

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS April 11, 2017 – BOARD AGENDA

- 9:00 1) **J. Mark Wedel, County Board Chair**
- A) **Call to Order**
  - B) **Pledge of Allegiance**
  - C) **Board of Commissioners Meeting Procedure**
  - D) **Approval of Agenda**
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File March 28, 2017 – April 10, 2017**
  - B) **Approve March 28, 2017 County Board Minutes**
  - C) **Approve Commissioner Warrants**
  - D) **Approve March Manual Warrants**
  - E) **Reappoint William Bedor to McGregor Airport Commission**
  - F) **Adopt Resolution: Transfer of 2016 Tax-Forfeited Funds**
  - G) **Adopt Resolution: Easement - Heuer 13/14-48-25**
  - H) **Approve Annual Brat Sale - May 26, 2017**
  - I) **Approve 2018 Fire Protection Contract with City of Palisade**
  - J) **Adopt Resolution: Form LG220 - The Ruffed Grouse Society**
- 9:05 3) **Senator Carrie Ruud and Representative Dale Lueck**
- A) **Legislative Update**
- 10:00 4) **Sheriff Scott Turner**
- A) **Inmate Medical Services**
  - B) **Law Enforcement Memorial**
- 10:15 5) **Mark Jacobs, Land Commissioner**
- A) **Survey Corner GPS Project**
  - B) **Set Public Hearing Date for County Park Ordinance Update**
- 10:35 6) **Jessica Seibert, County Administrator**
- A) **Approve Aitkin County Procurement Policy**
- 10:50 7) **Committee Updates**
- 11:30 **Adjourn**

The Aitkin County Board of Commissioners met this 28th day of March, 2017 at 9:01 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Anne Marcotte. Commissioner Bill Pratt was absent. County Administrator Jessica Seibert and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to approve the March 28, 2017 amended agenda. Regular Agenda Item – Senator Ruud and Representative Lueck Conference Call, was removed. Senator Ruud and Representative Lueck are in Session, but hope to be available for the April 11<sup>th</sup> meeting.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
March 28, 2017**

**Attendance**

The Aitkin County Board of Commissioners met this 28th day of March, 2017 at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Anne Marcotte. Commissioner Bill Pratt was absent. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Fiscal Supervisor Kathleen Ryan, Financial Services Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Social Service Supervisors Jessi Schultz and Kim Larson, Administrative Assistant Sue Bingham, and Guests: Kristine Layne and Roberta Elvecrog/H&HS Advisory Committee Members, Adam Hoogenakker/Aitkin Independent Age, and Citizen Bob Harwarth.

**Agenda**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the March 28, 2017 Health & Human Services Board amended agenda. Agenda Items IV-A & B were switched around, and Agenda Item IV-C, H&HS Financial Reporting was added to the agenda.

**Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to approve the February 28, 2017 Health and Human Services Board minutes.

**Bills**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to approve the bills.

**Presentation**

Cassie Conn, Lakes and Pines Family Resource Specialist gave a presentation to the Board "We Rally Around Parents" (WRAP) which covered Referrals, Goal Movement, Enrollment into Early Childhood Programming, and Connection to Mental Health Services.

**Committee Appointment**

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0), to appoint Joell Miranda, Hill City, Commissioner District 5, to the Health & Human Services Advisory Committee.

**CALL TO ORDER****APPROVED  
AGENDA****HEALTH & HUMAN  
SERVICES BOARD**

**H&HS Financial Reporting**

Cynthia Bennett, Health & Human Services Director gave a shout out to the Board and thanked Kathleen Ryan and the finance team for the great work they have done with the H&HS Financial Reporting.

**Out of State Travel**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to grant final approval for out of state travel for Elizabeth Short to attend April 1- April 5, 2017 conference in Philadelphia, PA as the MN State WIC Advisory Committee Chair. The State WIC program covers all expenses other than staff time.

**Financial Reports**

Kathleen Ryan, Fiscal Supervisor reviewed the Health & Human Services 5-Year Trend, Financial Report, and Foster Care Report with the Board.

**Committee Reports**

- H&HS Advisory Committee
- AEOA Committee Update
- CJJ (Children’s Justice Initiative)
- Lakes & Pines Update

**Next Meeting – April 25, 2017**

Break: 9:51 a.m. to 10:07 a.m.

Adam Hoogenakker/Aitkin Independent Age apologized for missing the publication request for the March 14th Special Board Meeting on the Preliminary Building Design Presentation.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to remove Consent Agenda Items M and N, Personnel Recommendations, to the regular agenda for discussion.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0) to remove Consent Agenda Item P - Stipulation to Settle Pending Litigation to the regular agenda as a Closed Session under Minnesota Statute 13D.05.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the amended Consent Agenda as follows: A) Correspondence File: March 14, 2017 to March 27, 2017; B) Approve County Board Minutes: March 14, 2017; C) Approve Special Meeting Minutes: March 14, 2017; D) Approve Commissioner Warrants: General Fund \$56,820.21, Road & Bridge \$21,178.86, Health & Human Services \$33.28, Trust \$15,088.85, Forest Development \$7,551.66, Long Lake Conservation Center \$2,310.62, Parks \$1,348.00 for a total of \$104,331.48; E) Approve Auditor Warrants - RE Tax Overpays: Taxes & Penalties \$917.44; F) Approve Auditor Warrants - February Sales & Use Tax: General Fund \$591.66, Road & Bridge \$836.26, State \$5,632.00, Long Lake Conservation Center \$86.95, Parks \$36.35 for a total of \$7,183.22; G) Approve License Center Rental Agreement; 2H) Approve Applications for License to Sell Tobacco Products; I) Adopt Resolution: Apportionment of 2016 Tax-Forfeited Funds; J) Adopt Resolution: Calcium Chloride; K) Award Pavement Marking

**HHS BOARD  
ADJOURNS**

**BREAK**

**CITIZENS PUBLIC  
COMMENT**

**CONSENT  
AGENDA  
CHANGES**

**CONSENT  
AGENDA**

Quote - Traffic Marking Services; L) Adopt Resolution: Form LG220 - Wealthwood Rod and Gun Club; O) Approve Personnel Committee Recommendations - Job Evaluations;

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the following Applications for License to Sell Tobacco Products for the period ending March 31, 2018, subject to the completion of all paperwork in full:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 Cuddler Enterprises, Inc., d/b/a **Big Sand Bar** – Workman Township
- # 04 Gabeshiwigamig Niish, LLC, d/b/a **Big Sandy Lodge & Resort** – Shamrock Township
- # 05 Zorbaz of Big Sandy Lake, Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township
- # 06 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 07 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 08 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 09 N5 Corporation, d/b/a **Fisherman's Bay** – Workman Township
- # 10 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 11 Gould's Mississippi Landing, d/b/a **Gould's Mississippi Landing** – Ball Bluff Township
- # 12 Harry's Midtown Liquor, L.L.C., d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 13 Holiday Stationstores, Inc. d/b/a **Holiday Stationstores, Inc.** – City of McGregor
- # 14 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 15 Jennifer Coffman, LLC, d/b/a **Jen's Hill City Liquor** – City of Hill City
- # 16 KRIM15, LLC, d/b/a **The Junction** – Hazelton Township
- # 17 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 18 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 20 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 21 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 22 Prairie River Retreat Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 23 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 24 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 25 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 26 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 27 Mark Kenneth Ukura, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 29 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 30 Minnewawa Partners, LLC, d/b/a **Willey's Sport Shop** – Shamrock Township

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Apportionment of 2016 Tax-Forfeited Funds:

**WHEREAS**, pursuant to Minnesota Statute 282.08, County boards are authorized to set aside monies from the tax forfeited sale fund for timber and park development.

**NOW, THEREFORE, BE IT RESOLVED**, that in compliance with said law, that thirty (30) percent of the remaining receipts are to be used for forest development and twenty

**LICENSE TO SELL  
TOBACCO  
PRODUCTS**

**RESOLUTION  
20170328-019  
APPORTIONMENT  
OF 2016  
TAX-FORFEITED  
FUNDS**

(20) percent of these receipts remaining are to be used for the maintenance and development of County Parks or recreational areas, as defined in Minnesota Statute Section 398.31 to 398.36 to be expended under the supervision of the County Board.

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Calcium Chloride:

**WHEREAS**, Contract No. 20171 is for the placement of calcium chloride on various county highways and township roads, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, March 20, 2017 with a total of two bids received, and

**WHEREAS**, EnviroTech Services, Inc. - Greeley, CO - was the lowest responsible bidder in the amount of \$237,600.

**NOW THEREFORE, BE IT RESOLVED**, that EnviroTech Services, Inc. be awarded Contract 20171.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to accept pavement marking quote of \$49,194.51 from Traffic Marking Services.

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Form LG220 - Wealthwood Rod and Gun Club:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420<sup>th</sup> Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – October 7, 2017)

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to accept the consultant's recommendations for job classifications for the following positions:

- HHS Administrative Assistant, (Grade 5) effective 3/28/2017
- Assistant Corrections Agent, (Grade 8) effective 2/22/2017
- Corrections Agent, (Grade 9) effective 3/28/2017
- Social Worker, (Grade 9) effective 3/28/2017
- Career Corrections Agent, (Grade 10) effective 3/28/2017
- County Surveyor, (Grade 12) effective 3/28/2017

**RESOLUTION  
20170328-020  
CALCIUM  
CHLORIDE**

**PAVEMENT  
MARKING  
QUOTES**

**RESOLUTION  
20170328-021  
FORM LG220 -  
WEALTHWOOD  
ROD & GUN CLUB**

**PERSONNEL  
COMMITTEE /  
JOB  
CLASSIFICATIONS**

- Correctional Officer (CO), (Grade 4) effective 3/28/2017
- Dispatcher, (Grade 4) effective 3/28/2017

After discussion, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to authorize filling the following positions, as recommended by the Personnel Committee:

- FT Network Administrator
- FT Assistant County Attorney
- FT County Surveyor

After discussion, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to authorize filling a part-time Confidential Office Assistant, not to exceed 29 hours per week on average, as recommended by the Personnel Committee.

Amanda Miller from Kennecott/Rio Tinto updated the Board on their mineral exploration project near Tamarack.

A Public Hearing was held at 11:00 a.m. to obtain public comment on approval of the County's Capital Improvement Plan (CIP) to issue capital improvement bonds in an amount not to exceed \$10,500,000, pursuant to Minnesota Statutes, Section 373.40, for the purpose of financing the construction of an addition to the existing County Courthouse, public safety and security improvements to the existing County courthouse, the remodeling of facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the CIP. Ross Wagner, Economic Development & Forest Industry Coordinator gave a brief overview. Paul Steinman from Springsted, Inc. explained the bonding process and answered questions. Bruce Schwartzman from BKV Group was also present to answer questions.

Sheriff Scott Turner commented that he is very excited about the project, including the separation of public services from the court system, getting security in place, and addressing accessibility issues.

