

Budget information will be presented at the Board meeting.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

6A  
Agenda Item #

**Requested Meeting Date:** 08/13/2019

**Title of Item:** 2020 Budget

<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)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b> 30 minutes
<b>Summary of Issue:</b>  Proposed 2020 Budget.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<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 <i>Please Explain:</i>		

SKA1  
8/7/19

8:21AM

# Aitkin County

## USER- SELECTED BUDGET REPORT



Options: 1 = Budget Amount, 2 = Yearly Amount, 3 = Dashed Lines, 4 = Estimated Page Break Option: 2

- 1 - Page Break by FUND
- 2 - Page Break by DEPT
- 3 - Page Break by PROGRAM
- 4 - Page Break by SERVICE

Column Selector 1            1            3            0            0

Column	PROPOSED	ADOPTED	2020 Draf
Headings:	2020	2019	

Line Spacing: 1

- 1 - Single Spaced
- 2 - Double Spaced

Year:  
Months:

Print Subtotal By FUND        N  
 Print Subtotal By DEPT        Y  
 Print Subtotal By PROGRAM    N  
 Print Subtotal By SERVICE    N  
 Print Subtotal By Object Range N

Report Basis: 1

- 1 - Cash
- 2 - Modified Accrual
- 3 - Full Accrual

Include on the Report 1

- 1 - All G/L Accounts
- 2 - Only G/L Accounts with Budget Amt.
- 3 - Only G/L Accounts without Budget Amt.
- 4 - Only Budget Accounts with zero Amt.
- 5 - Only Active G/L Accounts

Include Zero Dollar Accts: Y  
 Round Amounts: Y  
 Save Report: N

Comment: Working Budget 2020

DEPT            Range From 200        Thru 280  
 X Include/eXclude        201, 206, 255, 256

SKA1  
8/7/19 8:21AM

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

200 DEPT Enforcement

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01- 200- 000- 0000- 5307	Police State Aid- State Shared Rever	145,000 -	145,000 -	-----
01- 200- 000- 0000- 5308	Police Officer Training	10,000 -	10,000 -	-----
01- 200- 000- 0000- 5310	State Grants- Ot Grant	40,138 -	40,000 -	-----
01- 200- 000- 0000- 5330	State Grants	0	0	-----
01- 200- 000- 0000- 5425	Federal Grants- FEMA	0	0	-----
01- 200- 000- 0000- 5530	County Sheriff Fees	13,000 -	13,000 -	-----
01- 200- 000- 0000- 5531	County Sheriff From Welfare	180 -	180 -	-----
01- 200- 000- 0000- 5532	County Sheriff Mileage	9,000 -	9,000 -	-----
01- 200- 000- 0000- 5533	Alarm System	2,000 -	2,000 -	-----
01- 200- 000- 0000- 5613	Cost Of Restitution	6,000 -	6,000 -	-----
01- 200- 000- 0000- 5760	Contributions Restricted- Officer Sa	0	0	-----
01- 200- 000- 0000- 5762	Gifts- Restricted	0	0	-----
01- 200- 000- 0000- 5813	Sale of Squads	5,000 -	5,000 -	-----
01- 200- 000- 0000- 5827	Cops Fast Reimb.	0	0	-----
01- 200- 000- 0000- 5840	Misc Receipts	40,000 -	39,000 -	-----
01- 200- 000- 0000- 5842	Co Development Fund Transfer	0	0	-----
01- 200- 000- 0000- 5861	Insurance Proceeds/Reimbursemen	6,000 -	10,000 -	-----
01- 200- 000- 0000- 5866	Co Auction Proceeds	0	0	-----
01- 200- 000- 0000- 6101	Salaries- Full Time	1,278,234	1,290,537	-----
01- 200- 000- 0000- 6102	Salaries- - Part Time	0	0	-----
01- 200- 000- 0000- 6108	Meals Reimbursed (Taxable)	100	500	-----
01- 200- 000- 0000- 6109	Overtime- Salaries	108,000	108,000	-----
01- 200- 000- 0000- 6110	Holiday Pay	60,000	65,494	-----
01- 200- 000- 0000- 6124	Medicare- Employer 1.45%	20,559	21,229	-----
01- 200- 000- 0000- 6148	Employer Deduct Contribution- HS/	10,020	57,670	-----
01- 200- 000- 0000- 6149	Employer Deduct Contribution- Vet	0	0	-----
01- 200- 000- 0000- 6150	Health Insurance- Employer	226,086	216,630	-----
01- 200- 000- 0000- 6151	Severence Pay	0	0	-----
01- 200- 000- 0000- 6152	Life Insurance- Employer	1,551	1,384	-----
01- 200- 000- 0000- 6154	Long Term Disability- Employer	3,430	2,918	-----
01- 200- 000- 0000- 6155	Long Term Disability- Employee	0	0	-----
01- 200- 000- 0000- 6156	ID Theft Protection	2,302	0	-----
01- 200- 000- 0000- 6157	Retiree Health	0	0	-----
01- 200- 000- 0000- 6159	Pera	214,811	227,617	-----
01- 200- 000- 0000- 6165	Fica- Employer 6.20%	15,270	7,090	-----
01- 200- 000- 0000- 6205	Postage	400	400	-----
01- 200- 000- 0000- 6211	Net 6 Drug Task Force	0	0	-----

SKA1  
8/7/19 8:21AM

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-200-000-0000-6230	Printing, Publishing & Adv	800	500	-----
01-200-000-0000-6231	Services & Labor (Incl Contracts)	28,000	28,000	-----
01-200-000-0000-6240	Dues	5,000	5,000	-----
01-200-000-0000-6241	Registration Fee	500	500	-----
01-200-000-0000-6250	Telephone	21,000	21,000	-----
01-200-000-0000-6254	Utilities	0	0	-----
01-200-000-0000-6260	Professional Consulting	2,000	2,000	-----
01-200-000-0000-6267	Unemployment Compensation	0	0	-----
01-200-000-0000-6272	Physical Examinations	2,500	2,500	-----
01-200-000-0000-6301	Rentals	0	0	-----
01-200-000-0000-6302	Car Maintenance	42,000	42,000	-----
01-200-000-0000-6307	Flood Expenses	0	0	-----
01-200-000-0000-6312	Sales Tax Audit Adjustment	0	0	-----
01-200-000-0000-6314	Radio Maint	0	8,000	-----
01-200-000-0000-6330	Transportation & Travel & Parking	200	200	-----
01-200-000-0000-6332	Hotels / Motels	500	500	-----
01-200-000-0000-6340	Meals	250	250	-----
01-200-000-0000-6352	Insurance	51,000	45,573	-----
01-200-000-0000-6353	Workers Compensation Insurance	30,000	28,063	-----
01-200-000-0000-6359	Wrecker Service	6,500	6,500	-----
01-200-000-0000-6374	Auto & Trailer License	250	250	-----
01-200-000-0000-6405	Office Supplies	8,500	8,500	-----
01-200-000-0000-6409	Deputy Supplies	10,000	10,000	-----
01-200-000-0000-6410	Clothing Allowance	6,000	6,000	-----
01-200-000-0000-6511	Gas And Oil	65,000	65,000	-----
01-200-000-0000-6590	Repair & Maintenance Supplies	0	0	-----
01-200-000-0000-6610	Equipment & Radios	40,000	40,000	-----
01-200-000-0000-6620	Auto, Trailers, Snowmobiles	120,000	115,000	-----
01-200-000-0000-6625	Office Equipment	5,000	5,000	-----
01-200-000-0000-6630	Miscellaneous- Capital Outlay	0	0	-----
01-200-000-0000-6900	Transfer	0	0	-----
01-200-003-0000-6108	Meals Reimbursed (Taxable)	0	0	-----
01-200-003-0000-6200	Arlt- Sheriff Training	2,500	2,500	-----
01-200-003-0000-6241	Registration Fee	12,500	12,000	-----
01-200-003-0000-6330	Transportation & Travel & Parking	1,000	1,000	-----
01-200-003-0000-6331	Law Enforcement Trning School	0	0	-----
01-200-003-0000-6332	Hotels / Motels	3,500	3,500	-----

SKA1  
8/7/19 8:21AM

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-200-003-0000-6340	Meals	500	500	-----
01-200-003-0000-6511	Gas And Oil	200	0	-----
01-200-019-0000-5760	Canine Donations	100 -	100 -	-----
01-200-019-0000-5840	Misc Receipts	0	0	-----
01-200-019-0000-6108	Meals (Not Overnight)	0	0	-----
01-200-019-0000-6230	Printing, Publishing & Adv	0	0	-----
01-200-019-0000-6231	Services, Labor, Contracts	3,000	2,500	-----
01-200-019-0000-6240	Dues/Assoc Fees	100	100	-----
01-200-019-0000-6241	Registration Fee	0	0	-----
01-200-019-0000-6332	Hotel/Motel Lodging	300	300	-----
01-200-019-0000-6340	Meals Reimbursed Non- Taxable	0	0	-----
01-200-019-0000-6352	Insurance- Vehicles/Equipment/Lia	0	0	-----
01-200-019-0000-6405	Office & Computer Supplies	0	0	-----
01-200-019-0000-6409	Supplies	1,000	1,000	-----
01-200-019-0000-6511	Gas And Oil	0	0	-----
01-200-019-0000-6610	Equipment	0	0	-----
01-200-020-0000-5760	Posse Donations	0	0	-----
01-200-020-0000-5840	Misc. Posse Receipts	0	0	-----
01-200-020-0000-6409	Posse Supplies/Training	0	0	-----
01-200-030-0000-6332	Hotel / Motel Lodging	0	0	-----
01-200-030-0000-6340	Meals Reimbursed Non- Taxable	0	0	-----
01-200-030-0000-6511	Gas And Oil	0	0	-----
01-200-039-0000-5517	Fees For Gun Permits	0	0	-----
01-200-039-0000-6425	Gun Permit Expenses	0	0	-----
01-200-040-0000-5333	TZD Dps State Grant	0	20,250 -	-----
01-200-040-0000-5760	TZD Donations	0	0	-----
01-200-040-0000-5840	Misc Receipts- TZD Donation	0	0	-----
01-200-040-0000-6304	TZD Grant Expenses	0	20,250	-----
01-200-081-0000-6409	Dare Supplies	0	0	-----
01-200-081-0000-6820	Refunds	0	0	-----
01-200-200-0000-6208	Training/Education	0	0	-----
01-200-201-0000-5840	Misc Receipts	0	0	-----
01-200-201-0000-6101	Salaries- Full Time	0	0	-----
01-200-201-0000-6102	Wages- Part Time	0	0	-----
01-200-201-0000-6108	Meals (Not Overnight)	0	0	-----
01-200-201-0000-6109	Salaries- Overtime	0	0	-----
01-200-201-0000-6110	Holiday Pay	0	0	-----