Bob Harwarth, resident of Spencer Township, noted that the Aitkin School referendum failed 3 to 1, and feels there should be something in the paper about the 30 day reverse referendum.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Resolution Relating to Financing of Certain Proposed Projects to be Undertaken by the County; Establishing Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code:

**BE IT RESOLVED**, by the Board of County Commissioners (the "Board") of Aitkin County, Minnesota (the "County"), as follows:

1. Recitals.
  - a. The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds,

**PERSONNEL  
COMMITTEE /  
RECRUITMENTS**

**PERSONNEL  
COMMITTEE /  
PT ADMIN/HR  
CONFIDENTIAL  
OFFICE  
ASSISTANT**

**KENNECOTT /  
RIO TINTO**

**PUBLIC HEARING  
5 YEAR CAPITAL  
IMPROVEMENT  
PLAN**

**PUBLIC  
COMMENT**

**RESOLUTION  
20170328-022  
RESOLUTION  
RELATING TO  
FINANCING OF  
CERTAIN**

all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

- b. The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.
- c. The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

**PROPOSED  
PROJECTS TO BE  
UNDERTAKEN BY  
THE COUNTY;  
ESTABLISHING  
COMPLIANCE  
WITH  
REIMBURSEMENT  
BOND  
REGULATIONS  
UNDER THE  
INTERNAL  
REVENUE CODE**

2. Official Intent Declaration.

- a. The County proposes to make original expenditures with respect to constructing an addition to the existing County courthouse, making public safety and security improvements to existing facilities, remodeling existing facilities and demolishing the West Annex addition to the courthouse, and making other related building and grounds improvements (collectively, the "Project"), pursuant to the County's 2017-2022 Five-Year Capital Improvement Plan, prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for the Project in the maximum principal amount not to exceed \$10,500,000.
- b. Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the County maintained for the reimbursement bonds

and shall specifically identify the original expenditures being reimbursed.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adopt resolution - Resolution Approving the 5-Year Capital Improvement Plan and Authorizing the Issuance and Sale of General Obligation Capital Improvement Plan Bonds:

**WHEREAS**, Aitkin County (the "County") has published notice of its intent to hold a hearing on the adoption of its Five-Year Capital Improvement Plan (the "Plan") and the issuance of capital improvement plan bonds under Minnesota Statutes, Section 373.40 (the "Bonds") at least fourteen (14) but not more than twenty-eight (28) days prior to the date hereof, pursuant to and in accordance with Minnesota Statutes, Section 373.40 (the "Act"); and

**WHEREAS**, the Board of County Commissioners (the "Board") held a public hearing on the date hereof on (i) adoption of the Plan and (ii) the issuance of the Bonds for the purpose of financing the construction of an addition to the existing County courthouse, public safety and security improvements to existing facilities, the remodeling of existing facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the Plan; and

**WHEREAS**, in preparing the Plan, the Board has considered for each project and for the overall Plan:

- (1) the condition of the County's existing infrastructure, including the projected need for repair or replacement;
- (2) the likely demand for the improvement;
- (3) the estimated cost of the improvement;
- (4) the available public resources;
- (5) the level of overlapping debt in the County;
- (6) the relative benefits and costs of alternative uses of the funds;
- (7) operating costs of the proposed improvements; and
- (8) alternatives for providing services more efficiently through shared facilities with other counties or local government units; and,

**NOW, THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners adopts the Plan and authorizes the issuance of the bonds for the purposes described hereinabove in an amount not to exceed \$10,500,000, contingent upon the satisfaction of the conditions described in the Act.

John Welle, County Engineer, in preparation of future discussions with representatives of MnDOT Districts 1 and 3, discussed TH 210 and asked for clarification of the Board's position on the topic.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve purchase of Vanair Viper G70A model air compressor from Summit Equipment Outlet for the quoted price of \$7,371. This will be included in the 2018 Capital Equipment Replacement Budget.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0-1 Pratt absent, Westerlund abstained), to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2018:

**RESOLUTION  
20170328-023  
RESOLUTION  
APPROVING THE  
5-YEAR CAPITAL  
IMPROVEMENT  
PLAN AND  
AUTHORIZING  
THE ISSUANCE  
AND SALE OF  
GENERAL  
OBLIGATION  
CAPITAL  
IMPROVEMENT  
PLAN BONDS**

**TH 210  
DISCUSSION**

**EQUIPMENT  
PURCHASE -  
HWY DEPT.**

**TOBACCO  
LICENSE -  
WESTERLUND**

- #28 Westerlund Inc., d/b/a Westerlund Cenex - Malmo Township

Jessica Seibert, County Administrator discussed proposals for strategic planning services with the Board. The Board consensus was to get input from the Department Heads at the next Department Head meeting to see if they are interested, and then give a refresher to the Board as to what was presented in 2015. No action was taken at this time.

The Board discussed: Library, Historical Society, ACA, MHB, Facilities, Personnel, HRA, and Mille Lacs Watershed.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to close the meeting at 12:50 p.m. under MN Statute 13D.05 – Blandin Paper Company vs. Aitkin County.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0) to reopen the meeting at 12:59 p.m.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to adopt resolution - Stipulation to Settle Pending Litigation (01-CV-11-375 et. al.):

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve Stipulation to Settle Pending Litigation

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to adjourn the meeting at 1:00 p.m. until Tuesday, April 11, 2017 at 9:00 a.m.

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

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Jessica Seibert, County Administrator

CENEX

STRATEGIC  
PLANNING  
PROPOSAL

BOARD  
DISCUSSION

CLOSED MEETING

REOPEN MEETING

RESOLUTION  
20170328-024  
STIPULATION TO  
SETTLE PENDING  
LITIGATION  
(01-CV-11-375 ET.  
AL.)

ADJOURN

20

DKB1  
3/31/17 3:34PM

# Aitkin County



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

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1 DEPT		Commissioners		
10452 AT&T Mobility		Cell phone	287259994975	Telephone
01-001-000-0000-6250	69.98	02/18/2017 03/17/2017	0	
10452 AT&T Mobility	69.98	1 Transactions		
8175 Centurylink		Local phone	313645966	Telephone
01-001-000-0000-6250	9.35			
8175 Centurylink	9.35	1 Transactions		
1 DEPT Total:	79.33	Commissioners	2 Vendors	2 Transactions
12 DEPT		Court Administration		
10385 Brandt Law Office		Services	26531	Attorney Services
01-012-000-0000-6232	430.00	03/01/2017 03/01/2017	0	
01-012-000-0000-6232	3.21	Attorney costs	26531	Attorney Services
10385 Brandt Law Office	433.21	03/01/2017 03/01/2017	0	
8175 Centurylink		Local phone Q2	313645966	Telephone
01-012-000-0000-6250	149.52			
01-012-000-0000-6250	46.60	LONG DISTANCE Q2	313645966	Telephone
8175 Centurylink	196.12	2 Transactions		
2650 Kingsley/Marlene E		Court visitor fees		Witnesses
01-012-000-0000-6252	75.00	03/07/2017 03/07/2017	0	
01-012-000-0000-6252	40.00	Court visitor mileage		Witnesses
2650 Kingsley/Marlene E	115.00	03/07/2017 03/07/2017	0	
5176 Wetzel Law Firm		Services 01- PX- 99- 99	10345	Attorney Services
01-012-000-0000-6232	225.00	03/01/2017 03/01/2017	0	
5176 Wetzel Law Firm	225.00	1 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
12	DEPT Total:		Court Administration	4 Vendors	7 Transactions
40	DEPT		Auditor		
783	Canon Financial Services, Inc 01-040-000-0000-6231		Contract charge 026 03/13/2017 03/13/2017	17095966 0	Services, Labor, Contracts
783	Canon Financial Services, Inc	220.24	220.24	1 Transactions	
8175	Centurylink 01-040-000-0000-6250 01-040-000-0000-6250 01-040-021-0000-6250		Local phone LONG DISTANCE license center local calls 03/11/2017 04/10/2017	313645966 313645966 314154028 0	Telephone Telephone License Center-Phone
8175	Centurylink	65.42	3.51	3 Transactions	
1457	CPS Technology Solutions, Inc 01-040-000-0000-6231		April printer maint 03/15/2017 03/15/2017	372214 0	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc	26.40	26.40	1 Transactions	
86290	Mn Counties Information Systems 01-040-000-0000-6231		Payroll 2017 Qtly Support 04/01/2017 04/01/2017	1297 0	Services, Labor, Contracts
	01-040-000-0000-6231	4,241.00	57.00	1297	Services, Labor, Contracts
	01-040-000-0000-6231	752.00	0	1297	Services, Labor, Contracts
	01-040-000-0000-6231	13.00	0	1297	Services, Labor, Contracts
	01-040-000-0000-6231	136.00	0	1309	Services, Labor, Contracts
86290	Mn Counties Information Systems	5,173.00	5 Transactions		
86235	The Office Shop Inc 01-040-000-0000-6405		Mechanical pencils 03/17/2017 03/17/2017	1022729-0 0	Office & Computer Supplies
	01-040-000-0000-6405	50.28	7.48	1022729-0	Office & Computer Supplies
	01-040-000-0000-6405	8.29	Dispenser Tape Rolls	1022729-0	Office & Computer Supplies

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
86235	The Office Shop Inc			66.05			
					3 Transactions		
40	DEPT Total:			5,863.57	Auditor	5 Vendors	13 Transactions
41	DEPT				Internal Audit		
3358	Minnesota State Auditor						
	01-041-000-0000-6231			8,729.17	Yr end12/31/16 Audit services	68101	Services, Labor, Etc
					01/25/2017 02/21/2017	0	
3358	Minnesota State Auditor			8,729.17			
					1 Transactions		
41	DEPT Total:			8,729.17	Internal Audit	1 Vendors	1 Transactions
42	DEPT				Treasurer		
8175	Centurylink						
	01-042-000-0000-6250			37.38	Local phone	313645966	Telephone
	01-042-000-0000-6250			1.73	LONG DISTANCE	313645966	Telephone
8175	Centurylink			39.11			
					2 Transactions		
86235	The Office Shop Inc						
	01-042-000-0000-6405			59.74	Letter opener, battery, pencil	1023236-0	Office & Computer Supplies
					03/29/2017 03/29/2017	0	
86235	The Office Shop Inc			59.74			
					1 Transactions		
42	DEPT Total:			98.85	Treasurer	2 Vendors	3 Transactions
43	DEPT				Assessor		
783	Canon Financial Services, Inc						
	01-043-000-0000-6231			164.08	Copier contract 033	17095971	Services, Labor, Contracts
					03/13/2017 03/13/2017	0	
783	Canon Financial Services, Inc			164.08			
					1 Transactions		
8175	Centurylink						
	01-043-000-0000-6250			102.80	Local phone	313645966	Telephone
	01-043-000-0000-6250			9.81	LONG DISTANCE	313645966	Telephone
8175	Centurylink			112.61			
					2 Transactions		
6097	Verizon Wireless						
	01-043-000-0000-6250			147.71	Monthly cellular	68069088200001	Telephone

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## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
6097 Verizon Wireless		147.71	03/01/2017 03/01/2017 1 Transactions	
<b>43 DEPT Total:</b>		<b>424.40</b>	<b>Assessor</b>	<b>3 Vendors 4 Transactions</b>
<b>44 DEPT</b>			<b>Central Services</b>	
783 Canon Financial Services, Inc 01-044-000-0000-6231		326.43	Copier contract 031 03/13/2017 03/13/2017 1 Transactions	17095970 0 Services, Labor, Contracts
783 Canon Financial Services, Inc		326.43		
8175 Centurylink 01-044-000-0000-6250		0.57	LONG DISTANCE	313645966 Telephone
8175 Centurylink		0.57	1 Transactions	
4248 Cole Papers, Inc 01-044-000-0000-6405		1,930.40	Copy paper 03/25/2017 03/25/2017 1 Transactions	9299800 0 Office & Computer Supplies
4248 Cole Papers, Inc		1,930.40		
<b>44 DEPT Total:</b>		<b>2,257.40</b>	<b>Central Services</b>	<b>3 Vendors 3 Transactions</b>
<b>45 DEPT</b>			<b>Motor Pool</b>	
4070 Riley Auto Supply 01-045-000-0000-6302		29.88	Windshield Wash 03/24/2017 03/24/2017 1 Transactions	585013 0 Car Maintenance
4070 Riley Auto Supply		29.88		
<b>45 DEPT Total:</b>		<b>29.88</b>	<b>Motor Pool</b>	<b>1 Vendors 1 Transactions</b>
<b>49 DEPT</b>			<b>Information Technologies</b>	
8175 Centurylink 01-049-000-0000-6250 01-049-000-0000-6250		46.73 3.67	Local phone LONG DISTANCE	313645966 313645966 Telephone Telephone
8175 Centurylink		50.40	2 Transactions	
86290 Mn Counties Information Systems 01-049-000-0000-6231		15,702.00	Property Tax 17 Qtly support	1297 Programming, Services, Contracts