SKA1  
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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
<u>Account Number</u>	<u>Account Description</u>			
01- 200- 201- 0000- 6124	Medicare Employer	0	0	-----
01- 200- 201- 0000- 6148	Employer Deduct Contribution- HS/	0	0	-----
01- 200- 201- 0000- 6149	Employer Deduct Contribution- Vet	0	0	-----
01- 200- 201- 0000- 6150	Employer Deduct Contribution- Vet	0	0	-----
01- 200- 201- 0000- 6151	Employer Deduct Contribution- Vet	0	0	-----
01- 200- 201- 0000- 6152	Life Insurance- Employer	0	0	-----
01- 200- 201- 0000- 6154	Long Term Disability- Employer	0	0	-----
01- 200- 201- 0000- 6155	Ltd S & P- Employee	0	0	-----
01- 200- 201- 0000- 6159	Pera Co- Or	0	0	-----
01- 200- 201- 0000- 6165	Fica- Employer	0	0	-----
01- 200- 201- 0000- 6231	Services, Labor, Contracts	0	0	-----
01- 200- 201- 0000- 6330	Transportation/Travel/Parking	0	0	-----
01- 200- 201- 0000- 6332	Hotel/Motel Lodging	0	0	-----
01- 200- 201- 0000- 6340	Transportation/Travel/Parking	0	0	-----
01- 200- 201- 0000- 6405	Office & Computer Supplies	0	0	-----
01- 200- 201- 0000- 6610	Equipment	0	0	-----
<b>DEPT 200</b>	<b>Enforcement</b>	<b>Revenue</b>	<b>276,418 -</b>	<b>299,530 -</b>
		<b>Expend.</b>	<b>2,410,363</b>	<b>2,483,455</b>
		<b>Net</b>	<b>2,133,945</b>	<b>2,183,925</b>



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

202 DEPT Boat & Water

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-202-000-0000-5310	State Grants- B & W Ppl (Ot)	6,375 -	6,375 -	-----
01-202-000-0000-5315	Boat & Water State Grant	22,000 -	22,000 -	-----
01-202-000-0000-5760	Donations	0	0	-----
01-202-000-0000-5840	Misc Receipts	100 -	100 -	-----
01-202-000-0000-5861	Insurance Proceeds/Reimbursemen	0	0	-----
01-202-000-0000-6101	Salaries- Full Time	52,676	28,744	-----
01-202-000-0000-6102	Salaries- - Part Time	0	17,500	-----
01-202-000-0000-6109	Salaries- Overtime	7,100	7,100	-----
01-202-000-0000-6110	Holiday Pay	1,050	1,050	-----
01-202-000-0000-6124	Medicare- Employer 1.45%	877	788	-----
01-202-000-0000-6148	Employer Deduct Contribution- HS/	0	1,562	-----
01-202-000-0000-6150	Health Insurance- Employer	6,785	7,038	-----
01-202-000-0000-6152	Life Insurance- Employer	45	30	-----
01-202-000-0000-6154	Long Term Disability- Employer	82	0	-----
01-202-000-0000-6156	ID Theft Protection	69	0	-----
01-202-000-0000-6159	Pera	5,921	5,977	-----
01-202-000-0000-6165	Fica- Employer 6.20%	1,863	1,090	-----
01-202-000-0000-6205	Postage	0	0	-----
01-202-000-0000-6230	Printing, Publishing & Adv	150	150	-----
01-202-000-0000-6231	Services & Labor (Incl Contracts)	2,500	2,500	-----
01-202-000-0000-6241	Registration Fee	0	0	-----
01-202-000-0000-6250	Telephone	400	400	-----
01-202-000-0000-6254	Utilities	300	300	-----
01-202-000-0000-6267	Unemployment Compensation	0	0	-----
01-202-000-0000-6272	Physical Examinations	400	400	-----
01-202-000-0000-6302	B&W Maintenance	4,000	4,000	-----
01-202-000-0000-6312	Sales Tax Audit Adjustment	0	0	-----
01-202-000-0000-6314	Radio Maint	0	500	-----
01-202-000-0000-6332	Hotels / Motels	0	0	-----
01-202-000-0000-6352	Insurance	2,600	2,448	-----
01-202-000-0000-6353	Workers Compensation Insurance	1,300	747	-----
01-202-000-0000-6359	Wrecker Service	0	0	-----
01-202-000-0000-6374	Auto & Trailer License	150	150	-----
01-202-000-0000-6405	Office Supplies	350	350	-----
01-202-000-0000-6409	Field Supplies	1,000	1,000	-----
01-202-000-0000-6410	Clothing Allowance	800	800	-----
01-202-000-0000-6511	Gas And Oil	4,000	4,000	-----

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 01 FUND General Fund  
 202 DEPT Boat & Water

# Aitkin County

## USER- SELECTED BUDGET REPORT



Report Basis: Cash

			PROPOSED	ADOPTED	2020 Draft
			2020	2019	
<u>Account Number</u>	<u>Account Description</u>				
01- 202- 000- 0000- 6605	Building & Structures		0	0	-----
01- 202- 000- 0000- 6610	Equipment		3,000	3,000	-----
01- 202- 000- 0000- 6617	Radio Equipment		1,500	1,500	-----
01- 202- 000- 0000- 6620	Auto, Trailers, Snowmobiles		0	0	-----
01- 202- 000- 0000- 6630	Miscellaneous- Capital Outlay		0	0	-----
01- 202- 003- 0000- 6241	Registration Fee		0	0	-----
DEPT 202	Boat & Water	<b>Revenue</b>	28,475 -	28,475 -	-----
		<b>Expend.</b>	98,918	93,124	-----
		<b>Net</b>	70,443	64,649	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

203 DEPT Snowmobile

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
<u>Account Number</u>	<u>Account Description</u>			
01- 203- 000- 0000- 5315	Snowmobile State Grant	5,946 -	5,946 -	-----
01- 203- 000- 0000- 5840	Misc Receipts	30 -	30 -	-----
01- 203- 000- 0000- 6101	Salaries- Full Time	20,680	19,996	-----
01- 203- 000- 0000- 6109	Salaries- Overtime	400	400	-----
01- 203- 000- 0000- 6110	Holiday Pay	1,312	1,731	-----
01- 203- 000- 0000- 6124	Medicare- Employer 1.45%	325	321	-----
01- 203- 000- 0000- 6148	Employer Deduct Contribution- HS	0	1,087	-----
01- 203- 000- 0000- 6150	Health Insurance- Employer	4,720	4,896	-----
01- 203- 000- 0000- 6152	Life Insurance- Employer	31	20	-----
01- 203- 000- 0000- 6154	Long Term Disability- Employer	57	0	-----
01- 203- 000- 0000- 6156	ID Theft Protection	48	0	-----
01- 203- 000- 0000- 6159	Pera Co- Or 14.4%	2,923	3,585	-----
01- 203- 000- 0000- 6231	Services, Labor, Contracts	1,000	1,000	-----
01- 203- 000- 0000- 6250	Telephone	320	320	-----
01- 203- 000- 0000- 6302	Car Maintenance	1,000	1,000	-----
01- 203- 000- 0000- 6314	Radio Maint	0	300	-----
01- 203- 000- 0000- 6352	Insurance	0	0	-----
01- 203- 000- 0000- 6353	Workers Comp Insurance	800	751	-----
01- 203- 000- 0000- 6359	Wrecker Service	0	0	-----
01- 203- 000- 0000- 6374	Auto & Trailer License	30	30	-----
01- 203- 000- 0000- 6405	Office & Computer Supplies	0	0	-----
01- 203- 000- 0000- 6409	Field Supplies	200	200	-----
01- 203- 000- 0000- 6410	Clothing Allowance	300	300	-----
01- 203- 000- 0000- 6511	Gas And Oil	1,800	1,800	-----
01- 203- 000- 0000- 6610	Equipment	0	0	-----
01- 203- 000- 0000- 6617	Radio Equipment	0	0	-----
01- 203- 000- 0000- 6620	Auto, Trailers, Snowmobiles	0	0	-----
01- 203- 000- 0000- 6630	Misc- Capital Expense	4,000	4,000	-----
01- 203- 003- 0000- 6332	Hotel/Motel Lodging	0	0	-----
01- 203- 003- 0000- 6340	Meals (Overnight)	0	0	-----
DEPT 203 Snowmobile	<b>Revenue</b>	5,976 -	5,976 -	-----
	<b>Expend.</b>	39,946	41,737	-----
	<b>Net</b>	33,970	35,761	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

204 DEPT ATV

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
<u>Account Number</u>	<u>Account Description</u>			
01- 204- 000- 0000- 5315	ATV State Grant	12,500 -	12,500 -	-----
01- 204- 000- 0000- 5840	Misc Receipts	0	0	-----
01- 204- 000- 0000- 6101	Salaries- Full Time	11,633	11,248	-----
01- 204- 000- 0000- 6109	Salaries- Overtime	2,100	5,000	-----
01- 204- 000- 0000- 6110	Holiday Pay	716	1,050	-----
01- 204- 000- 0000- 6124	Medicare- Employer 1.45%	252	251	-----
01- 204- 000- 0000- 6148	Employer Deduct Contribution- HS	0	612	-----
01- 204- 000- 0000- 6150	Health Insurance Employer	2,655	2,754	-----
01- 204- 000- 0000- 6152	Life Insurance- Employer	18	13	-----
01- 204- 000- 0000- 6154	Long Term Disability- Employer	32	0	-----
01- 204- 000- 0000- 6156	ID Theft Protection	27	0	-----
01- 204- 000- 0000- 6159	Pera	2,561	2,802	-----
01- 204- 000- 0000- 6231	Services, Labor, Contracts	750	750	-----
01- 204- 000- 0000- 6250	Telephone	165	165	-----
01- 204- 000- 0000- 6302	Car Maintenance	1,500	1,500	-----
01- 204- 000- 0000- 6314	Radio Maint	0	0	-----
01- 204- 000- 0000- 6352	Insurance	0	0	-----
01- 204- 000- 0000- 6353	Workers Compensation Insurance	325	239	-----
01- 204- 000- 0000- 6374	Auto & Trailer License	50	50	-----
01- 204- 000- 0000- 6409	Field Supplies	400	400	-----
01- 204- 000- 0000- 6511	Gas And Oil	1,500	1,500	-----
01- 204- 000- 0000- 6610	Equipment	0	0	-----
01- 204- 000- 0000- 6620	Trailers,Atv's	0	0	-----
01- 204- 000- 0000- 6630	Misc- Capital Outlay	0	4,000	-----
DEPT 204	ATV			
	Revenue	12,500 -	12,500 -	-----
	Expend.	24,684	32,334	-----
	Net	12,184	19,834	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

252 DEPT Corrections

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-252-000-0000-5001	Property Taxes - Current	0	0	-----
01-252-000-0000-5004	Property Taxes - Delinquent	0	0	-----
01-252-000-0000-5064	Mobile Home - Delinquent	0	0	-----
01-252-000-0000-5310	State Grants- Ream	0	0	-----
01-252-000-0000-5317	Co Criminal Justice Aid(Part 1 Crim	0	0	-----
01-252-000-0000-5530	Corrections Fees	9,000 -	9,000 -	-----
01-252-000-0000-5532	Transport Inmates	3,000 -	3,000 -	-----
01-252-000-0000-5534	Huber	0	0	-----
01-252-000-0000-5535	Board Of Prisoners	200,000 -	290,000 -	-----
01-252-000-0000-5536	Inmate Medical (Boarding)	5,000 -	10,000 -	-----
01-252-000-0000-5541	Pay To Stay Incountry Boarding Mn6	50,000 -	50,000 -	-----
01-252-000-0000-5542	Pay To Stay Incountry Medical Mn64	0	0	-----
01-252-000-0000-5549	Short Term Offender Fees	0	0	-----
01-252-000-0000-5840	Misc Receipts	2,000 -	1,000 -	-----
01-252-000-0000-5860	Jury Duty Reimb	0	0	-----
01-252-000-0000-5861	Medical Co Pay From Inmates	1,500 -	1,000 -	-----
01-252-000-0000-5870	Prisoner Welfare Account	0	0	-----
01-252-000-0000-5871	Pop Sales (Education Fund)	0	0	-----
01-252-000-0000-6101	Salaries- Full Time	1,511,699	1,368,550	-----
01-252-000-0000-6102	Salaries- - Part Time	0	65,000	-----
01-252-000-0000-6108	Meals Reimbursed (Taxable)	100	0	-----
01-252-000-0000-6109	Overtime- Salaries	80,000	70,000	-----
01-252-000-0000-6110	Holiday Pay	60,000	67,080	-----
01-252-000-0000-6124	Medicare- Employer 1.45%	23,754	22,775	-----
01-252-000-0000-6148	Employer Deduct Contribution- HS;	18,950	14,864	-----
01-252-000-0000-6149	Employer Deduct Contribution- Vet	0	0	-----
01-252-000-0000-6150	Health Insurance- Employer	371,802	346,444	-----
01-252-000-0000-6151	Sick Leave Accrual	0	0	-----
01-252-000-0000-6152	Life Insurance- Employer	2,428	2,201	-----
01-252-000-0000-6154	Long Term Disability- Employer	3,758	2,688	-----
01-252-000-0000-6156	ID Theft Protection	0	0	-----
01-252-000-0000-6157	Retiree Health	6,145	0	-----
01-252-000-0000-6159	Pera 8.75%	136,065	135,035	-----
01-252-000-0000-6164	Police & Fire (12)	0	0	-----
01-252-000-0000-6165	Fica- Employer 6.20%	101,567	97,380	-----
01-252-000-0000-6205	Postage	100	100	-----
01-252-000-0000-6209	Sts Second Crew	0	0	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

252 DEPT Corrections

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-252-000-0000-6230	Printing, Publishing & Adv	300	300	-----
01-252-000-0000-6231	Services & Labor (Incl Contracts)	60,000	50,000	-----
01-252-000-0000-6234	Huber- Electronic Monitor	1,000	1,000	-----
01-252-000-0000-6240	Dues	0	0	-----
01-252-000-0000-6241	Registration Fee	0	0	-----
01-252-000-0000-6244	Pop(Employee Education Fund)	0	0	-----
01-252-000-0000-6250	Telephone	1,500	4,500	-----
01-252-000-0000-6254	Utilities & Heating	104,000	102,000	-----
01-252-000-0000-6260	Prof Counseling - Inmates	1,000	1,000	-----
01-252-000-0000-6262	Medical Expenses & Supplies - Inm:	212,900	173,000	-----
01-252-000-0000-6267	Unemployment Compensation	1,000	1,000	-----
01-252-000-0000-6271	Inspection Fees	0	500	-----
01-252-000-0000-6272	Physical Examinations	1,000	1,000	-----
01-252-000-0000-6302	Car Maintenance	4,000	4,000	-----
01-252-000-0000-6312	Sales Tax Audit Adjustment	0	0	-----
01-252-000-0000-6314	Radio Maint	0	0	-----
01-252-000-0000-6330	Prisoner Transportation & Travel	6,000	6,000	-----
01-252-000-0000-6332	Hotel / Motel Lodging	0	0	-----
01-252-000-0000-6340	Meals	0	0	-----
01-252-000-0000-6351	Board Of Prisoners	0	0	-----
01-252-000-0000-6352	Insurance	750	750	-----
01-252-000-0000-6353	Workers Compensation Insurance	28,000	23,809	-----
01-252-000-0000-6359	Wrecker Service	0	0	-----
01-252-000-0000-6374	Auto & Trailer License	50	50	-----
01-252-000-0000-6405	Office & Computer Supplies	10,000	10,000	-----
01-252-000-0000-6409	Jail Supplies	3,000	3,000	-----
01-252-000-0000-6410	Clothing Allowance	5,000	5,000	-----
01-252-000-0000-6418	Groceries	185,000	185,000	-----
01-252-000-0000-6420	Kitchen Supplies	3,500	3,500	-----
01-252-000-0000-6421	Laundry Supplies	0	0	-----
01-252-000-0000-6422	Janitorial Supplies	33,000	33,000	-----
01-252-000-0000-6424	Inmate Supplies	6,300	5,000	-----
01-252-000-0000-6511	Gas And Oil	300	300	-----
01-252-000-0000-6513	Fuel Oil	500	500	-----
01-252-000-0000-6590	Repair & Maintenance Supplies	40,000	40,000	-----
01-252-000-0000-6605	Building & Structures	30,000	30,000	-----
01-252-000-0000-6610	Equipment	0	0	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

252 DEPT Corrections

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-252-000-0000-6617	Radio Equipment	0	0	-----
01-252-000-0000-6625	Office Equipment	0	0	-----
01-252-000-0000-6630	Miscellaneous- Capital Outlay	3,000	3,000	-----
01-252-000-0000-6820	Refunds	0	0	-----
01-252-003-0000-6240	Dues/Assoc Fees	0	0	-----
01-252-003-0000-6241	School Registration Fee	2,500	4,000	-----
01-252-003-0000-6330	School Tran & Travel & Parking	300	300	-----
01-252-003-0000-6332	School Hotels / Motels	2,000	3,000	-----
01-252-003-0000-6340	Schooling Meals	500	500	-----
01-252-003-0000-6511	Gas And Oil	300	300	-----
01-252-030-0000-6351	Board Of Prisoners	0	0	-----
01-252-201-0000-5840	Misc Receipts	0	0	-----
01-252-201-0000-6101	Salaries- Full Time	0	0	-----
01-252-201-0000-6102	Wages- Part Time	0	0	-----
01-252-201-0000-6108	Meals (Not Overnight)	0	0	-----
01-252-201-0000-6109	Meals (Not Overnight)	0	0	-----
01-252-201-0000-6110	Holiday Pay	0	0	-----
01-252-201-0000-6124	Medicare Employer	0	0	-----
01-252-201-0000-6148	Employer Deduct Contribution- HS	0	0	-----
01-252-201-0000-6150	Health Insurance Employer	0	0	-----
01-252-201-0000-6151	Severence Pay	0	0	-----
01-252-201-0000-6152	Life Insurance- Employer	0	0	-----
01-252-201-0000-6154	Long Term Disability- Employer	0	0	-----
01-252-201-0000-6159	Pera Co- Or	0	0	-----
01-252-201-0000-6165	Fica- Employer	0	0	-----
01-252-201-0000-6231	Services, Labor, Contracts	0	0	-----
01-252-201-0000-6330	Transportation/Travel/Parking	0	0	-----
01-252-201-0000-6332	Hotel/Motel Lodging	0	0	-----
01-252-201-0000-6340	Meals (Overnight)	0	0	-----
01-252-201-0000-6405	Office & Computer Supplies	0	0	-----
01-252-201-0000-6610	Equipment	0	0	-----
01-252-252-0000-5840	Drug test kit reimbursement	0	0	-----
01-252-252-0000-5870	Prisoner Welfare Account(Non Tax)	0	0	-----
01-252-252-0000-5871	Tw Vending Prisoner Welfare(Non T	0	0	-----
01-252-252-0000-5872	Phone Card Prisoner Welfare(Taxab	0	0	-----
01-252-252-0000-5885	Commissary Sales Taxable	0	0	-----
01-252-252-0000-6405	Prisoner Welfare	0	0	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

252 DEPT Corrections

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
<u>Account Number</u>	<u>Account Description</u>			
01- 252- 252- 0000- 6406	Phone Card Prisoner Welfare	0	0	-----
01- 252- 252- 0000- 6407	Tw Vending Prisoner Welfare	0	0	-----
01- 252- 252- 0000- 6408	Commissary Supplies	0	0	-----
01- 252- 252- 0000- 6430	Drug Test Kits	0	0	-----
DEPT 252	Corrections			
	<b>Revenue</b>	270,500 -	364,000 -	-----
	<b>Expend.</b>	3,063,068	2,887,426	-----
	<b>Net</b>	2,792,568	2,523,426	-----