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01-049-000-0000-6231		04/01/2017 04/01/2017	0	
	29.00-	Property tax 2015 Qrtly adjust	1297	Programming, Services, Contracts
01-049-000-0000-6231		04/01/2017 04/01/2017	0	
	6,579.00	Property Tax 2017 Qtly support	1297	Programming, Services, Contracts
01-049-000-0000-6231		04/01/2017 04/01/2017	0	
	29.00-	Property Tax 2015 Qrtly adjust	1297	Programming, Services, Contracts
01-049-000-0000-6231		04/01/2017 04/01/2017	0	
	445.00	Zend 2017 Support	1309	Programming, Services, Contracts
<b>86290 Mn Counties Information Systems</b>	<b>22,668.00</b>	04/01/2017 04/01/2017	0	
		5 Transactions		
<b>49 DEPT Total:</b>	<b>22,718.40</b>	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>7 Transactions</b>
<b>52 DEPT</b>		<b>Administration/Personnel Dept</b>		
10452 AT&T Mobility				
01-052-000-0000-6250	206.75	Cell phone	287259994975	Telephone
		02/18/2017 03/17/2017	0	
<b>10452 AT&amp;T Mobility</b>	<b>206.75</b>		1 Transactions	
8175 Centurylink				
01-052-000-0000-6250	65.34	Local phone	313645966	Telephone
01-052-000-0000-6250	8.01	LONG DISTANCE	313645966	Telephone
<b>8175 Centurylink</b>	<b>73.35</b>		2 Transactions	
12048 McDowell Agency, Inc./The				
01-052-000-0000-6234	136.00	Background Screening	86243	Background Check Fee
		03/14/2017 03/14/2017	0	
<b>12048 McDowell Agency, Inc./The</b>	<b>136.00</b>		1 Transactions	
10521 MCHRMA				
01-052-000-0000-6299	125.00	MCHRMA conf reg Danielson		Employee Training
		03/15/2017 03/15/2017	0	
<b>10521 MCHRMA</b>	<b>125.00</b>		1 Transactions	
13412 Pemberton, Sorlie, Rufer & Kershner PLLI				
01-052-000-0000-6232	17.00	Heggem (partner) .1@\$170	28	Attorney Services
		02/28/2017 02/28/2017	0	
01-052-000-0000-6232	63.00	Peterson (Asst) .6@\$105	28	Attorney Services
		02/28/2017 02/28/2017	0	

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3/31/17 3:34PM  
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	01-052-000-0000-6232		153.00	Hastings (partner) .9@\$170	28	Attorney Services
				02/28/2017 02/28/2017	0	
13412	Pemberton, Sorlie, Rufer & Kershner PLLI	PLLI	233.00		3 Transactions	
86235	The Office Shop Inc					
	01-052-000-0000-6405		97.95	Adding rolls, pens, calculator	291204-0	Office & Computer Supplies
				03/21/2017 03/21/2017	0	
86235	The Office Shop Inc		97.95		1 Transactions	
52	DEPT Total:		872.05	Administration/Personnel Dept	6 Vendors	9 Transactions
60	DEPT			Elections		
	1601 Election Systems & Software Inc					
	01-060-000-0000-6406		578.32	School election coding	1003264	Ballots & Programming
				03/15/2017 03/15/2017	0	
	1601 Election Systems & Software Inc		578.32		1 Transactions	
60	DEPT Total:		578.32	Elections	1 Vendors	1 Transactions
90	DEPT			Attorney		
	783 Canon Financial Services, Inc					
	01-090-000-0000-6405		364.37	copier contract 038	17095974	Office & Computer Supplies
				03/13/2017 03/13/2017	0	
	783 Canon Financial Services, Inc		364.37		1 Transactions	
	8175 Centurylink					
	01-090-000-0000-6250		84.11	Local phone	313645966	Telephone
	01-090-000-0000-6250		8.38	LONG DISTANCE	313645966	Telephone
8175	Centurylink		92.49		2 Transactions	
5173	THOMSON REUTERS- WEST PUBLISHING					
	01-090-000-0000-6406		375.50	Subscription charges	835789415	Law Publ. & Subscriptions
				02/05/2017 03/04/2017	0	
5173	THOMSON REUTERS- WEST PUBLISHING		375.50		1 Transactions	
90	DEPT Total:		832.36	Attorney	3 Vendors	4 Transactions
100	DEPT			Recorder		

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1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
8175 Centurylink				
01-100-000-0000-6250		28.04	Local phone	313645966 Telephone
01-100-000-0000-6250		4.57	LONG DISTANCE	313645966 Telephone
8175 Centurylink		32.61	2 Transactions	
3951 Pro West & Associates, Inc				
01-100-195-0000-6231		822.00	Corner Cert integration	001251 Services, Labor, Contracts- Land Records
			03/14/2017 03/14/2017	0
3951 Pro West & Associates, Inc		822.00	1 Transactions	
86235 The Office Shop Inc				
01-100-000-0000-6405		32.67	Binders & CLI Protector	1022591-0 Office & Computer Supplies
			03/15/2017 03/15/2017	0
01-100-000-0000-6405		23.59	CLI Protector	1022735-0 Office & Computer Supplies
			03/20/2017 03/20/2017	0
86235 The Office Shop Inc		56.26	2 Transactions	
100 DEPT Total:		910.87	Recorder	3 Vendors 5 Transactions
110 DEPT			Courthouse Maintenance	
12106 Antoine Electric				
01-110-000-0000-6422		107.64	Globe Lamps- No Labor	16247 Janitorial Supplies
			03/24/2017 03/24/2017	0
01-110-000-0000-6231		702.58	Install receptacle for copier	16255 Services, Labor, Contracts
			03/24/2017 03/24/2017	0
12106 Antoine Electric		810.22	2 Transactions	
10452 AT&T Mobility				
01-110-000-0000-6250		34.99	Cell phone	287259994975 Phone
			02/18/2017 03/17/2017	0
10452 AT&T Mobility		34.99	1 Transactions	
8175 Centurylink				
01-110-000-0000-6250		18.69	Local phone	313645966 Phone
01-110-000-0000-6250		2.45	LONG DISTANCE	313645966 Phone
8175 Centurylink		21.14	2 Transactions	
88628 Dalco				
01-110-000-0000-6422		281.50	toilet tissue, towels	3151823 Janitorial Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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1 General Fund

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
88628 Dalco					281.50		03/21/2017 03/21/2017		0		
							1 Transactions				
2186 Hillyard Inc - Kansas City											
	01-110-000-0000-6422				362.60	Bowl cleaner, soap, liners	03/17/2017 03/17/2017	602462802	0	Janitorial Supplies	
	01-110-000-0000-6422				65.34	PC Board, lever support	03/10/2017 03/10/2017	700276071	0	Janitorial Supplies	
	01-110-000-0000-6422				90.97	Cover back w/ cord hook	03/15/2017 03/15/2017	700276757	0	Janitorial Supplies	
2186 Hillyard Inc - Kansas City					518.91		3 Transactions				
11889 Honeywell International Inc.											
	01-110-000-0000-6231				3,048.02	Qtrly Mechanical & electrical	04/15/2017 07/14/2017	5239421959	0	Services, Labor, Contracts	
	01-110-000-0000-6231				414.27	leaking valve boiler	03/17/2017 03/17/2017	5239449726	0	Services, Labor, Contracts	
11889 Honeywell International Inc.					3,462.29		2 Transactions				
3532 Nelson Lawn & Landscaping											
	01-110-000-0000-6231				312.50	Snow plowing	02/07/2017 02/07/2017	1002	0	Services, Labor, Contracts	
	01-110-000-0000-6231				343.75	Snow plowing	02/08/2017 02/08/2017	1002	0	Services, Labor, Contracts	
	01-110-000-0000-6231				375.00	Snow plowing	02/26/2017 02/26/2017	1002	0	Services, Labor, Contracts	
3532 Nelson Lawn & Landscaping					1,031.25		3 Transactions				
3950 Public Utilities											
	01-110-000-0000-6254				453.87	Jail West Annex	02/16/2017 03/17/2017	0200000510000	0	Utilities & Heating	
	01-110-000-0000-6254				258.50	CH Building Coordinator	02/16/2017 03/17/2017	0200050109016	0	Utilities & Heating	
	01-110-000-0000-6254				67.08	Glarco	02/16/2017 03/17/2017	0200050186004	0	Utilities & Heating	
	01-110-000-0000-6254				25.73	Old County Garage	02/16/2017 03/17/2017	0200050202003	0	Utilities & Heating	
	01-110-000-0000-6254				1,666.14	Courthouse	02/16/2017 03/17/2017	0300000509007	0	Utilities & Heating	

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3/31/17 3:34PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01-110-000-0000-6254		LA Tool Building	0300050188007	Utilities & Heating
	272.32	02/16/2017 03/17/2017	0	
3950 Public Utilities	2,743.64	6 Transactions		
5774 Riverwood Healthcare Clinic		Pre- Emp Physical Liljequist	70016043	Physical Examinations
01-110-000-0000-6272	110.00	01/27/2017 01/27/2017	0	
5774 Riverwood Healthcare Clinic	110.00	1 Transactions		
110 DEPT Total:	9,013.94	Courthouse Maintenance	9 Vendors	21 Transactions
111 DEPT		Buildings		
14044 Boarman Kroos Vogel Group Inc		3rd billing Design Phase	43115	Building & Structures
01-111-000-0000-6605	3,680.00	02/25/2017 02/25/2017	0	
01-111-000-0000-6605	843.14	Expenses Design Phase	43115	Building & Structures
14044 Boarman Kroos Vogel Group Inc	4,523.14	02/25/2017 02/25/2017	0	2 Transactions
246 Brothers Fire & Security		Replace pipes in west annex	102927	Building & Structures
01-111-000-0000-6605	1,119.53	03/22/2017 03/22/2017	0	
246 Brothers Fire & Security	1,119.53	1 Transactions		
111 DEPT Total:	5,642.67	Buildings	2 Vendors	3 Transactions
120 DEPT		Service Officer		
10452 AT&T Mobility		Cell Phone	287270539560	Telephone
01-120-000-0000-6250	62.00	02/18/2017 03/17/2017	0	
10452 AT&T Mobility	62.00	1 Transactions		
8175 Centurylink		Local phone	313645966	Telephone
01-120-000-0000-6250	9.35	LONG DISTANCE	313645966	Telephone
01-120-000-0000-6250	9.19			
8175 Centurylink	18.54	2 Transactions		
5767 Lamke/Dennis				

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Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01-120-000-0000-6350	50.00	Drive vet van	St Cloud	Per Diem
5767 Lamke/Dennis	50.00	02/23/2017 02/23/2017	0	
		1 Transactions		
6097 Verizon Wireless	12.76	Vet van cell phone	88069036400001	Telephone
01-120-000-0000-6250	12.76	03/20/2017 03/20/2017	0	
6097 Verizon Wireless	12.76	1 Transactions		
120 DEPT Total:	143.30	Service Officer	4 Vendors	5 Transactions
121 DEPT		Housing & Redevelopment		
11113 Anderson/Edward	35.00	HRA Meeting		Per Diem
01-121-000-0000-6350	35.00	01/25/2017 01/25/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		02/22/2017 02/22/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		03/22/2017 03/22/2017	0	
11113 Anderson/Edward	105.00	3 Transactions		
13164 Turner/Evelyn	35.00	HRA Meeting		Per Diem
01-121-000-0000-6350	35.00	01/25/2017 01/25/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		02/22/2017 02/22/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		03/22/2017 03/22/2017	0	
13164 Turner/Evelyn	105.00	3 Transactions		
10017 Tveit/Galen	35.00	HRA Meeting		Per Diem
01-121-000-0000-6350	35.00	01/25/2017 01/25/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		02/22/2017 02/22/2017	0	
01-121-000-0000-6350	35.00	HRA Meeting		Per Diem
		03/22/2017 03/22/2017	0	
10017 Tveit/Galen	105.00	3 Transactions		

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
121 DEPT Total:		Housing & Redevelopment	3 Vendors	9 Transactions
122 DEPT		Planning & Zoning		
783 Canon Financial Services, Inc 01- 122- 000- 0000- 6231	248.73	Copier contract 029 03/13/2017	17095968 0	Services, Labor, Contracts, Programming
783 Canon Financial Services, Inc	248.73		1 Transactions	
8175 Centurylink 01- 122- 000- 0000- 6250	65.42	Local phone	313645966	Telephone
01- 122- 000- 0000- 6250	16.14	LONG DISTANCE	313645966	Telephone
8175 Centurylink	81.56		2 Transactions	
6097 Verizon Wireless 01- 122- 000- 0000- 6250	41.46	Monthly cellular 02/14/2017	38069013800001 0	Telephone
6097 Verizon Wireless	41.46		1 Transactions	
122 DEPT Total:	371.75	Planning & Zoning	3 Vendors	4 Transactions
200 DEPT		Enforcement		
11960 ASAP Towing 01- 200- 000- 0000- 6359	108.00	Tow Dodge 17- 0621 03/15/2017	5562 0	Wrecker Service
11960 ASAP Towing	108.00		1 Transactions	
10452 AT&T Mobility 01- 200- 000- 0000- 6250	1,061.27	Squad cell/laptops 03/17/2017	287258495419 0	Telephone
10452 AT&T Mobility	1,061.27		1 Transactions	
4488 Automated Word Professionals 01- 200- 000- 0000- 6231	252.00	Transcription 03/12/2017	17- SO106 0	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231	94.50	Transcription 03/20/2017	17- SO107 0	Services & Labor (Incl Contracts)
4488 Automated Word Professionals	346.50		2 Transactions	