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

253 DEPT Sentence to Serve

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED</u> <u>2020</u>	<u>ADOPTED</u> <u>2019</u>	<u>2020 Draft</u>
01- 253- 000- 0000- 5315	State Grant Funding	30,443 -	30,443 -	-----
01- 253- 000- 0000- 5760	Donations	0	0	-----
01- 253- 000- 0000- 5840	Misc Receipts	0	0	-----
01- 253- 000- 0000- 5861	Insurance Proceeds/Reimbursemen	0	0	-----
01- 253- 000- 0000- 5872	Donations- Use 5760	1,500 -	1,500 -	-----
01- 253- 000- 0000- 6101	Salaries- Full Time	79,400	71,011	-----
01- 253- 000- 0000- 6102	Wages- Part Time	0	0	-----
01- 253- 000- 0000- 6108	Meals (Not Overnight)	0	0	-----
01- 253- 000- 0000- 6109	Salaries- Overtime	2,500	500	-----
01- 253- 000- 0000- 6110	Holiday Pay	0	0	-----
01- 253- 000- 0000- 6124	Medicare Employer	1,188	1,037	-----
01- 253- 000- 0000- 6148	Employer Deduct Contribution- HS/	1,630	1,304	-----
01- 253- 000- 0000- 6149	Employer Deduct Contribution- Vet	0	0	-----
01- 253- 000- 0000- 6150	Health Insurance Employer	21,942	19,675	-----
01- 253- 000- 0000- 6152	Life Insurance- Employer	140	171	-----
01- 253- 000- 0000- 6154	Long Term Disability- Employer	218	228	-----
01- 253- 000- 0000- 6155	Ltd S & P- Employee	0	0	-----
01- 253- 000- 0000- 6159	Pera Co- Or	6,794	6,257	-----
01- 253- 000- 0000- 6165	Fica- Employer	5,078	4,434	-----
01- 253- 000- 0000- 6204	Juvenile Detention	0	0	-----
01- 253- 000- 0000- 6205	Postage	0	0	-----
01- 253- 000- 0000- 6209	Sts Second Crew	0	0	-----
01- 253- 000- 0000- 6230	Printing, Publishing & Adv	0	0	-----
01- 253- 000- 0000- 6231	Services, Labor, Contracts	0	0	-----
01- 253- 000- 0000- 6240	Dues	0	0	-----
01- 253- 000- 0000- 6241	Registration Fee/license plates	0	0	-----
01- 253- 000- 0000- 6250	Telephone	540	540	-----
01- 253- 000- 0000- 6254	Utilities	0	0	-----
01- 253- 000- 0000- 6260	Professional Consulting	0	0	-----
01- 253- 000- 0000- 6266	Workers Comp Insurance	0	0	-----
01- 253- 000- 0000- 6272	Physical Examinations	0	0	-----
01- 253- 000- 0000- 6301	Rentals	0	0	-----
01- 253- 000- 0000- 6302	Car Maintenance	4,000	4,000	-----
01- 253- 000- 0000- 6312	Sales Tax Audit Adjustment	0	0	-----
01- 253- 000- 0000- 6314	Radio Maint	0	0	-----
01- 253- 000- 0000- 6330	Transportation/Travel/Parking (Ow	250	250	-----
01- 253- 000- 0000- 6332	Hotel/Motel Lodging	250	250	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

253 DEPT Sentence to Serve

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
Account Number	Account Description			
01- 253- 000- 0000- 6340	Meals (Overnight)	100	100	-----
01- 253- 000- 0000- 6350	Per Diem	0	0	-----
01- 253- 000- 0000- 6352	Insurance	2,350	2,309	-----
01- 253- 000- 0000- 6353	Workers Comp Insurance	2,600	2,437	-----
01- 253- 000- 0000- 6359	Wrecker Service	0	0	-----
01- 253- 000- 0000- 6374	Auto & Trailer License	75	75	-----
01- 253- 000- 0000- 6405	Operating Supplies	4,000	3,000	-----
01- 253- 000- 0000- 6409	STS Project Supplies	1,000	1,000	-----
01- 253- 000- 0000- 6410	Clothing Allowance	0	0	-----
01- 253- 000- 0000- 6511	Gas And Oil	3,600	3,600	-----
01- 253- 000- 0000- 6590	Repair & Maintenance Supplies	1,500	1,500	-----
01- 253- 000- 0000- 6605	Building & Structures	0	0	-----
01- 253- 000- 0000- 6610	Equipment	1,500	1,500	-----
01- 253- 000- 0000- 6620	Auto, Trailers, Snowmobiles	0	0	-----
01- 253- 000- 0000- 6625	Office Equipment	0	0	-----
01- 253- 000- 0000- 6630	Miscellaneous- Capital Outlay	10,000	10,000	-----
01- 253- 000- 0000- 6800	Community Corrections Appropria	0	0	-----
01- 253- 000- 0000- 6823	County Allocation	0	0	-----
01- 253- 000- 0000- 6824	Cmjc Deficits	0	0	-----
01- 253- 003- 0000- 6200	Training	0	0	-----
01- 253- 003- 0000- 6241	Registration Fee	0	0	-----
01- 253- 003- 0000- 6330	Transportation/Travel/Parking	0	0	-----
01- 253- 003- 0000- 6331	Training School	0	0	-----
01- 253- 003- 0000- 6332	Hotel/Motel Lodging	0	0	-----
01- 253- 003- 0000- 6340	Meals (Overnight)	0	0	-----
01- 253- 003- 0000- 6511	Gas & Oil	0	0	-----
<b>DEPT 253</b>	<b>Sentence to Serve</b>	<b>Revenue 31,943 -</b>	<b>31,943 -</b>	<b>-----</b>
		<b>Expend. 150,655</b>	<b>135,178</b>	<b>-----</b>
		<b>Net 118,712</b>	<b>103,235</b>	<b>-----</b>

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

254 DEPT Enhanced 911 System

		PROPOSED	ADOPTED	2020 Draft
		2020	2019	
<u>Account Number</u>	<u>Account Description</u>			
01-254-000-0000-5310	State 'Shared Revenue'- Enhanced 9	0	89,000 -	-----
01-254-000-0000-5791	Interest Income	0	0	-----
01-254-000-0000-5840	Misc Receipts	0	0	-----
01-254-000-0000-6205	Postage	0	0	-----
01-254-000-0000-6230	Printing, Publishing & Adv	0	0	-----
01-254-000-0000-6231	Services, Labor, Contracts	0	86,000	-----
01-254-000-0000-6250	Telephone	0	0	-----
01-254-000-0000-6330	Transportation/Travel/Parking	0	0	-----
01-254-000-0000-6332	Hotel / Motel Lodging	0	0	-----
01-254-000-0000-6405	Office & Computer Supplies	0	0	-----
01-254-000-0000-6409	Deputy Supplie	0	0	-----
01-254-000-0000-6511	Gas And Oil	0	0	-----
01-254-000-0000-6610	Equipment	0	0	-----
01-254-000-0000-6625	E- 911 Equipment	0	0	-----
01-254-000-0000-6630	Misc- Capital Expense	0	0	-----
01-254-003-0000-6241	Registration Fee	0	0	-----
01-254-003-0000-6332	Hotel	0	0	-----
01-254-003-0000-6340	Meals	0	0	-----
01-254-003-0000-6511	Gas & Oil	0	0	-----
DEPT 254	Enhanced 911 System			
	Revenue	0	89,000 -	-----
	Expend.	0	86,000	-----
	Net	0	3,000 -	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

280 DEPT Emergency Management

<u>Account Number</u>	<u>Account Description</u>	<u>PROPOSED 2020</u>	<u>ADOPTED 2019</u>	<u>2020 Draft</u>
01-280-000-0000-5390	Emergency Service State Grant	19,194 -	19,194 -	-----
01-280-000-0000-5840	Misc Receipts	0	0	-----
01-280-000-0000-6101	Salaries- Full Time	30,339	29,333	-----
01-280-000-0000-6108	Meals Reimbursed (Taxable)	0	0	-----
01-280-000-0000-6109	Overtime- Salaries	0	0	-----
01-280-000-0000-6124	Medicare- Employer 1.45%	440	426	-----
01-280-000-0000-6148	Employer Deduct Contribution- HS	1,130	1,130	-----
01-280-000-0000-6149	Employer Deduct Contribution- Vet	0	0	-----
01-280-000-0000-6150	Health Insurance- Employer	3,422	3,227	-----
01-280-000-0000-6152	Life Insurance- Employer	47	30	-----
01-280-000-0000-6154	Long Term Disability- Employer	83	66	-----
01-280-000-0000-6159	Pera Co- Or 14.4%	2,275	2,567	-----
01-280-000-0000-6165	Fica- Employer 6.20%	1,881	1,819	-----
01-280-000-0000-6230	Printing, Publishing & Adv	0	0	-----
01-280-000-0000-6231	Services, Labor, Etc	1,000	1,000	-----
01-280-000-0000-6240	Dues	700	700	-----
01-280-000-0000-6241	Registration Fee	0	0	-----
01-280-000-0000-6250	Telephone	500	500	-----
01-280-000-0000-6302	Car Maintenance	0	0	-----
01-280-000-0000-6314	Radio Maint	0	0	-----
01-280-000-0000-6330	Transportation & Travel & Parking	400	400	-----
01-280-000-0000-6332	Hotel / Motel Lodging	0	0	-----
01-280-000-0000-6340	Meals	0	0	-----
01-280-000-0000-6352	Insurance	250	222	-----
01-280-000-0000-6353	Workers Compensation Insurance	690	645	-----
01-280-000-0000-6374	Auto & Trailer License	0	0	-----
01-280-000-0000-6405	Office Supplies	500	500	-----
01-280-000-0000-6409	Deputy Supplie	100	100	-----
01-280-000-0000-6511	Gas And Oil	0	0	-----
01-280-000-0000-6590	Repair & Maintenance Supplies	0	0	-----
01-280-000-0000-6610	Equipment	5,000	5,000	-----
01-280-000-0000-6617	Radio Equipment	0	0	-----
01-280-000-0000-6625	Office Equipment	0	0	-----
01-280-003-0000-6241	Registration Fee	500	500	-----
01-280-003-0000-6330	Transporation	500	500	-----
01-280-003-0000-6332	Hotel / Motel Lodging	1,000	1,000	-----
01-280-003-0000-6340	Meals- Schooling	300	300	-----

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

280 DEPT Emergency Management

			PROPOSED	ADOPTED	2020 Draft	
			2020	2019		
	<u>Account Number</u>	<u>Account Description</u>				
	01-280-003-0000-6511	Gas & Oil	0	0	-----	
DEPT	280	Emergency Management	Revenue	19,194 -	19,194 -	-----
			Expend.	51,057	49,965	-----
			Net	31,863	30,771	-----
<b>Final Totals</b>			Revenue	645,006 -	850,618 -	-----
			Expend.	5,838,691	5,809,219	-----
			Net	5,193,685	4,958,601	-----