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<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>
8175 Centurylink				
01-200-000-0000-6250		242.97	Local phone	313645966 Telephone
01-200-000-0000-6250		74.76	Local phone- PROBATION	313645966 Telephone
01-200-000-0000-6250		34.22	LD PROBATION	313645966 Telephone
01-200-000-0000-6250		22.95	LONG DISTANCE	313645966 Telephone
8175 Centurylink		374.90	4 Transactions	
14391 GHA Technologies				
01-200-000-0000-6625		169.63	Viewsonic monitor #220	9929763 Office Equipment
			03/13/2017 03/13/2017	0
14391 GHA Technologies		169.63	1 Transactions	
8156 Hibbing Community College				
01-200-003-0000-6241		3,400.00	ARLET membership 2017	100011 Registration Fee
			01/24/2017 01/24/2017	0
8156 Hibbing Community College		3,400.00	1 Transactions	
14404 Iron Range Veterinary Clinic				
01-200-000-0000-6231		50.00	Microchip Gizmo 17-0518	127424 Services & Labor (Incl Contracts)
			03/16/2017 03/16/2017	0
14404 Iron Range Veterinary Clinic		50.00	1 Transactions	
1 Sprint				
01-200-000-0000-6231		9.16	Long distance 17-0224	100294314 Services & Labor (Incl Contracts)
			03/17/2017 03/17/2017	0
1 Sprint		9.16	1 Transactions	
86235 The Office Shop Inc				
01-200-000-0000-6405		167.18	Toner, drum	1022571-0 Office Supplies
			03/15/2017 03/15/2017	0
86235 The Office Shop Inc		167.18	1 Transactions	
13934 Tire Barn				
01-200-000-0000-6302		57.35	Oil Change #224	37862 Car Maintenance
			03/07/2017 03/07/2017	0
01-200-000-0000-6302		57.98	Oil Change #206	37985 Car Maintenance
			03/17/2017 03/17/2017	0
01-200-000-0000-6302		57.98	Oil change #211	37995 Car Maintenance
			03/20/2017 03/20/2017	0

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3/31/17 3:34PM  
1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
13934	Tire Barn			173.31			
					3 Transactions		
9642	WEX BANK						
	01-200-000-0000-6511			3,916.23	Fuel	0424007043961	Gas And Oil
					02/14/2017	03/15/2017	
						0	
9642	WEX BANK			3,916.23			
					1 Transactions		
200	<b>DEPT Total:</b>			9,776.18	<b>Enforcement</b>	<b>11 Vendors</b>	<b>17 Transactions</b>
202	DEPT				Boat & Water		
3950	Public Utilities						
	01-202-000-0000-6254			20.64	Boat & Water	0200063119006	Utilities
					02/16/2017	03/17/2017	
						0	
3950	Public Utilities			20.64			
					1 Transactions		
4425	Shirts Plus						
	01-202-000-0000-6410			185.80	B&W t-shirts & hats	881	Clothing Allowance
					03/08/2017	03/08/2017	
						0	
4425	Shirts Plus			185.80			
					1 Transactions		
202	<b>DEPT Total:</b>			206.44	<b>Boat &amp; Water</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
203	DEPT				Snowmobile		
10452	AT&T Mobility						
	01-203-000-0000-6250			56.07	Squad cell/laptops	287258495419	Telephone
					03/17/2017	03/17/2017	
						0	
10452	AT&T Mobility			56.07			
					1 Transactions		
9642	WEX BANK						
	01-203-000-0000-6511			192.31	Fuel	0424007043961	Gas And Oil
					02/14/2017	03/15/2017	
						0	
9642	WEX BANK			192.31			
					1 Transactions		
203	<b>DEPT Total:</b>			248.38	<b>Snowmobile</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
204	DEPT				ATV		
13934	Tire Barn						
	01-204-000-0000-6302			26.99	ATV tire repair, tube	17321	Car Maintenance

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13934 Tire Barn		03/15/2017 03/15/2017 1 Transactions	0	
9642 WEX BANK 01- 204- 000- 0000- 6511		Fuel 02/14/2017 03/15/2017 1 Transactions	0424007043961 0	Gas And Oil
9642 WEX BANK				
204 DEPT Total:		83.88 ATV	2 Vendors	2 Transactions
206 DEPT		Forfeitures		
117 Aitkin County Sheriff 01- 206- 000- 0000- 6409		43.50 Forfeited vehicles title 03/14/2017 03/14/2017 1 Transactions	0	Forfeiture Supplies
117 Aitkin County Sheriff				
206 DEPT Total:		43.50 Forfeitures	1 Vendors	1 Transactions
252 DEPT		Corrections		
10452 AT&T Mobility 01- 252- 000- 0000- 6250		56.72 Squad cell/laptops 03/17/2017 03/17/2017 1 Transactions	287258495419 0	Telephone
10452 AT&T Mobility				
783 Canon Financial Services, Inc 01- 252- 000- 0000- 6231		96.07 Copier contract 032 03/13/2017 03/13/2017 1 Transactions	17095964 0	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc				
8175 Centurylink 01- 252- 000- 0000- 6250 01- 252- 000- 0000- 6250		149.52 Local phone 62.74 LONG DISTANCE	313645966 313645966	Telephone Telephone
8175 Centurylink		212.26	2 Transactions	
163 Charter Communications 01- 252- 252- 0000- 6405		181.67 Cable TV 03/18/2017 03/18/2017	83523056600060 0	Prisoner Welfare

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
163 Charter Communications		181.67		1 Transactions	
5583 Crawford Supply Company 01-252-252-0000-6408		93.60	Commissary supplies 03/14/2017 03/14/2017	812054 0	Commissary Supplies
5583 Crawford Supply Company		93.60		1 Transactions	
88628 Dalco 01-252-000-0000-6422		381.84	Paper products for jail 03/21/2017 03/21/2017	3151825 0	Janitorial Supplies
88628 Dalco		381.84		1 Transactions	
8694 Department of Transportation 01-252-000-0000-6231		8,649.67	ARMER agreement 03/21/2017 03/21/2017	401400 0	Services & Labor (Incl Contracts)
8694 Department of Transportation		8,649.67		1 Transactions	
1491 Dutch's Electric, Inc 01-252-000-0000-6231		150.00	Repair switch Aitkin tower 03/17/2017 03/17/2017	25257 0	Services & Labor (Incl Contracts)
1491 Dutch's Electric, Inc		150.00		1 Transactions	
11715 Granite Electronics 01-252-000-0000-6231		514.60	Jacobson repeater issues 03/15/2017 03/15/2017	1530039001 0	Services & Labor (Incl Contracts)
01-252-000-0000-6231		201.00	Portable radio programming 03/15/2017 03/15/2017	2190001141 0	Services & Labor (Incl Contracts)
11715 Granite Electronics		715.60		2 Transactions	
2186 Hillyard Inc - Kansas City 01-252-000-0000-6422		1,965.42	Janitorial 03/17/2017 03/17/2017	602462840 0	Janitorial Supplies
2186 Hillyard Inc - Kansas City		1,965.42		1 Transactions	
5503 Keefe Supply Company 01-252-000-0000-6418		606.48	Commissary supplies 03/10/2017 03/10/2017	811194 0	Groceries
01-252-252-0000-6408		97.44	Commissary supplies 03/14/2017 03/14/2017	812055 0	Commissary Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
5503 Keefe Supply Company		703.92	2 Transactions	
12777 Lammers Appliance Repair 01- 252- 000- 0000- 6231		445.48	Washing machine repair 03/16/2017 03/16/2017 0	Services & Labor (Incl Contracts)
12777 Lammers Appliance Repair		445.48	1 Transactions	
6141 MCGREGOR PEARCE, LLC 01- 252- 000- 0000- 6231		500.00	Jail mold inspection 03/14/2017 03/14/2017 0	Services & Labor (Incl Contracts)
6141 MCGREGOR PEARCE, LLC		500.00	1 Transactions	
13844 McKesson Medical Surgical 01- 252- 000- 0000- 6262		1,102.47	Inmate meds 03/14/2017 03/14/2017 0	Medical Expenses & Supplies - Inmates
13844 McKesson Medical Surgical		1,102.47	1 Transactions	
13691 MEnD Correctional Care, PLLC 01- 252- 000- 0000- 6262		126.50	Urine drug test cards 03/21/2017 03/21/2017 0	Medical Expenses & Supplies - Inmates
13691 MEnD Correctional Care, PLLC		126.50	1 Transactions	
3789 Pan- O- Gold Baking Company 01- 252- 000- 0000- 6418		164.86	Groceries 03/16/2017 03/16/2017 0	Groceries
01- 252- 000- 0000- 6418		182.62	Groceries 03/23/2017 03/23/2017 0	Groceries
3789 Pan- O- Gold Baking Company		347.48	2 Transactions	
3950 Public Utilities 01- 252- 000- 0000- 6254		35.32	Sheriff Emerg Storage garage 02/16/2017 03/17/2017 0	Utilities & Heating
01- 252- 000- 0000- 6254		4,880.61	New Jail 2 02/16/2017 03/17/2017 0	Utilities & Heating
01- 252- 000- 0000- 6254		1,280.96	New Jail 02/16/2017 03/17/2017 0	Utilities & Heating
3950 Public Utilities		6,196.89	3 Transactions	
9499 Reliance Telephone Systems, Inc				

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No. Account/Formular	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01-252-252-0000-6406		Phone cards	D-19001	Phone Card Prisoner Welfare
800.00		03/17/2017 03/17/2017	0	
9499 Reliance Telephone Systems, Inc	800.00	1 Transactions		
84172 Riverwood Healthcare Center		Lubins, R	80002813	Medical Expenses & Supplies - Inmates
01-252-000-0000-6262	118.58	02/16/2016 02/16/2016	0	
01-252-000-0000-6262	38.11	Merrill, V	80002813	Medical Expenses & Supplies - Inmates
		02/16/2016 02/16/2016	0	
01-252-000-0000-6262	58.13	Schatte, K	80002813	Medical Expenses & Supplies - Inmates
		02/16/2016 02/16/2016	0	
01-252-000-0000-6262	222.53	Tooles, E	80002813	Medical Expenses & Supplies - Inmates
		02/16/2016 02/16/2016	0	
84172 Riverwood Healthcare Center	437.35	4 Transactions		
4761 Sysco Minnesota Inc		Groceries	153057743	Groceries
01-252-000-0000-6418	3,861.90	03/16/2017 03/16/2017	0	
01-252-000-0000-6418	315.85	Groceries	153061511	Groceries
		03/23/2017 03/23/2017	0	
01-252-000-0000-6418	3,081.18	Groceries	153061512	Groceries
		03/23/2017 03/23/2017	0	
4761 Sysco Minnesota Inc	7,258.93	3 Transactions		
9642 WEX BANK		Fuel	0424007043961	Prisoner Transportation & Travel
01-252-000-0000-6330	288.29	02/14/2017 03/15/2017	0	
9642 WEX BANK	288.29	1 Transactions		
252 DEPT Total:	30,710.16	Corrections	21 Vendors	32 Transactions
253 DEPT		Sentence to Serve		
10452 AT&T Mobility		Squad cell/laptops	287258495419	Telephone
01-253-000-0000-6250	34.99	03/17/2017 03/17/2017	0	
10452 AT&T Mobility	34.99	1 Transactions		
8175 Centurylink		Local phone	313645966	Telephone
01-253-000-0000-6250	9.35			