# Board of County Commissioners Agenda Request

7A

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Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Proposed 2020 - Land Department Budget

<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)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Rich Courtemanche		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Rich Courtemanche - Land Commissioner		<b>Estimated Time Needed:</b> 15 min
<b>Summary of Issue:</b>  The attached is the proposed 2020 Land Department Budget to present to the Aitkin County Board of Commissioners. The attached has been reviewed by the County Administrator.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b>  		
<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 <i>Please Explain:</i>		

**Land Department**

County Development AccountNumber	ACCOUNTDESCRIPTION	ACCO RANGEDESCRIPTION	2020 BUDGETED
10-921-000-0000-5220	Concon Apport Ms 84 A 51 Intergovernment	5 Shared Revenues	(200,000.00)
10-921-000-0000-5251	In Lieu Apportionments & Receipts	5 Intergovernmental Charges	(85,000.00)
10-921-000-0000-5840	Misc Receipts	5 Miscellaneous	(2,000.00)
10-921-000-0000-6231	Services, Labor, Contracts	6 Services And Charges	100,000.00
10-921-000-0000-6240	Dues	6 Services And Charges	3,000.00
10-921-000-0000-6250	Telephone	6 Services And Charges	0.00
		Road And Bridge Supplies And	
10-921-000-0000-6515	Culverts	6 Materials	10,000.00
10-921-000-0000-6610	Equipment	6 Capital Outlay	0.00
10-921-000-0000-6801	Appropriations	6 Other Expenditures	50,000.00
10-921-000-0000-6900	**Transfers -----	6 Other Financing Uses	200,020.83
			<b>Transfers - Sub Report</b>
			subtotal-> to 11-393 - 50% Survey Equipment, A
			\$ 6,410.00
			(287,000.00) to 11-393 - 50% Salaries of Field Surv
			\$ 71,038.23
			363,020.83 to 11-393 - 40% Salaries of gis and su
			\$ 80,509.83
			to admin - 40% of Salary Ross
			\$ 42,062.77
		<b>REVENUE</b>	
		<b>EXPENDITURES</b>	
		<b>NET</b>	<b>76,020.83</b>

**Cons. Forfeited Tax Sales**

10-922-000-0000-5253	Conservation Forfeited Tax Sales	5 Intergovernmental Charges	0.00	\$ 200,020.83
10-922-000-0000-6205	Postage	6 Services And Charges	0.00	
10-922-000-0000-6815	Cons. Forfeited Tax Sales	6 Other Expenditures	0.00	
10-922-000-0000-6831	1% Cfts Receipts	6 Other Expenditures	0.00	
		<b>REVENUE</b>	<b>0.00</b>	
		<b>EXPENDITURES</b>	<b>0.00</b>	
		<b>NET</b>	<b>0.00</b>	

**Forfeited Tax Sales**

10-923-000-0000-5254	Forfeited Tax Sales	5	Intergovernmental Charges	(1,500,000.00)		
10-923-000-0000-6101	Salaries-Full Time	6	Salaries And Wages	405,835.48		
10-923-000-0000-6102	Salaries-Part Time	6	Salaries And Wages	21,497.24		
10-923-000-0000-6124	Medicare-Employer	6	Salaries And Wages	6,196.32		
10-923-000-0000-6148	Employer Deduct Contribution-HSA	6	Salaries And Wages	21,060.00		
10-923-000-0000-6150	Health Insurance-Employer	6	Employee Benefits	58,501.92		
10-923-000-0000-6152	Life Insurance-Employer	6	Employee Benefits	579.48		
10-923-000-0000-6154	Long Term Disability-Employer	6	Employee Benefits	1,116.05		
10-923-000-0000-6159	Pera Co	6	Employee Benefits	31,028.41		
10-923-000-0000-6165	Fica-Employer	6	Employee Benefits	26,494.63		
10-923-000-0000-6205	Postage	6	Services And Charges	2,500.00		
10-923-000-0000-6208	Training/Education	6	Services And Charges	2,000.00		
10-923-000-0000-6230	Printing, Publishing & Adv	6	Services And Charges	2,500.00		
10-923-000-0000-6231	Services, Labor, Contracts	6	Services And Charges	65,000.00		
10-923-000-0000-6240	Dues	6	Services And Charges	2,600.00		
10-923-000-0000-6243	License Fee	6	Services And Charges	0.00		
10-923-000-0000-6250	Telephone	6	Services And Charges	4,200.00		
10-923-000-0000-6254	Utilities	6	Services And Charges	14,000.00		
10-923-000-0000-6267	Unemployment Compensation	6	Services And Charges	500.00		
10-923-000-0000-6311	Sales Tax	6	Repair And Maintenance Services	250.00		
10-923-000-0000-6330	Transportation & Travel	6	Travel	3,000.00		
10-923-000-0000-6332	Hotel/Motel Lodging	6	Travel	1,000.00		
10-923-000-0000-6340	Meals Reimbursed Non-Taxable	6	Rentals And Services Agreements	250.00		
10-923-000-0000-6350	Per Diem	6	Other Charges	0.00		
10-923-000-0000-6352	Insurance	6	Other Charges	10,000.00		
10-923-000-0000-6353	Workers Compensation Insurance	6	Other Charges	6,000.00		
10-923-000-0000-6356	License Fees	6	Other Charges	200.00		
10-923-000-0000-6374	Auto & Trailer License	6	Other Charges	0.00		
10-923-000-0000-6405	Office, Computers	6	Direct Materials And Supplies	16,000.00		
10-923-000-0000-6511	Gas And Oil	6	Road And Bridge Supplies And Materials	52,250.00		
10-923-000-0000-6590	Repair & Maintenance Supplies	6	Repair And Maintenance Supplies	50,000.00		
10-923-000-0000-6820	Refunds & Reimbursements	6	Other Expenditures	60,000.00		
10-923-000-0000-6900	Transfers	6	Other Financing Uses	0.00		
10-923-000-0000-6901	Incidental Transfers	6	Other Financing Uses	20,000.00		
			subtotal->			
			REVENUE	(1,500,000.00)		
			EXPENDITURES	884,559.53		
						\$ 20,000.00

Contracts - Sub Report		
Tax Forfeited Demo	\$	30,000.00
Big Bird Survey with NRRRI	\$	5,000.00
DMS Program with Prowest	\$	15,000.00
Northern Long Earred Bad with West	\$	5,000.00
FSC Audit NEPCON	\$	10,000.00
	\$	65,000.00

Transfers - Sub Report		
Auditor's Support	\$	20,000.00
Ross Wagner's Salary 11-925	\$	-



**NET**

**(615,440.47)**

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**Resource Development**

11-925-000-0000-5150	Sooline Rr Permits L79C303 Ms 477-A-11-14	5	Licenses And Permits	(250.00)		
11-925-000-0000-5222	Intergovernmental	5	Shared Revenues	(142,000.00)	<b>Appropriation - Sub Report</b>	
11-925-000-0000-5252	For Tax Sales Apportionment	5	Intergovernmental Charges	(270,000.00)	Apportionment (30% of F73 after	
11-925-000-0000-5840	Misc Receipts	5	Miscellaneous	(1,500.00)	Memorial Forest is removed F80)	(150,000.00)
11-925-000-0000-6101	Salaries-Full Time	6	Salaries And Wages	72,892.16	Memorial Forest	(120,000.00)
11-925-000-0000-6102	Salaries-Part Time	6	Salaries And Wages	0.00		
11-925-000-0000-6124	Medicare-Employer	6	Salaries And Wages	1,056.94		
	Employer Deduct Contribution-					(270,000.00)
11-925-000-0000-6148	HSA	6	Salaries And Wages	3,712.00		
11-925-000-0000-6150	Health Insurance-Employer	6	Employee Benefits	16,933.34		
11-925-000-0000-6152	Life Insurance-Employer	6	Employee Benefits	112.03		
11-925-000-0000-6154	Long Term Disability-Employer	6	Employee Benefits	200.46		
11-925-000-0000-6159	Pera Co	6	Employee Benefits	5,466.91		
11-925-000-0000-6165	Fica-Employer	6	Employee Benefits	4,519.31		
11-925-000-0000-6231	Services, Labor, Contracts	6	Services And Charges	36,500.00		
11-925-000-0000-6273	Timber Improvement	6	Services And Charges	35,000.00		
11-925-000-0000-6280	State Deed Forfeited Tax Sales	6	Services And Charges	500.00		
11-925-000-0000-6282	State Deed Repurchase	6	Services And Charges	250.00		
11-925-000-0000-6350	Per Diem	6	Other Charges	4,000.00		
11-925-000-0000-6352	Insurance	6	Other Charges	1,500.00		
11-925-000-0000-6353	Workers Compensation Insurance	6	Other Charges	3,500.00		
11-925-000-0000-6361	Road Construction Service	6	Other Charges	0.00		
11-925-000-0000-6405	Office Supplies	6	Direct Materials And Supplies	0.00		
11-925-000-0000-6406	Field Supplies	6	Direct Materials And Supplies	5,000.00		
11-925-000-0000-6590	Repair & Maintenance Supplies	6	Repair And Maintenance Supplies	12,500.00		
11-925-000-0000-6610	Equipment	6	Capital Outlay	0.00	<b>Transfers - Sub Report</b>	
11-925-000-0000-6620	Auto, Trailers, Snowmobiles	6	Capital Outlay	0.00	20% of Salary Ross	\$ 21,031.39
11-925-000-0000-6900	**Transfers -----	6	Other Financing Uses	198,832.84	to 11-939 - Salaries Field Survey Crew	
					to 11-939 - 1/2 Dee and 1/2 Tracy,	\$ 71,038.23
					to 11-939 - 50% of survey equipment,	
					supplies, office, etc	\$ 6,410.00
					to 11-939 - 20% of Salaries - Randy	
					subtotal-> and Dan H.	\$ 40,254.92
					to 11-935 - Forest Road Construction	\$ 60,098.30
			REVENUE	(413,750.00)		
			EXPENDITURES	402,475.99		
			NET	(11,274.01)		\$ 198,832.84