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
01- 253- 000- 0000- 6250		2.22	LONG DISTANCE	313645966 Telephone
<b>8175 Centurylink</b>		11.57		2 Transactions
12927 Midwest Machinery Co. 01- 253- 000- 0000- 6405		278.11	Crankcase sealer, gasket, cyli 03/16/2017 03/16/2017	1421758 0 Operating Supplies
12927 Midwest Machinery Co.		278.11		1 Transactions
<b>253 DEPT Total:</b>		<b>324.67</b>	<b>Sentence to Serve</b>	<b>3 Vendors 4 Transactions</b>
255 DEPT			General Crime Victim Grant	
8175 Centurylink 01- 255- 000- 0000- 6250		9.35	Local phone	313645966 Telephone
01- 255- 000- 0000- 6250		3.93	LONG DISTANCE	313645966 Telephone
<b>8175 Centurylink</b>		<b>13.28</b>		2 Transactions
<b>255 DEPT Total:</b>		<b>13.28</b>	<b>General Crime Victim Grant</b>	<b>1 Vendors 2 Transactions</b>
257 DEPT			Community Corrections	
248 Association of Mn Counties 01- 257- 251- 0000- 6241		250.00	MACCAC Agent Conference 03/02/2017 03/02/2017	47023 0 Registration Fee
248 Association of Mn Counties		250.00		1 Transactions
783 Canon Financial Services, Inc 01- 257- 000- 0000- 6342		140.67	Copier contract 036 03/13/2017 03/13/2017	17095973 0 Office Equipment Rental/Contracts
783 Canon Financial Services, Inc		140.67		1 Transactions
8175 Centurylink 01- 257- 000- 0000- 6250		9.35	Local phone	313645966 Telephone
<b>8175 Centurylink</b>		<b>9.35</b>		1 Transactions
87101 North Homes- Standard 01- 257- 255- 0000- 6204		6,455.96	BE Teens in transition 02/01/2017 02/28/2017	3629698 0 Juvenile Detention
<b>87101 North Homes- Standard</b>		<b>6,455.96</b>		1 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13934	Tire Barn 01-257-258-0000-6302		Maint 2012 Chev Impala 03/21/2017 03/21/2017	38003 0	Car Maintenance
13934	Tire Barn		1 Transactions		
257	DEPT Total:	6,922.93	Community Corrections	5 Vendors	5 Transactions
280	DEPT		Emergency Management		
8175	Centurylink 01-280-000-0000-6250	18.69	Local phone	313645966	Telephone
8175	Centurylink	18.69	1 Transactions		
280	DEPT Total:	18.69	Emergency Management	1 Vendors	1 Transactions
390	DEPT		Environmental Health (FBL)		
8175	Centurylink 01-390-000-0000-6250	9.35	Local phone	313645966	Telephone
	01-390-000-0000-6250	2.75	LONG DISTANCE	313645966	Telephone
8175	Centurylink	12.10	2 Transactions		
390	DEPT Total:	12.10	Environmental Health (FBL)	1 Vendors	2 Transactions
391	DEPT		Solid Waste		
8175	Centurylink 01-391-000-0000-6250	9.35	Local phone	313645966	Telephone
	01-391-000-0000-6250	1.45	LONG DISTANCE	313645966	Telephone
8175	Centurylink	10.80	2 Transactions		
2763	J & H Transfer Station-Lakes Sanitary 01-391-060-0000-6360	681.75	Feb recycling contract 02/28/2017 02/28/2017	0	Recycling Contract
2763	J & H Transfer Station-Lakes Sanitary	681.75	1 Transactions		
391	DEPT Total:	692.55	Solid Waste	2 Vendors	3 Transactions
601	DEPT		Extension		
8175	Centurylink 01-601-000-0000-6250	9.35	Local phone	313645966	Telephone

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No.	Account/Formular	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-601-000-0000-6250		LONG DISTANCE	313645966	Telephone
8175	Centurylink	9.51			
			2 Transactions		
11187	Regents Of The University of Minnesota				
	01-601-000-0000-6262	13,205.82	MOA Billing - Strande	300017454	Univ Of Minn Contracts
			01/01/2017 03/30/2017	0	
11187	Regents Of The University of Minnesota	13,205.82			
			1 Transactions		
601	DEPT Total:	13,215.33	Extension	2 Vendors	3 Transactions
711	DEPT		Economic Development		
8175	Centurylink				
	01-711-000-0000-6250	9.35	Local phone	313645966	Telephone
	01-711-000-0000-6250	2.38	LONG DISTANCE	313645966	Telephone
8175	Centurylink	11.73			
			2 Transactions		
711	DEPT Total:	11.73	Economic Development	1 Vendors	2 Transactions
1	Fund Total:	122,130.41	General Fund		180 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
301	DEPT		R&B Administration		
86222	Aitkin Independent Age				
	03-301-000-0000-6241		AD FOR BID- 2017 CALC CHLORIDE		Fees/Prof/Misc
	181.13				
86222	Aitkin Independent Age		1 Transactions		
	181.13				
783	Canon Financial Services, Inc				
	03-301-000-0000-6300		CONTRACT CHARGE	17095965	Service Contracts
	212.26				
783	Canon Financial Services, Inc		1 Transactions		
	212.26				
89541	Culligan				
	03-301-000-0000-6400		WATER	420069	Supplies And Materials
	50.75				
89541	Culligan		1 Transactions		
	50.75				
9671	Pitney Bowes				
	03-301-000-0000-6205		LEASE	3101063779	Postage
	74.04				
9671	Pitney Bowes		1 Transactions		
	74.04				
11605	Shred Right				
	03-301-000-0000-6400		DOCUMENT DESTRUCTION	266917	Supplies And Materials
	30.00				
11605	Shred Right		1 Transactions		
	30.00				
301	DEPT Total:		R&B Administration	5 Vendors	5 Transactions
		548.18			
303	DEPT		R&B Highway Maintenance		
8411	American Welding & Gas, Inc.				
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES	0-4689674	Shop Maintenance
	92.48				
8411	American Welding & Gas, Inc.		1 Transactions		
	92.48				
12106	Antoine Electric				
	03-303-000-0000-6298		MCGREGOR SHOP	16235	Shop Maintenance
	569.85				
12106	Antoine Electric		1 Transactions		
	569.85				
10452	AT&T Mobility				
	03-303-000-0000-6254		PAUL'S IPAD SVC	287266104878X0	Utilities
	34.99				
10452	AT&T Mobility		1 Transactions		
	34.99				
8175	Centurylink				
	03-303-000-0000-6254		LONG DISTANCE	313645966	Utilities
	9.17				
	03-303-000-0000-6254		FAX: HWY OFFICE	MAR- APR	Utilities
	31.31				

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
8175 Centurylink		40.48		
			2 Transactions	
1010 City Of Aitkin				
03- 303- 000- 0000- 6825		10,254.69	2017 MUNICIPAL MAINTENANCE AGR 2017	Maintenance Agreements
1010 City Of Aitkin		10,254.69	1 Transactions	
7935 East Central Energy				
03- 303- 000- 0000- 6254		162.71	FEB- MAR POWER- MCGRATH 70415419	Utilities
7935 East Central Energy		162.71	1 Transactions	
9335 Flier/Randy				
03- 303- 000- 0000- 6411		138.00	WORK BOOTS REIMBURSEMENT BERMELS	Safety Footwear
9335 Flier/Randy		138.00	1 Transactions	
8622 Frontier				
03- 303- 000- 0000- 6254		62.60	JACOBSON 218- 752- 6591	Utilities
03- 303- 000- 0000- 6254		62.60	MCGREGOR 218- 768- 4481	Utilities
03- 303- 000- 0000- 6254		62.60	PALISADE 218- 845- 2607	Utilities
03- 303- 000- 0000- 6254		62.60	MCGRATH 320- 592- 3580	Utilities
8622 Frontier		250.40	4 Transactions	
13468 G & K Services				
03- 303- 000- 0000- 6298		14.79	SHOP LAUNDRY 1043724730	Shop Maintenance
03- 303- 000- 0000- 6298		14.79	SHOP LAUNDRY 1043730454	Shop Maintenance
13468 G & K Services		29.58	2 Transactions	
91187 Lake Country Power				
03- 303- 000- 0000- 6254		60.17	FEB- MAR CSAH 14 141979801	Utilities
03- 303- 000- 0000- 6254		58.93	FEB- MAR CSAH 6 141979901	Utilities
91187 Lake Country Power		119.10	2 Transactions	
14038 Lube- Tech & Partners, LLC				
03- 303- 000- 0000- 6298		72.00	AITKIN SHOP SUPPLIES 913329	Shop Maintenance
03- 303- 000- 0000- 6298		55.00	AITKIN SHOP SUPPLIES 913330	Shop Maintenance
03- 303- 000- 0000- 6298		71.70	AITKIN SHOP SUPPLIES 913331	Shop Maintenance
14038 Lube- Tech & Partners, LLC		55.30	3 Transactions	
10720 Nuss Truck & Equipment				
03- 303- 000- 0000- 6590		29.19	REPAIR PARTS 3165317P	Repair & Maintenance Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10720	Nuss Truck & Equipment		FILTERS	3165390P	Repair & Maintenance Supplies
					2 Transactions
8537	Powerplan OIB		REPAIR PARTS	1667838	Repair & Maintenance Supplies
					1 Transactions
3950	Public Utilities		HWY 210 W & CR 28	02-00059455-00	Utilities
			AITKIN SHOP WATER	02-00063335-00	Utilities
			HWY 47 & CR 12	02-00063388-00	Utilities
			HWY 47 & CR 12	02-00064092-00	Utilities
3950	Public Utilities				4 Transactions
7888	Ruffridge Johnson Equip.Co,Inc.		REPAIR PARTS	IA06383	Repair & Maintenance Supplies
					1 Transactions
90805	Temco		REPAIR PARTS	21165	Repair & Maintenance Supplies
			REPAIR PARTS	21174	Repair & Maintenance Supplies
			REPAIR PARTS	21184	Repair & Maintenance Supplies
90805	Temco				3 Transactions
13934	Tire Barn		REPAIR PARTS	37930	Repair & Maintenance Supplies
			REPAIR LABOR	37930	Repair & Maintenance Supplies
13934	Tire Barn				2 Transactions
4988	Viking Industrial Center		AITKIN SHOP SUPPLIES	3102977	Shop Maintenance
					1 Transactions
5295	Ziegler Inc		REPAIR PARTS	PC190064960	Repair & Maintenance Supplies
					1 Transactions
303	DEPT Total:		R&B Highway Maintenance	19 Vendors	34 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
307	DEPT		R&B Capital Infrastructure		
14403	Jackson/Elizabeth				
	03-307-000-0000-6362		LAND RIGHT OF WAY	PARCEL NO 26	Right Of Way
	03-307-000-0000-6362	1,026.00	DAMAGES	PARCEL NO 26	Right Of Way
14403	Jackson/Elizabeth	1,450.00		2 Transactions	
5556	MN Board Of Water & Soil Resources				
	03-307-000-0000-6362	1,953.61	LAND RIGHT OF WAY-EASEMENT ALT		Right Of Way
5556	MN Board Of Water & Soil Resources	1,953.61		1 Transactions	
307	DEPT Total:	3,403.61	R&B Capital Infrastructure	2 Vendors	3 Transactions
3	Fund Total:	17,370.69	Road & Bridge		42 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT		Public Health Department		
8175	Centurylink				
	05- 400- 440- 0410- 6250		84.11	Local phone - PH	313645966 Telephone
	05- 400- 440- 0410- 6250		16.45	Local phone - HHS/Accting	313645966 Telephone
	05- 400- 440- 0410- 6250		0.24	LONG DISTANCE	313645966 Telephone
	05- 400- 440- 0410- 6250		2.28	LONG DISTANCE- HHS	313645966 Telephone
	05- 400- 440- 0410- 6250		16.95	LONG DISTANCE- PH	313645966 Telephone
8175	Centurylink		120.03		
				5 Transactions	
1457	CPS Technology Solutions, Inc				
	05- 400- 440- 0410- 6300		11.26	April printer maint	372214 Maintenance/Service Contracts
				03/15/2017 03/15/2017	0
1457	CPS Technology Solutions, Inc		11.26		
				1 Transactions	
400	DEPT Total:		131.29	Public Health Department	2 Vendors 6 Transactions
420	DEPT			Income Maintenance	
8175	Centurylink				
	05- 420- 600- 4800- 6250		93.45	Local phone - IM	313645966 Telephone
	05- 420- 600- 4800- 6250		34.95	Local phone - HHS/Accting	313645966 Telephone
	05- 420- 600- 4800- 6250		0.52	LONG DISTANCE	313645966 Telephone
	05- 420- 600- 4800- 6250		4.86	LONG DISTANCE- HHS	313645966 Telephone
	05- 420- 600- 4800- 6250		55.19	LONG DISTANCE - IM	313645966 Telephone
	05- 420- 640- 4800- 6250		65.42	Local phone - CS	313645966 Telephone
	05- 420- 640- 4800- 6250		16.35	LONG DISTANCE- CS	313645966 Telephone
8175	Centurylink		270.74		
				7 Transactions	
1457	CPS Technology Solutions, Inc				
	05- 420- 600- 4800- 6300		23.94	April printer maint	372214 Maintenance/Service Contracts
				03/15/2017 03/15/2017	0
	05- 420- 640- 4800- 6300		35.20	April printer maint	372214 Maintenance/Service Contracts
				03/15/2017 03/15/2017	0
1457	CPS Technology Solutions, Inc		59.14		
				2 Transactions	
420	DEPT Total:		329.88	Income Maintenance	2 Vendors 9 Transactions
430	DEPT			Social Services	
8175	Centurylink				

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	05- 430- 700- 4800- 6250		Local phone - HHS/Accting	313645966	Telephone
	05- 430- 700- 4800- 6250		Local phone - SS	313645966	Telephone
	05- 430- 700- 4800- 6250		LONG DISTANCE	313645966	Telephone
	05- 430- 700- 4800- 6250		LONG DISTANCE- HHS	313645966	Telephone
	05- 430- 700- 4800- 6250		LONG DISTANCE- SS	313645966	Telephone
8175	Centurylink				
		391.55			5 Transactions
1457	CPS Technology Solutions, Inc				
	05- 430- 700- 4800- 6300		April printer maint	372214	Maintenance/Service Contracts
		35.20	03/15/2017	03/15/2017	0
1457	CPS Technology Solutions, Inc				
		35.20			1 Transactions
430	DEPT Total:				
		426.75	Social Services	2 Vendors	6 Transactions
5	Fund Total:				
		887.92	Health & Human Services		21 Transactions



DKB1  
 3/31/17 3:34PM  
 10 Trust

# 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 Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
<u>On Behalf of Name</u>				
926 DEPT Total:		9.35	Law Library	1 Vendors
				1 Transactions
10 Fund Total:		2,163.77	Trust	8 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
924	DEPT		Forest Resource		
	10452 AT&T Mobility		Cell phone	287257204209	Telephone
	11- 924- 000- 0000- 6250		02/18/2017 03/17/2017	0	
	10452 AT&T Mobility		1 Transactions		
924	DEPT Total:		Forest Resource	1 Vendors	1 Transactions
11	Fund Total:		Forest Development		1 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
521	DEPT		LLCC Administration		
12710	AdventureKEEN 19- 521- 000- 0000- 6400		475.14	Journals & books for canteen 03/14/2017 03/14/2017	57287 0
				1 Transactions	Commissary Items
12710	AdventureKEEN		475.14		
85003	Aitkin County DAC 19- 521- 000- 0000- 6231		450.00	Cleaning service 02/13/2017 03/27/2017	0
				1 Transactions	Services, Labor, Contracts
85003	Aitkin County DAC		450.00		
783	Canon Financial Services, Inc 19- 521- 000- 0000- 6231		106.01	Copier contracct 037 03/13/2017 03/13/2017	17095987 0
				1 Transactions	Services, Labor, Contracts
783	Canon Financial Services, Inc		106.01		
3105	McGregor Chamber Of Commerce 19- 521- 000- 0000- 6240		100.00	2017 Chamber membership 03/28/2017 03/28/2017	0
				1 Transactions	Dues/Assoc Fees
3105	McGregor Chamber Of Commerce		100.00		
3160	Mille Lacs Energy Coop- Albert Lea 19- 521- 000- 0000- 6254		93.29	Director's residence 01/31/2017 03/01/2017	27- 13- 004- 01 0
				Energy Center 01/31/2017 03/01/2017	27- 13- 005- 02 0
				Dining Hall 01/31/2017 03/01/2017	27- 13- 006- 01 0
				North Star Lodge 01/31/2017 03/01/2017	27- 13- 007- 03 0
				Parking Lot 01/31/2017 03/01/2017	27- 13- 008- 01 0
				Staff Residence 01/31/2017 03/01/2017	27- 13- 009- 01 0
				6 Transactions	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		2,636.19		
4425	Shirts Plus 19- 521- 000- 0000- 6400		628.20	Beanies, hoodies, tees 02/20/2017 02/20/2017	857 0
					Commissary Items

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
3/31/17 3:34PM  
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
4425 Shirts Plus		628.20	1 Transactions	
521 DEPT Total:		4,395.54	LLCC Administration	6 Vendors 11 Transactions
522 DEPT			LLCC Education	
85003 Aitkin County DAC 19- 522- 000- 0000- 6416		65.00	Stringing wood cookies 12/16/2016 02/10/2017	0 Education Supplies
85003 Aitkin County DAC		65.00	1 Transactions	
522 DEPT Total:		65.00	LLCC Education	1 Vendors 1 Transactions
523 DEPT			LLCC Food	
4968 Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418		41.19	Groceries 03/14/2017 03/14/2017	866394- 00 0 Groceries- Students
19- 523- 000- 0000- 6418		1,372.25	Groceries 03/14/2017 03/14/2017	873176- 00 0 Groceries- Students
4968 Upper Lakes Foods, Inc		1,413.44	2 Transactions	
523 DEPT Total:		1,413.44	LLCC Food	1 Vendors 2 Transactions
524 DEPT			LLCC Maintenance	
4010 Rasley Oil Company 19- 524- 000- 0000- 6511		10.00	ATV Fuel 03/15/2017 03/15/2017	20804 0 Gas And Oil
4010 Rasley Oil Company		10.00	1 Transactions	
524 DEPT Total:		10.00	LLCC Maintenance	1 Vendors 1 Transactions
19 Fund Total:		5,883.98	Long Lake Conservation Center	15 Transactions

DKB1  
3/31/17  
21 Parks

3:34PM

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		Parks		
10452	AT&T Mobility		Cell phone	287257204209	Telephone
	21- 520- 000- 0000- 6250	36.64	02/18/2017	03/17/2017	0
10452	AT&T Mobility	36.64		1 Transactions	
8175	Centurylink		Local phone	313645966	Telephone
	21- 520- 000- 0000- 6250	9.35		1 Transactions	
8175	Centurylink	9.35			
4641	Holiday Credit Office		February billing	1400000134961	Gas And Oil
	21- 520- 000- 0000- 6511	571.45		1 Transactions	
4641	Holiday Credit Office	571.45			
3950	Public Utilities		Land Department	0200000348003	Utilities
	21- 520- 000- 0000- 6254	173.46	02/16/2017	03/17/2017	0
	21- 520- 000- 0000- 6254	20.30	Mississippi Access	0200063077005	Utilities
	21- 520- 000- 0000- 6254	21.40	Park Shower Mississippi Access	0200063077050	Utilities
			02/16/2017	03/17/2017	0
3950	Public Utilities	215.16		3 Transactions	
520	DEPT Total:	832.60	Parks	4 Vendors	6 Transactions
21	Fund Total:	832.60	Parks		6 Transactions
	Final Total:	149,379.31	164 Vendors	273 Transactions	

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	122,130.41	General Fund
3	17,370.69	Road & Bridge
5	887.92	Health & Human Services
10	2,163.77	Trust
11	109.94	Forest Development
19	5,883.98	Long Lake Conservation Center
21	832.60	Parks
<b>All Funds</b>	<b>149,379.31</b>	<b>Total</b>

Approved by, .....

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# Aitkin County

## WARRANT REGISTER



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Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
1990	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		<b>Warrant #</b>	<b>1990</b>	<b>Total</b>			
			35.57	Med FSA Claims from 2017	01-044-904-0000-6360	38369057	0
			35.57	Date 3/1/17			
1992	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		<b>Warrant #</b>	<b>1992</b>	<b>Total</b>			
			383.36	Dep Care FSA Claims	01-044-904-0000-6360	38372573	0
			383.36	Date 3/8/17			
2001	5462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431					
			100.00	MAAO Membership- Burman	01-043-000-0000-6240		0
			112.95	2017 Electric Code Book	01-049-000-0000-6208		0
			9.95	Geneology Bank Subscription	01-120-000-0000-6405		0
			89.95	Blue Ray Burner #206	01-200-000-0000-6409		0
			25.87	Gas for Transport	01-252-000-0000-6330		0
			27.90	Dry Erase Board	01-257-000-0000-6405		0
			75.00	Registr.- Under one roof- Patric	01-280-003-0000-6241		0
			17.00	Gas- Em mgmt training	01-280-003-0000-6511		0
			48.12	(1) Cool Toner Cartridge	01-390-000-0000-6405		0
			35.00	MEHA Membership Renewal	01-391-000-0000-6240		0
			3.00	LPHG Parking	05-400-440-0410-6330		0
			3.04	USB Cable- Director's Phone	05-400-440-0410-6402		0
			269.60	SHIP- HSF Hotel for Training	05-400-450-0451-6332		0
						2/22/17	2/22/17
			6.45	USB Cable- Director's Phone	05-420-600-4800-6402		0
			9.49	USB Cable- Director's Phone	05-430-700-4800-6402		0
			15.18	Headset Cord= Replacement- PK	05-430-700-4800-6405		0
			6.65	USPS shipping label	19-521-000-0000-6205		0
			95.00	Red Cross- Jess Training	19-521-000-0000-6208		0
			21.36	Adobe Cloud Subscription	19-521-000-0000-6230		0
			43.57	Office Supplies	19-521-000-0000-6405		0
			80.73	Wood Cookie String	19-522-000-0000-6416		0
			13.85	Lights/ballast for critter roo	19-522-000-0000-6416		0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			20.00	Critter Food	19- 522- 000- 0000- 6416		0
			16.88	Badge Holders	19- 522- 000- 0000- 6416		0
			40.11	Education Supplies	19- 522- 000- 0000- 6416		0
			63.04	Gas/Piston Bully for Repair	21- 520- 000- 0000- 6511		0
			29.00	(2) HE- Shutterstock Licenses	05- 400- 450- 0451- 6406	(1) Cr.Coming	0
			47.97	AMC Meals- Westerlund	01- 001- 000- 0000- 6340	02/15- 2/17/17	0
			320.00	Bennett PLT Registration	01- 049- 000- 0000- 6208	7171327	0
			36.00	Parking/AMC	01- 001- 000- 0000- 6330	Marcotte	0
			349.14	Hotel/AMC	01- 001- 000- 0000- 6332	Marcotte	0
			27.98	Meals/AMC	01- 001- 000- 0000- 6340	Marcotte	0
			58.00	Parking/AMC	01- 001- 000- 0000- 6330	Niemi	0
			343.14	Hotel/AMC	01- 001- 000- 0000- 6332	Niemi	0
			48.78	Meals/AMC	01- 001- 000- 0000- 6340	Niemi	0
			36.00	Parking/AMC	01- 001- 000- 0000- 6330	Pratt	0
			343.14	Hotel/AMC	01- 001- 000- 0000- 6332	Pratt	0
			47.09	Meals/AMC	01- 001- 000- 0000- 6340	Pratt	0
			- 7.99	- Return Client Art Supplies	05- 430- 710- 3460- 6065	SA#56981890	0
			343.14	Hotel/AMC Legislative Conferen	01- 001- 000- 0000- 6332	Westerlund	0
	<b>Warrant #</b>	<b>2001</b>	<b>Total</b>	<b>3,271.08</b>	<b>Date 3/9/17</b>		
2002	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431					
				0.02	February Mort. Reg. Adjustment	01- 040- 000- 0000- 5081	0
				0.04	February Deed Tax. Adjustment	01- 042- 000- 0000- 5079	0
				14,762.02	February Deed Tax	09- 000- 000- 0000- 2025	0
				19,361.07	February Mortgage Registry	09- 000- 000- 0000- 2026	0
	<b>Warrant #</b>	<b>2002</b>	<b>Total</b>	<b>34,123.15</b>	<b>Date 3/9/17</b>		
2003	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
				19.98	LLCC CC Mach.Lease Fee	19- 522- 000- 0000- 6217	0
	<b>Warrant #</b>	<b>2003</b>	<b>Total</b>	<b>19.98</b>	<b>Date 3/10/17</b>		
2004	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
				154.28	LLCC CC Fee	19- 522- 000- 0000- 6217	0