**Forest Road**

Funding of Forest Road Projects					
11-935-000-0000-5948	11-925	5	Intergovernmental Charges	(60,098.30)	
11-935-000-0000-5301	Forest Road Grt Lw 1988Ch686	5	State Grants	(38,000.00)	
11-935-000-0000-5330	State Grants	5	State Grants	(38,341.70)	
11-935-000-0000-6102	Salaries-Part Time	6	Salaries And Wages	17,594.00	
11-935-000-0000-6124	Medicare-Employer	6	Salaries And Wages	255.00	<b>Road Construction = Sub Report</b>
11-935-000-0000-6148	Employer Deduct Contribution-HSA	6	Salaries And Wages	0.00	Roth \$ 16,000.00
11-935-000-0000-6159	Pera Co-Or 7.25%	6	Employee Benefits	0.00	Kern \$ 35,000.00
11-935-000-0000-6165	Fica-Employer	6	Employee Benefits	1,091.00	Ruyak \$ 18,000.00
11-935-000-0000-6231	Services, Labor, Contracts	6	Services And Charges	17,000.00	Elg \$ 12,000.00
11-935-000-0000-6353	Workers Compensation Insurance	6	Other Charges	1,500.00	Misc \$ 15,000.00
11-935-000-0000-6361	Road Construction Service	6	Other Charges	96,000.00	
11-935-000-0000-6511	Gas And Oil	6	Road And Bridge Supplies And Materials	3,000.00	
					<b>\$ 96,000.00</b>
REVENUE				(136,440.00)	
EXPENDITURES				136,440.00	
NET				<u>0.00</u>	

**Gravel Pit**

11-936-000-0000-5840	Misc Receipts	5	Miscellaneous	
REVENUE				
EXPENDITURES				<u>0.00</u>
NET				<u>0.00</u>

**Environmental Trust Fund**

18-937-000-0000-5791	Interest Income	5	Gifts And Contributions	(13,600.00)
18-937-000-0000-6900	Transfers to Other Funds	6	Other Financing Uses	13,600.00
REVENUE				(13,600.00)
EXPENDITURES				<u>13,600.00</u>
NET				<u>0.00</u>

**Parks**

21-520-000-0000-5001	Taxes	5	Taxes	(14,500.00)		
21-520-000-0000-5252	Forf Tax Sales Apportionment	5	Intergovernmental Charges	(130,000.00)		
	Intgov Rev Dnr-Public Access					
21-520-000-0000-5256	Maint	5	Intergovernmental Charges	(4,200.00)		
21-520-000-0000-5396	Trail Grants-State	5	State Grants	(367,902.00)		
21-520-000-0000-5510	Co. Parks Campground Fees	5	Charges For Services	(25,000.00)		
21-520-000-0000-5840	Misc Receipts	5	Miscellaneous	0.00		
21-520-000-0000-6101	Salaries-Full Time	6	Salaries And Wages	46,595.00		
21-520-000-0000-6102	Salaries-Part Time	6	Salaries And Wages	13,621.00		
21-520-000-0000-6124	Medicare Employer	6	Salaries And Wages	873.00		
	Employer Deduct Contribution-					
	HSA	6	Salaries And Wages	2,260.00		
21-520-000-0000-6150	Health Insurance-Employer	6	Employee Benefits	6,843.00		
21-520-000-0000-6152	Life Insurance-Employer	6	Employee Benefits	38.00		
21-520-000-0000-6154	Long Term Disability-Employer	6	Employee Benefits	128.00		
21-520-000-0000-6159	Pera Co	6	Employee Benefits	3,495.00		
21-520-000-0000-6165	Fica-Employer	6	Employee Benefits	3,733.00		
21-520-000-0000-6231	Services, Labor, Contracts	6	Services And Charges	55,000.00	<b>Contracts - Sub Report</b>	
21-520-000-0000-6254	Utilities	6	Services And Charges	0.00	Campground Upkeep (mow, pump)	\$ 25,000.00
21-520-000-0000-6255	Garbage	6	Services And Charges	0.00	Outhouses - New Construction	\$ 30,000.00
21-520-000-0000-6352	Insurance	6	Other Charges	2,300.00		
						<b>\$ 55,000.00</b>
21-520-000-0000-6353	Workers Compensation Insurance	6	Other Charges	2,200.00		
21-520-000-0000-6374	Auto & Trailer License	6	Other Charges	500.00		
21-520-000-0000-6361	Road Construction Service	6	Other Charges	3,500.00		
21-520-000-0000-6406	Field Supplies	6	Direct Materials And Supplies	0.00		
			Road And Bridge Supplies And			
			Materials	0.00		
21-520-000-0000-6511	Gas And Oil	6				
21-520-000-0000-6620	Auto, Trailers, Snowmobiles	6	Capital Outlay	52,000.00		
21-520-000-0000-6802	Trail Grants-State	6	Other Expenditures	323,875.00	<b>Transfers to Other Accounts - Sub Report</b>	
21-520-000-0000-6900	Transfers to Other Funds	6	Other Financing Uses	61,400.00	LLCC	\$ 75,000.00
					Interest from Env. Trust Fund F157	\$ (13,600.00)
			subtotal->			
			REVENUE	(541,602.00)		
			EXPENDITURES	578,361.00		<b>\$ 61,400.00</b>
			NET	36,759.00		

**County Surveyor**

11-939-000-0000-5001	Property Taxes - Current	5	Taxes	(80,509.83)			
	Funding of Surveyors - 10-921-6900 and 11-925-6900	5	Intergovernmental Charges	(275,661.20)	<b>Transfers into 10-939 - Sub Report</b>		
11-939-000-0000-5948	Misc Receipts (GIS)	5	Miscellaneous	(2,500.00)	10-921 to 11-393 - 50% Survey Equipr	\$	6,410.00
11-939-000-0000-6101	Salaries-Full Time	6	Salaries And Wages	257,271.00	10-921 to 11-393 - 50% Salaries of Fic	\$	71,038.23
11-939-000-0000-6124	Medicare Employer	6	Salaries And Wages	3,730.00	10-921 to 11-393 - 40% Salaries of gis	\$	80,509.83
	Employer Deduct Contribution-HSA	6	Salaries And Wages	10,040.00	11-925 to 11-939 - Salaries Field Survey Crew 1/2 Dee and 1/2 Tracy,	\$	71,038.23
11-939-000-0000-6148	Health Insurance Employer	6	Employee Benefits	36,094.00	11-925 to 11-939 - 50% of survey equipment, supplies, office, etc	\$	6,410.00
11-939-000-0000-6152	Life Insurance-Employer	6	Employee Benefits	262.00	11-925 to 11-939 - 20% of Salaries - Randy and Dan H.	\$	40,254.91
11-939-000-0000-6154	Long Term Disability-Employer	6	Employee Benefits	708.00			
11-939-000-0000-6159	Pera Co-Or	6	Employee Benefits	19,295.00			
11-939-000-0000-6165	Fica-Employer	6	Employee Benefits	15,951.00			\$ 275,661.20
11-939-000-0000-6205	Postage	6	Services And Charges	50.00			
11-939-000-0000-6208	Staff Development/Training	6	Services And Charges	1,000.00			
11-939-000-0000-6240	Dues/Assoc Fees	6	Services And Charges	120.00			
11-939-000-0000-6250	Telephone	6	Services And Charges	600.00			
11-939-000-0000-6332	Hotel/Motel Lodging	6	Travel	300.00	<b>Surveyor/GIS w/o Salaries -Sub Report</b>		
11-939-000-0000-6340	Meals (Overnight)	6	Rentals And Services Agreements	50.00	Services And Charges	\$	50.00
11-939-000-0000-6353	Workers Comp Insurance	6	Other Charges	500.00	Services And Charges	\$	1,000.00
11-939-000-0000-6405	Office & Computer Supplies	6	Direct Materials And Supplies	4,700.00	Services And Charges	\$	120.00
11-939-000-0000-6406	Field Supplies	6	Direct Materials And Supplies	1,000.00	Services And Charges	\$	600.00
11-939-000-0000-6610	Field Equipment		Capital Outlay	7,000.00	Travel	\$	300.00
			REVENUE	(358,671.03)	Rentals And Services Agreements	\$	50.00
			EXPENDITURES	358,671.00	Other Charges	\$	500.00
			<b>NET</b>	(0.03)	Direct Materials And Supplies	\$	4,700.00
					Capital Outlay	\$	7,000.00
					Miscellaneous Receipts		(2,500.00)
					Gas and Truck Repair	???	
						\$	12,820.00



# Board of County Commissioners Agenda Request

8A

Agenda Item #

**Requested Meeting Date:** August 13, 2019

**Title of Item:** Community Partner Broadband Grant

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Ross Wagner		<b>Department:</b> Economic Development Coordinator
<b>Presenter (Name and Title):</b> Ross Wagner, Economic Development & Forest Industry Coordinator		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b> <p>The State on Minnesota is offering \$20M in Border to Border Broadband Grants in 2019. We have 3 local Broadband providers (MLEC, SCI, ECTC) who may be applying for these Border to Border Grants for parts of Aitkin County. A Community Partner that provides a financial commitment can enhance an application as extra scoring points are awarded to those application with a Community Partner. Aitkin County would be considered a Community Partner.</p> <p>My proposal is that we take up to \$15,000.00 from the remaining \$150,000.00 in the Aitkin County Broadband Grant program and offer up to three \$5,000.00 challenge grants to our local providers that are applying for a State Border to Border Grant. My reasoning is simple, applications to the Border to Border fund score additional points if they can show a commitment from Community Partners who contribute to their matching funds. Additionally, applications can score additional points if their match exceeds the minimum 50/50 match. Therefore, by providing a Community Partner contribution, our local providers applying to the State Border to Border grant can garner additional points and make their proposal even more competitive. A more competitive application will increase the applicant's odds of being awarded and thus a better chance for more broadband that meets or exceeds the State of MN speed guidelines in Aitkin County. I feel that a small investment in our local provider's plans for Broadband is well worth it.</p> <p>Please see the attached Memo and State on MN Border to Border Selection Process and Application for further information.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve Community Partner Grant of \$5,000.00 for Mille Lacs Energy Cooperative, SCI Broadband, Emily Cooperative Telephone Company.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 15,000.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> The \$15,000.00 would come out of the previously approved \$150,000.00 Aitkin County Broadband Grant program.		