# Aitkin County

## WARRANT REGISTER



### Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>	<u>2004</u>	<u>Total</u>	<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
2005	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	154.28	Date 3/13/17			
			109.77	Dep Care FSA Claims	01- 044- 904- 0000- 6360	38376643	0
			905.49	Med FSA Claims	01- 044- 904- 0000- 6360	3/13/17 38376643	3/13/17 0
			1,015.26	Date 3/15/17		3/13/17	3/13/17
2006	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	20.99	LLCC CC Fee- Beanstream	19- 522- 000- 0000- 6217		0
			20.99	Date 3/15/17			
2019	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	724.60	Feb.Participant Fees	01- 044- 904- 0000- 6231	1179022	0
			724.60	Date 3/22/17			
2020	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	282.40	Med FSA Claims	01- 044- 904- 0000- 6360	38381925	0
			282.40	Date 3/22/17			
2021	5462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431	16.97	Drill Bits	01- 049- 000- 0000- 6405		0
			6.51	99% Rubbing Alcohol	01- 049- 000- 0000- 6405		0
			5.33	SpecialBattery purchase at CVS	01- 049- 000- 0000- 6405		0
			75.10	Jail Supplies	01- 252- 000- 0000- 6405		0
			117.36	Groceries	01- 252- 000- 0000- 6418		0
			11.75	Gas/Jail Meeting	01- 252- 000- 0000- 6511		0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			2.94	Power supplies for Headsets	05-400-440-0410-6450		0
			6.24	Power supplies for Headsets	05-420-600-4800-6450		0
			340.00	CMH Conf.Registration	05-430-700-4800-6241		0
			119.10	Magic Books- Family Based	05-430-700-4800-6416		0
			9.18	Power supplies for Headsets	05-430-700-4800-6450		0
			320.71	Prescription- Client	05-430-700-4800-6810		0
			46.25	Lice Kits SA#57173368	05-430-710-3180-6057		0
			98.00	USPS- Stamps	19-521-000-0000-6205		0
			100.00	AdvancED Workshop	19-521-000-0000-6208		0
			129.00	In Design Training	19-521-000-0000-6230		0
			20.00	Critter Food	19-522-000-0000-6416		0
			24.79	Ed Supplies	19-522-000-0000-6416		0
			56.97	Ballasts	19-524-000-0000-6590		0
			28.97	Access Panel	19-524-000-0000-6590		0
			44.97	LED Light Fixture	19-524-000-0000-6590		0
			133.40	stamps for 2017 geocache	21-520-000-0000-6406		0
			150.00	#206 Missing Persons	01-200-003-0000-6241	BCA	0
			150.00	#206 Death Investigation	01-200-003-0000-6241	BCA	0
			119.50	Greeting card/Stickers	19-521-000-0000-6400	Emily Kreiger	0
			100.00	MAAO Membership Renewal	01-043-000-0000-6240	Hicks	0
			30.00	Innov.in Wood Design	10-923-000-0000-6208	Jacobs	0
			366.63	Hotel/AMC Conference	01-001-000-0000-6332	Marcotte	0
			24.42	Gas/Bemidji w/ Seibert	01-001-000-0000-6330	Pratt	0
			306.62	Hotel/AMC Conference	01-001-000-0000-6332	Pratt	0
			30.00	Innov.in Wood Design	10-923-000-0000-6208	Rich C	0
			61.99	ELAN card used in error	05-430-700-4800-6800	see Rcpt# 3349	0
			515.00	Hotel/ACT/GTS/MCMA Conf.	01-052-000-0000-6332	Seibert	0
			534.06	iCup 3 test cups	01-252-252-0000-6430	testcounter.co	0
			30.00	Innov.in Wood Design	10-921-000-0000-6208	Wagner	0
			344.63	Hotel/AMC Conference	01-001-000-0000-6332	Westerlund	0
	<b>Warrant #</b>	<b>2021</b>	<b>Total</b>	<b>4,476.39</b>	<b>Date 3/23/17</b>		
2022	89991	Bremer Bank					
		SALES AND USE TAX					
		AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2022</b>	<b>Total</b>	<b>55.00</b>	<b>Camping refund R#3013</b>	<b>21-520-000-0000-5510</b>	<b>Merkel</b>
				<b>55.00</b>	<b>Date 3/24/17</b>		<b>0</b>
2023	8410	Bremer Bank					

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			46.00	Refund App 2017- 001459	01-000-000-0000- 2317		0
			650.00	Refund App 2017- 001459	01-122-000-0000- 6820		0
			-50.00	- App#2017- 001495	01-122-000-0000- 5135	Janda	0
		<b>Warrant # 2023 Total</b>	<b>646.00</b>	<b>Date 3/28/17</b>			
2024	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			450.00	Dep Care FSA Claims	01-044-904-0000- 6360	38386693	0
			1,533.73	Med FSA Claims	01-044-904-0000- 6360	38386693	0
			313.94	Med FSA Claims	01-044-904-0000- 6360	38386693	0
		<b>Warrant # 2024 Total</b>	<b>2,297.67</b>	<b>Date 3/29/17</b>			
44845	393	Isd 1 Aitkin- Treasurer ATTN: BERNIE NOVAK- SUPT, 306 2ND STREET NW AITKIN, MN 56431- 0000					
			132,694.00	1st 1/2 2017 Taconite	12-932-000-0000- 2047		0
		<b>Warrant # 44845 Total</b>	<b>132,694.00</b>	<b>Date 3/2/17</b>			
44846	12445	Brandl Chevrolet, Buick GMC 702 2nd Street NE AITKIN, MN 56431					
			253.13	3 FOBS	01-045-000-0000- 6621		0
			18,528.15	2017 Equinox	01-045-000-0000- 6621	VIN 3H6283738	0
			20,742.23	2017 Equinox	01-045-000-0000- 6621	VIN 3H6288518	0
		<b>Warrant # 44846 Total</b>	<b>39,523.51</b>	<b>Date 3/2/17</b>			
44847	86198	Aitkin County Treasurer 209 2ND ST NW, ROOM 203 AITKIN, MN 56431					
			68.36	State Deed Tax	03-307-000-0000- 6362		0
		<b>Warrant # 44847 Total</b>	<b>68.36</b>	<b>Date 3/8/17</b>			
44848	8352	Central Specialties, Inc. 6325 CO. RD. 87 SW ALEXANDRIA, MN 56308					
			1,320.50	Partial Contract Payment	03-307-000-0000- 6262	20152	0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

Warr #	Vendor #	Vendor Name	Warrant #	Total	Description		Account Number		Invoice #	PO #
					Amount	OBO#	On- Behalf- of- Name	From Date	To Date	
			44848		1,320.50	Date 3/13/17				
44850	13722	Neo Funds by Neopost PO BOX 30193 Tampa, FL 33630-3193								
					15.62	Finance Charge	01-044-048-0000-6205			0
					39.00	Late Fee	01-044-048-0000-6205			0
					4,000.00	Postage	01-044-048-0000-6205			0
			44850	Total	4,054.62	Date 3/20/17		3/10/17		0
44851	8352	Central Specialties, Inc. 6325 CO. RD. 87 SW ALEXANDRIA, MN 56308								
			44851	Total	18,102.04	Partial Contract Payment	03-307-000-0000-6262	20152		0
					18,102.04	Date 3/22/17				
44852	6049	Farm Island Repair & Marine FIRM ACQUISITION, INC 28965 US HWY 169 AITKIN, MN 56431								
					4,799.00	2017 400 4x4 ATV	21-520-000-0000-6610	23H60000102		0
					4,799.00	2017 400 4x4 ATV	21-520-000-0000-6610	24H60000108		0
			44852	Total	9,598.00	Date 3/29/17				
70008	14331	Butts, Schneider, & Butts 155 S Lake St Forest Lake, MN 55025								
			70008	Total	-393.75	- duplicate payment	01-012-000-0000-6232			0
					393.75	Date 3/6/17				

DKB1  
04/05/2017

11:54AM

# Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		<b>Final Total...</b>	252,473.01	109	Transactions		

# Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	53,835.80	General Fund
3	19,490.90	Road & Bridge
5	1,234.18	Health & Human Services
9	34,123.09	State
10	90.00	Trust
12	132,694.00	Agency
19	1,155.60	Long Lake Conservation Center
21	9,849.44	Parks
	252,473.01	TOTAL



# Board of County Commissioners Agenda Request

2E  
Agenda Item #

**Requested Meeting Date:** April 11, 2017

**Title of Item:** Appointment to McGregor Airport Commission

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

William Bedor's four year term as a representative on the McGregor Airport Commission expired December 31, 2016. He would like to be reappointed for another four years. His application is attached.

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

**Recommended Action/Motion:**

Reappoint William Bedor to a four year term on the McGregor Airport Commission, ending December 31, 2020.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

# MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

McGregor, Minnesota Airport Commission

MAR 29 2017

AITKIN COUNTY COMMISSIONER DISTRICT 4

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I finished a four years as commissioner at the end of 2016 and wish to continue in that role.

I am currently serving as the commission chairman. I have a BS degree in Business Administration from the University of Minnesota Carlson School of Management and retired from Medtronic Inc. as Director of Information Technology. I am a pilot in good standing since 1967 and own a hangar and airplane at the McGregor Airport. I also act as webmaster for the airport website.

I apologize for the delay in providing this application. The email from Administration with a copy of this application, for whatever reason, never reached me.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

William L. Bedor  
Signature of Applicant

3-25-17  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No X

Is this application submitted at the suggestion of appointing authority? Yes X No \_\_\_\_\_

**Please return application to the Aitkin County Administrator's office, located at  
217 2<sup>nd</sup> Street NW – Room 130, Aitkin, MN 56431**

NAME OF APPLICANT: William L. Bedor

STREET ADDRESS OF APPLICANT:

8248 Kentucky Cir

Bloomington, MN 55438

PHONE NUMBERS:

DAYS 952-941-5147

EVENINGS same

**For Office Use Only**

Date Appointed: \_\_\_\_\_

Date of Term Expiration: \_\_\_\_\_

Term #: \_\_\_\_\_



# Board of County Commissioners Agenda Request

2F  
Agenda Item #

Requested Meeting Date: 4/11/2017

Title of Item: Transfer of 2016 tax-forfeited funds

<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> Land Commissioner		<b>Department:</b> Land Department
<b>Presenter (Name and Title):</b> Mark Jacobs		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  The annual transfer of tax forfeited receipts per MS 282...  \$30,000 to County Auditor 1-040-5590  \$20,000 General fund 1-110-5840  \$494.90 Gravel pit rehabilitation 11-936-5840		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve transfers which are reflected in the approved 2017 budget.		
<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 <span style="margin-left: 100px;">Please Explain:</span>		

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

ADOPTED April 11, 2017

By Commissioner: xx

**20170411-0xx**

**Transfer of 2016 Tax-Forfeited Funds**

**WHEREAS**, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$3.00 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2016 calendar year was \$30,000.00, and

**WHEREAS**, the county revenue cost for office space and maintenance for the Aitkin County Land Dept in the Courthouse for the 2016 calendar year is \$20,000.00, and

**WHEREAS**, a gravel pit rehabilitation account has been established, and \$.15 per yard of gravel taken out of county pits will be placed in this account, the 2016 amount to be placed in this account is \$494.90.

**NOW THEREFORE, BE IT RESOLVED**, that the amount of \$30,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County Auditor account (01-040-5590) to cover the costs of this clerical hire, AND that the amount of \$20,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County General Revenue Account (01-110-5840) for office rent and maintenance, AND that the amount of \$494.00 shall be transferred from the Forfeited Tax Sales Account (10-923-6901) to the Gravel Pit Account (11-936-5840).