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

## Aitkin County Economic Development & Forest Industry Coordinator

Ross Wagner

217 Second Street N.W.

Aitkin, MN 56431

Phone: 218/927-7305

Fax: 218/927-7374

**TO:** Aitkin County Board of Commissioners

**FROM:** Ross Wagner, Economic Development & Forest Industry Coordinator

**DATE:** August 7, 2019

**SUBJECT:** Community Partner Grants for MN Border to Border Grant fund.

As mentioned in the Agenda Request, the State of MN has once again activated the Border to Border Broadband Grant program. Approximately \$20M in 2019 and 2020. In the past, Mille Lacs Energy Cooperative and SCI Broadband, Inc. have been awarded grants for extending Fiber to the Premise (FTTP) broadband networks in Aitkin County. Though access to broadband in Aitkin has been improved and continues, we are still behind most counties and all of our neighbors. This upcoming Border to Border Broadband grants has great potential to increase our broadband access even more. Local broadband providers are planning on applying for Border to Border Broadband Grant funds and we have an opportunity to enhance their applications.

My proposal is that we take up to \$15,000.00 from the remaining \$150,000 and offer up to three \$5,000.00 challenge grants to our local providers that are applying for a State Border to Border Grant. My reasoning is simple, applications to the Border to Border fund score additional points if they can show a commitment from Community Partners who contribute to their matching funds. Additionally, applications can score additional points if their match exceeds the minimum 50/50 match. Therefore, by providing a Community Partner contribution, our local providers applying to the State Border to Border grant can garner additional points and make their proposal even more competitive. A more competitive application will increase the applicant's odds of being awarded and thus a better chance for more broadband that meets or exceeds the State of MN speed guidelines. I feel that a small investment in our local provider's plans for Broadband is well worth it. Below is a direct quote from the State Broadband application instructions.

*"Documentation to validate the availability of matching funds is required as part of the application. Some examples of appropriate documentation include: a letter of credit, letter confirming funds from a bank, board resolution committing funding, or loan documentation. If the application will have additional financial partners contributing to the matching funds, the application must also identify the financial partner(s) and documentation of the amount and availability of each partner's financial match. Priority consideration will be given to projects that have secured community partners who have contributed to the matching funds."*

On a similar note, attached are the grant selection and award process. Arrows to selected segments show;

- Points are awarded on the applicant's ability to serve unserved vs underserved, so it is in the applicant's best interest to serve more unserved households; 0-20 points.
- Up to 10 additional points for providing a match greater than 50%.
- Up to 15 points with a verified financial commitment from a Community Partner.
- Also attached is the application as an FYI.

Other;

- As indicated, the grant would come out of next year's grant so conceivably, we would have \$135,000 to award vs. \$150,000 in 2020 but we can work with the State grant again next year to leverage our funds. We didn't bring the Aitkin County Broadband Grant program to the County Board in 2019 to allow projects awarded in 2018 to finish and see how the Border to Border program works before a new round of grants were awarded. The Economic Development Committee is working to identify ways to use the remaining Aitkin County Broadband Grant Funds to leverage additional grants and
- Local providers would be Mille Lacs Energy Cooperative, SCI Broadband and Emily Cooperative Telephone Co (ECTC), (Esquagamah, Round, Waukenabo areas). They are proposing FTTP broadband in the Farm Island area, Glen area and Esquagamah and Round Lake areas respectively.



**2019 BROADBAND GRANT APPLICATION SELECTION AND AWARD PROCESS**

**Introduction to Scoring and Award Process**

DEED will award grants to projects that provide the highest return in public benefits for the public costs incurred and that meet all of the statutory requirements. To evaluate the applications for public benefits with respect to the costs incurred, the law specifies certain priorities that DEED must consider.

To fulfill this requirement of reviewing applications in an objective and fair manner, applications will be reviewed and evaluated by a team composed by DEED. This team will use the following criteria and associated point values to assist in systematically scoring and awarding grants. These criteria reflect information provided in response to this grant application's questions. To ensure that your application receives the best possible, please be sure to provide complete and comprehensive responses to all information requested in the application.

**2019 Selection Criteria and Grant Scoring Categories  
120 points possible**

Anticipated Broadband Improvements: 0 to 20 points possible

**Unserved or underserved total passings potentially served by project:**

- Anticipated improvements in broadband speed offerings from pre-existing broadband service levels to proposed service levels – project must reach or exceed state speed goals (speed now vs. speed after)
- Number of total passings potentially served (# of passings)
- Total passings include households, businesses, farms, and community anchor institutions
- Highest scores are awarded for largest broadband speed improvements
- If project includes both unserved and underserved passings, each will be scored separately, and the resultant scores averaged

**Anticipated Broadband Improvements Scoring Table**

# of Passings	Speed Now:	0/0	≤10/1	0/0	≤10/1	25/3	0/0	≤25/3	<100/20
	Speed After Build:	25/3	25/3	100/20	100/20	100/20	1G/1G	1G/1G	1G/1G
0-50	Points Awarded:	14	10	16	14	12	18	15	13
51-499		15	11	17	15	13	19	16	14
500+		16	12	18	16	14	20	17	15

Grant Funding Request Amount: 0 to 10 points possible

**Percent of state grant request compared to total eligible project costs:**

- Applicant matching funds of 55% or more will result in a higher application score for this category
- Any funding partner contributions are included in Applicant matching funds for points

**Grant Funding Request Amount Scoring Table**

Percent of eligible project costs requested	Points
30% or less	10
31 to 35%	8
36 to 40%	5
41 to 45%	3
46 to 50%	0

→ **Community Participation:** *0 to 15 points possible*

**Additional scoring points will be awarded for the following:**

- Verified financial commitment to the project from any qualified community partner(s)  
[Community partner may be any public, private, non-profit, or philanthropic entity – this would include a business, county, township, city, tribal entity, or community coalition]
- Projects that propose to serve or partially serve federally recognized tribal lands, and the associated tribal entity has provided application documentation of project support
- Project applications that provide substantive evidence of community support for the project

**Project Readiness:** *0 to 25 points possible*

**Applicant has concretely demonstrated a comprehensive knowledge of – and detailed preparation for – the proposed project. Applicant has provided evidence of being fully prepared to build, implement and operate the project:**

- All budget material is provided in detailed, yet clearly understandable manner, sources and uses of funds is realistic, all grant eligible elements are included, all funding partners are secured
- Other broadband infrastructure requirements are included – certified engineering design and diagrams, documentation of scalable equipment, and all preconstruction requirements are identified and included in the project schedule
- Project implementation requirements are provided – proposed speed tiers and service pricing, 5 year service commitment, and proposed marketing strategies
- Complete project schedule and financial requirements are provided

**Project Sustainability:** *0 to 25 points possible*

**Applicant has demonstrated strong internal capacity to effectively support and sustain its broadband infrastructure proposal:**

- Demonstration of technical expertise – specific prior experience in providing broadband services
- Organizational support evidence provided – extent of organization and how organizational strength will sustain broadband service delivery and maintenance
- Financial statements provided – most current year's audited financial statements, and supporting documentation where applicable, to demonstrate overall financial viability

**Economic Development & Community Impact Review:** *0 to 15 points possible*

**Applicant has demonstrated the economic development and community enhancement potential of the proposed project:**

- Applicant has identified businesses, farms and agricultural use customers, community anchor institutions, and educational facilities in the proposed project area
- For businesses, farms and agricultural use customers, Applicant has identified how improved broadband speeds and coverage will enable the project area to become and/or remain competitively viable
- For community anchor institutions, Applicant has identified how improved broadband deployment will be incorporated into specific community programs
- For educational locations, Applicant has identified the proposed impact on e-learning
- For health and public safety locations, Applicant has identified the proposed impact on telemedicine

- If project area in an economically distressed area, Application has demonstrated that the proposed project area has unemployment, poverty or population loss levels significantly greater than statewide average (Application may reference median household income or percent of students eligible for free or reduced school lunches for proposed project area)

**Broadband Adoption Assistance:** *0 to 10 points possible*

**Additional scoring points will be awarded for the following:**

- Are broadband adoption activities planned for project?
- Will technical support or training on broadband be offered?
- Is there – or will there be – a low-income broadband assistance program offering?

**Grant Application Cover Sheet Template**

- Project Name:**
- Applicant Organization Name:**
- Applicant Organization's Mailing Address:**
- Applicant's Primary Contact:**  
*-Name, Title, Telephone Number, Email Address*
- Project Location:** *[brief paragraph narrative of project geographical coverage]*
- List County/Township Served by Project:** *[indicate whether full county or partial county coverage]*
- List Community/Communities Served by Project:**
- Grant Request Amount:**  
\$ \_\_\_\_\_ *[round to nearest dollar]*  
\_\_\_\_% of total request
- Matching Funds Provided by Applicant:**  
\$ \_\_\_\_\_ *[round to nearest dollar]*  
\_\_\_\_% of total request
- Total Application Cost:**  
\$ \_\_\_\_\_ *[round to nearest dollar]*
- If Application Proposes a Public/Private Partnership, List Names of All Partner Companies/Entities:**
- Funding Commitment provided by Each Partner:**

**Grant Application Cover Sheet Template (Cont'd)**

**Total Number of Passings:**

<b>PASSINGS COUNTS</b>	<b>Households</b>	<b>Businesses</b>	<b>Farms</b>	<b>Community Institutions</b>
<u>Currently UNSERVED</u> Number of passings expected to improve speeds to at least 25/3 as a result of the project.				
<u>Currently UNDERSERVED</u> Number of passings expected to improve speeds from between 25/3 & 100/20 to 100/20 and above as a result of the project.				

**Application Includes:**

*[choose one]*

- Last Mile Components Only**
- Middle Mile Components Only**
- Both Last Mile and Middle Mile Components**

**Type of Proposed Broadband Construction:**

*[FTTH, Cable, DSL, Fixed Wireless, Combination, etc.]*

**Application Demonstrates Completed Outreach to Existing Providers:**

- Yes**
- No**

**Names of All Other Wire-line Broadband Service Providers Serving this Application Area:**

**State of Minnesota Vendor Number:** \_\_\_\_\_

**Grant Application Main Body Template**

**Executive Summary: [2 page maximum]**

*Part I – Key Project Data*

**1.1 Project Name:**

**1.2 Applicant Organization Name:**

**1.3 Applicant Organization’s Mailing Address:**

**1.4 Key Contacts:**

- **Primary Contact:** *(name, title, telephone number, email address)*
- **Project Manager:** *(name, title, telephone number, email address)*
- **Application Author:** *(name, title, telephone number, email address)*

**1.5 Map and Description of Project Area:**

**1.6 Applicant Eligibility:**

**1.7 County or Township Coverage:** *(also specify communities covered)*

**1.8 Minnesota Legislative District Coverage:**

**1.9 Single Paragraph Summary Description of Project:** *(for use on departmental website)*

*Part II – Broadband Improvements: Unserved/Underserved Documentation*

**2.1 Anticipated Broadband Improvements:**

Using the “Anticipated Improvements” table (see below), please provide the number of households, businesses, farms, and community anchor institutions that will be able to receive improved broadband services as a result of the proposed project.

**Anticipated Improvements in Broadband Service**

**Based on this Application Project**

# of Passings	Speed Now:	0/0	≤10/1	0/0	≤10/1	25/3	0/0	≤25/3	<100/20
	Speed After Build:	25/3	25/3	100/20	100/20	100/20	1G/1G	1G/1G	1G/1G
Households									
Businesses									
Farms									
Anchors									
TOTAL									

**2.2 Unserved and Underserved Documentation:**

Provide evidence in the application to demonstrate that the proposed project is for an unserved or underserved area. [if separately attached, label as Appendix 2.2]

*Part III – Project Funding Request and Community Participation*

**3.1 How much grant money from the State of Minnesota/DEED is being requested for this application? What percent of total eligible project cost does the grant request represent?**

**3.2 How much in total matching funds from the Applicant – including any funding partners, if applicable – is being proposed? What percentage of the total eligible project cost does the Applicant’s matching funds represent?**

**3.3 Please list in detail all confirmed matching fund commitments by each project funding partner.**

<b>Matching Funds Sources:</b>	<b>Funding \$ Commitment</b>	<b>Proof of Match Attached</b>
<i>Applicant Name:</i>		
<i>Funding Partner(s):</i>		
<b>Total Matching Funds</b>	<b>\$</b>	

**3.4 Provide complete contact information for each application funding partner identified in Item 3.3 above.**

**3.5 Provide evidence of community support for the project. [If separately attached, label as Appendix 3.5]**

*Part IV – Project Readiness*

*Project Budget – Sources and Uses of Grant Funds*

**4.1 What are the total eligible project costs? \$ \_\_\_\_\_**

**4.1 Please provide a list or schedule of all grant eligible elements to be purchased or utilized for the proposed project [if separately attached, label as Appendix 4.2]**

**4.2 Utilizing total grant eligible expenses from 4.1, provide the following “Sources of Funding” summary detail for Applicant, and if applicable, for each additional funding partner:**

<b>Sources of Funding</b>	<b>\$ Amount</b>	<b>% of Total Funding</b>
<b>Total</b>		<b>100.00%</b>

4.4 By each identified budget category, provide the following “Use of Funds” detail for both Applicant and proposed State of Minnesota/DEED grant funds:

<i>Use of Funds</i>	<i>\$ Amount</i>	<i>Source of Fund</i>	<i>Date Funds Committed</i>
<b>Total</b>			

4.5 Will additional costs related to this proposed project that are not eligible costs be incurred in order to deploy broadband to this area?

*Project Broadband Infrastructure*

4.6 Please provide all budgetary engineering designs, diagrams, and maps that demonstrate the viability of the proposed project. [if separately attached, label as Appendix 4.6]

4.7 Demonstrate that the installed broadband infrastructure is scalable to speeds of at least 100 Mbps download and 100 Mbps upload.

4.8 Identify the type of broadband construction for the proposed project.

4.9 This application is for last mile components only, middle mile components only, or a combination of last mile and middle mile components. [Choose one]

4.10 If the proposed project is a middle mile broadband facilities project, or includes a middle mile facilities component, please describe why the new construction is necessary.

*Project Preconstruction Permits and Approvals*

4.11 Have all required municipal/city/township/county/state approvals necessary for this project to begin construction from area planning commission/zoning authority/road authority/railroad crossing entity, etc. been identified and included in the project schedule?

4.12 Have all state environmental review requirements necessary for this project to begin construction been identified, if applicable?

4.13 Due to its location, will the proposed project potentially impact local/state/federal historic architectural or archeological resources?

*Project Implementation*

4.14 Will the Applicant offer the broadband services for a minimum five year period?

4.15 Provide the proposed pricing structure [by associated download and upload speeds] for all broadband services to be offered in association with this project.

4.16 Please also provide the proposed stand-alone pricing for unbundled internet-only service at 25 Mbps download and 3 Mbps upload, for 100 Mbps download and 20 Mbps upload [if applicable], and for 1 Gbps download and 1 Gbps upload [if applicable].

4.17 Will any additional equipment be required – or any separately chargeable service installation elements apply – to activation or turn-up of individual customer locations?



**4.18 Describe what initiatives the Applicant will undertake to communicate its proposed marketing plan to its prospective broadband services customer base.**

*Project Schedule*

**4.19 Provide the proposed project schedule which must reflect all key planning, procurement, construction, installation, testing, and service activation milestones.**

**Sample – Project Schedule**

<b>Name of Applicant:</b>		
<b>Name of Project:</b>		
<b>Overall Timeline for Project:</b>	<b>Start Date:</b> (month/year)	<b>Complete:</b> (month/year)
<b>Individual Milestones for Project:</b> Include all planning, procurement, construction, installation, testing and customer turn-up activities	<b>Est. Start Date</b> (month/year)	<b>Est. Complete Date</b> (month/year)

*Project Financials*

**4.20 Provide a five year stand-alone financial plan for the proposed project, including a description of how the costs and anticipated revenue will result in the financial viability of the project over time.**

**4.21 Describe why the proposed project would not be feasible without the award of the requested broadband grant funds.**

**4.22 Is the Applicant leveraging all funding sources that may apply to the proposed project area?**

*Part V – Project Sustainability Instructions*

**5.1 Provide technical expertise statement**

**5.2 Provide organizational support evidence**

**5.3 Provide audited financial statements**

*Part VI – Payment Information*

**6.1 State of Minnesota Vendor Number:**

- **Financial Contact:** *(name, telephone number, email address)*

**6.2 Tax Identification Numbers**

- **State of Minnesota Tax Identification Number**
- **Federal Employer Identification Number**

*Part VII – Economic Development and Community Impact*

- 7.1 Provide a listing of businesses in the proposed project area that will benefit from the broadband project.**
- 7.2 Provide a listing of farms and agricultural use customers in the proposed project area that will benefit from the broadband project.**
- 7.3 Provide a listing of community institutions that will benefit from the broadband project.**
- 7.4 Provide a listing of any educational locations that will benefit from the broadband project.**
- 7.5 Provide specific evidence of how health and public safety locations will benefit from the broadband project.**
- 7.6 Is the proposed project providing broadband improvements to an economically distressed area?**

*Part VIII – Broadband Adoption Assistance*

- 8.1 Broadband Adoption Activities Planned for Project**
- 8.2 Broadband Technical Support or Training Associated with Project**
- 8.3 Low-income Broadband Assistance Program**

*Part IX – Applicant Affidavit*

**9.1 The primary Applicant must provide a signed, dated, and witnessed affidavit or resolution that shows official Applicant support for and approval of the application as well as a commitment to provide the Applicant’s matching funding.**

*Part X – Pre-Application Outreach Requirement*

- 10.1 The Applicant must provide copies of all emails sent out and all emails received in response to this required outreach as part of the grant application.**
- 10.2 The Applicant must summarize all the responses to its email distribution for this item, the information in the application must include that identified in the following example:**

<b><i>Provider Name</i></b>	<b><i>Will upgrade</i></b>	<b><i>No plans to upgrade</i></b>	<b><i>No response received</i></b>
<i>List all providers:</i>			



# Board of County Commissioners Agenda Request

9A  
Agenda Item #

**Requested Meeting Date:** 8-13-19

**Title of Item:** CSAH 25 Project Update

<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*
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<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**

General Project Update: A general project update will be given for the CSAH 25 project, including anticipated construction schedule, status of environmental permitting, and right of way acquisition.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?     Yes     No

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

Is this budgeted?     Yes     No    *Please Explain:*



# Board of County Commissioners Agenda Request

98

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Agenda Item #

**Requested Meeting Date:** 8-13-19

**Title of Item:** CSAH 3 Project Update-Authorize Eminent Domain

<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*
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<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 15 minutes
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**Summary of Issue:**  
 General Project Update: A general project update will be given for the CSAH 3 (TH 232 turnback) project from approximately 6 miles east of the City of Palisade to Trunk Highway 65, including anticipated construction schedule, status of environmental permitting, right of way acquisition, cultural resource phase III recovery and cultural resource memorandum of agreement.

Authorize Eminent Domain: Over the past 12 months, highway department staff have been working to acquire 68 parcels of right of way from 59 landowners for this project. To date, 58 parcels have been acquired with another 7 parcels in the process of being finalized. The remaining 3 parcels owned by 2 different landowners will need to be acquired through eminent domain proceedings based on the current status of negotiations with those landowners. Authorization is being requested by the attached resolution to begin eminent domain proceedings on the remaining unacquired parcels.

**Alternatives, Options, Effects on Others/Comments:**  
 The alternative to eminent domain proceedings is to continue to negotiate with the remaining parcel owners, which to date has not been successful.

**Recommended Action/Motion:**  
 Approve resolution.

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$  
 Is this budgeted?  Yes  No *Please Explain:*

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

ADOPTED August 13, 2019

By Commissioner: xx

20190813-0xx

CSAH 3 Project-Authorize Eminent Domain

**WHEREAS**, construction plans for S.A.P. 001-603-018 to reconstruct the 3.2-mile segment of Aitkin County State-Aid Highway (CSAH) No. 3 from 6 miles east of the City of Palisade to TH 65 are being developed as directed by the Aitkin County Board of Commissioners, and

**WHEREAS**, several parcels of right-of-way remain to be acquired before construction of this project can begin, and

**WHEREAS**, it is necessary to take immediate possession of these parcels of land in order to prevent further delay of this project.

**NOW THEREFORE, BE IT RESOLVED**, that the Aitkin County Attorney is hereby directed to proceed with eminent domain proceedings by quick take on parcels 7, 13, 37, 41, 54, 55, 59, 60, 62, and 63 of Aitkin County Highway Right of Way Plat No. 20.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, 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 13<sup>th</sup> day of August, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13<sup>th</sup> day of August, 2019

\_\_\_\_\_  
Jessica Seibert  
County Administrator