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

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

I, 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 April 2017, 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 April 2017

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



# Board of County Commissioners Agenda Request

26

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Agenda Item #

**Requested Meeting Date:** 4/11/2017

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

<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> Land Commissioner		<b>Department:</b> Land Department
<b>Presenter (Name and Title):</b> Mark Jacobs		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> On 8/9/2016 the Aitkin County Board approved, by resolution, an easement for Eleanore Heuer in 13/14-48-25 (# 201 60809-056).  Since that time the Heuer's requested a minor change in the legal description.  To avoid confusion in the future, I feel it makes sense to approve the new easement legal description replacing the previous resolution.  The attached resolution will replace County Board resolution #201 60809-056 dated 8/9/2016.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve the updated (attached) resolution contingent on payment of the appropriate fees per the fee schedule in the resolution.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED April 11, 2017

By Commissioner: xx

20170411-0xx

**Easement - Heuer 13/14-48-25**

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

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

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

**ALSO**

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

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

over and across the following tax forfeited land to wit:

A 33' easement for ingress and egress over and across that part of the NE 1/4 of the SE 1/4, NW 1/4 of the SE 1/4, NE 1/4 of the SW 1/4, NW 1/4 of the SW 1/4, SW 1/4 of the NW 1/4 of Section 13 and the SE 1/4 of the NE 1/4, NE 1/4 of the SE 1/4 of Section 14 all in Township 48, Range 25, Aitkin County, Minnesota, lying 16.5 feet on each side of the following described line; Beginning at a point on the East line of said Section 13 distant 222.57 feet Southerly of the East 1/4 corner of said Section 13 (for the purpose of this description the East-West 1/4 line is to have an assumed bearing of North 87 degrees 45 minutes 45 seconds East); thence North 74 degrees 22 minutes 42 seconds West, 46.17 feet; thence South 89 degrees 34 minutes 14 seconds West, 281.26 feet; thence North 85 degrees 05 minutes 46 seconds West, 127.84 feet; thence South 88 degrees 45 minutes 34 seconds West, 114.35 feet; thence South 83 degrees 15 minutes 50 seconds West, 91.56 feet; thence South 89 degrees 51 minutes 20 seconds West, 210.58 feet; thence South 83 degrees 36 minutes 38 seconds West, 265.16 feet; thence South 73 degrees 54 minutes 20 seconds West, 120.37 feet; thence South 81 degrees 34 minutes 42 seconds West, 221.58 feet; thence South 88 degrees 00 minutes 13 seconds West, 81.37 feet; thence South 81 degrees 01 minute 55 seconds West, 124.19 feet; thence North 78 degrees 05 minutes 36 seconds West, 239.75 feet; thence South 89 degrees 38 minutes 14 seconds West, 67.42 feet; thence South 63 degrees 24 minutes 29 seconds West, 66.74 feet; thence South 41 degrees 27 minutes 59 seconds West, 86.15 feet; thence South 72 degrees 56 minutes 43 seconds West, 47.82 feet; thence North 87 degrees 59 minutes 41 seconds West, 289.03 feet; thence North 77 degrees 33 minutes 44 seconds West, 183.51 feet; thence North 83 degrees 48 minutes 17 seconds West, 185.62 feet; thence North 79 degrees 55 minutes 39 seconds West, 88.13 feet; thence North 84 degrees 36 minutes 36 seconds West, 97.25 feet;

thence South 87 degrees 12 minutes 30 seconds West, 107.30 feet; thence South 48 degrees 05 minutes 24 seconds West, 79.68 feet; thence South 61 degrees 52 minutes 18 seconds West, 91.99 feet; thence South 83 degrees 53 minutes 18 seconds West, 175.23 feet; thence North 83 degrees 35 minutes 25 seconds West, 84.33 feet; thence South 86 degrees 30 minutes 23 seconds West, 64.84 feet; thence South 75 degrees 58 minutes 42 seconds West, 148.28 feet; thence South 67 degrees 57 minutes 22 seconds West, 128.68 feet; thence South 82 degrees 01 minute 06 seconds West, 176.36 feet; thence North 88 degrees 31 minutes 51 seconds West, 66.21 feet; thence South 73 degrees 10 minutes 16 seconds West, 67.37 feet; thence South 79 degrees 18 minutes 23 seconds West, 130.00 feet; thence South 86 degrees 54 minutes 17 seconds West, 224.29 feet; thence North 80 degrees 12 minutes 44 seconds West, 172.19 feet; thence North 50 degrees 28 minutes 19 seconds West, 119.08 feet; thence North 58 degrees 32 minutes 32 seconds West, 222.66 feet; thence North 39 degrees 42 minutes 25 seconds West, 45.99 feet; thence North 52 degrees 58 minutes 40 seconds West, 67.14 feet; thence North 75 degrees 23 minutes 39 seconds West, 269.44 feet; thence North 84 degrees 21 minutes 43 seconds West, 147.69 feet; thence South 86 degrees 17 minutes 48 seconds West, 82.72 feet; thence North 68 degrees 04 minutes 54 seconds West, 34.55 feet; thence North 13 degrees 58 minutes 38 seconds West, 32.50 feet; thence North 3 degrees 45 minutes 54 seconds West, 145.06 feet; thence North 8 degrees 08 minutes 35 seconds West, 153.57 feet to the centerline of 438th Lane and there terminating.

Also including the following description of driveway into property: A 33' easement Beginning at a point on the East line of said Section 13, distant 72.00 feet northerly of the East 1/4 corner of said Section 13 (for the purpose of this description the East-West 1/4 line for said Section 13 is to have an assumed bearing of North 87 degrees 45 minutes 45 seconds East); thence along the centerline of said driveway on the approximate courses; South 39 degrees 07 minutes 52 seconds West, 27.44 feet; thence South 21 degrees 13 minutes 39 seconds West, 126.84 feet; thence South 23 degrees 14 minutes 16 seconds East, 89.50 feet; thence South 10 degrees 40 minutes 50 seconds West, 36.55 feet; thence South 53 degrees 24 minutes 06 seconds West, 44.99 feet to the intersection of said driveway with said roadway.

WHEREAS, said applicant will pay \$5,027.77 for the easement plus \$46.00 for recording such as appraised by the County Land Commissioner in the following manner: \$1,000.00 upon board approval of the easement plus the \$46.00 recording fee and the balance of \$4,027.77 over five years with four annual payments of \$805.55 due each December 31<sup>st</sup> and the final payment of \$805.57, and

**WHEREAS**, the following terms shall apply to this easement:

1. The road shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin unless the damage is caused by County activity and shall be open for public use, as long as said easement is in force.
2. No timber has been charged for on this easement. Hazard trees that impede ingress and egress on the easement may be removed by the grantee. Trees removed for extensive clearing of the right-of-way must be paid for at the appraised value; as determined by the Land Commissioner.
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for a substantial breach of its terms after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease

shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.

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

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

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

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

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

**All Members Voting Yes**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 11<sup>th</sup> day of April 2017, 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 April 2017

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



# Board of County Commissioners Agenda Request

24  
Agenda Item #

**Requested Meeting Date:** April 11, 2017

**Title of Item:** Annual Brat Sale

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

<b>Submitted by:</b> Sue Bingham	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

The VFW requests Board approval to use the Aitkin County Courthouse lawn for the annual brat sale on Friday, May 26, 2017. The brat sale will be held from 11:00 a.m. to 1:00 p.m. with additional time for set-up and tear-down before and after.

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

**Recommended Action/Motion:**  
Authorize the VFW to hold brat sale on the Courthouse lawn on Friday, May 26, 2017 from 11:00 a.m. to 1:00 p.m.

**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

21  
Agenda Item #

Requested Meeting Date: April

Title of Item: Fire Protection Contract with City of Palisade

<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* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> County Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Approve and authorize signatures to the 2018 Fire Protection Contract for the unorganized townships served by the Palisade Fire Department.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve and authorize signatures to the contract with City of Palisade for 2018		
<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? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

April 5, 2017

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2018 Fire Protection contract with the City of Palisade

The City of Palisade has submitted a renewal contract to provide fire protection to the 5 neighboring unorganized townships. The allocation of fire protection costs are as follows: 50-26 \$1,437; 51-25 \$261; 49-27 \$ 4,643; 50-27 \$307; and 50-25 \$1,436.

Request to authorize signatures to the 2018 Fire Protection contract with the City Palisade for the unorganized townships.

## Agreement for Fire Protection

This Agreement, Made and entered into this 6<sup>th</sup> day of March, 2017 by and between the City of Palisade, a Municipal corporation of Aitkin County, MN and the City of Palisade of Aitkin County, MN.

**WHEREAS**, the second party, deeming it advisable to have available for the benefit of the residents said Township, service of the first parties Fire Department, and the Electors of said Town having pursuant to law, provided a fund for the furnishing of said service and

**WHEREAS**, the first party has by appropriate action authorized its Mayor and Council Members to enter into a contract with the second party for the furnishing of said service.

**NOW, THEREFORE**, it is mutually agreed between the parties hereto, that for a period of **ONE YEAR** from and after the date hereof, the Fire Department of the first party will answer any and all fire calls of the residents in the following sections of **Unorganized Townships** and will respond to such calls with suitable firefighting apparatus manned by at least three members of the Palisade Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said service, second party agrees to pay as follows;

- **50-26 \$1437; 51-25 \$261; 49-27 \$4643; 50-27 \$307; 50-25 \$1436 = \$8084 due and payable by July 1, 2018**

It is understood and agreed however, that at times weather and road conditions through the various seasons of the year can and no doubt will interfere in the rendering of such service, in which event, failure to furnish the service herein agreed upon, shall not be taken to be a breach of this agreement.

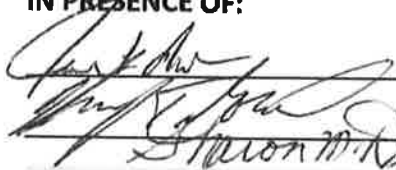

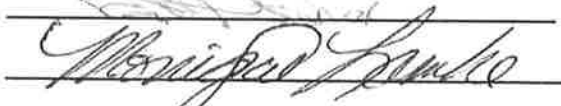
It is further agreed that this contract shall continue to be effect for a period of not more than ten years with the privilege of cancelling by either party with a written notice within 30 days. Late fees of 1.5% of total agreement will be assessed monthly after due date of July 1<sup>st</sup>.

**CONTRACT DATE JANUARY 1, 2018 TO DECEMBER 31, 2018**

**IN WITNESS, WHEREOF**, the respective parties have caused this instrument to be executed by respective officers thereof and the respective seals of the parties to be affixed thereto.

**CITY OF PALISADE, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN**

**IN PRESENCE OF:**

 _____	  _____
--	---

**UNORGANIZED TOWNSHIP, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN**

_____	_____
_____	_____



# Board of County Commissioners Agenda Request

25  
Agenda Item #

**Requested Meeting Date:** April 11, 2017

**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>*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> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Please 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 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 14, 2017)		
<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

3A  
Agenda Item #

**Requested Meeting Date:** April 11, 2017

**Title of Item:** Legislative Update

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

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

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Senator Carrie Ruud and Representative Dale Lueck	<b>Estimated Time Needed:</b> 1 hour
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**Summary of Issue:**

Senator Carrie Ruud and Representative Dale Lueck have been invited to attend Tuesday's Board meeting to give an update and discuss legislation with the Board.

**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

4A  
Agenda Item #

**Requested Meeting Date:** 04/11/2017

**Title of Item:** Inmate Medical Services

<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) <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> Sheriff Scott Turner	<b>Department:</b> Sheriff's Office
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<b>Presenter (Name and Title):</b> Sheriff Scott Turner	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

Please see the attached concerning increases in our inmate medical services costs.

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

**Recommended Action/Motion:**

Authorize amendment to Medical Service Agreement with Mend Correctional Care, increasing nursing hours from 16 hours per week to 24 hours per week.

**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:*

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, Room 185  
Aitkin, MN 56431

218-927-7435 Emergency 911  
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887  
TOLL FREE 1-888-900-2138

**MEMO**

TO: Aitkin County Board

DATE: April 5, 2017

FROM: Sheriff Scott Turner

RE: Inmate Medical Services

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Attached is a proposed contract addendum and memo from Jail Administrator Karla White in reference to our contract with our inmate medical services provider, MEND. Due to increased inmate numbers, it is necessary to increase our weekly nursing services from 16 to 24 hours. This increase in time is due to an increase in inmate numbers (both borders and Aitkin County inmates) and the increased needs of those being incarcerated.

The increase of .2 FTE in this service will cost an additional \$17,800. This cost, while not budgeted, can be offset by the revenue from the boarding of inmates from other counties.

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, Suite 185  
Aitkin, MN 56431

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TOLL FREE 1-888-900-2138

**MEMO**

TO: Sheriff Scott Turner                      DATE: April 4, 2017  
FROM: Karla White                              RE: Mend Correctional Care

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I am writing in regard to the Medical Service Agreement we have with Mend Correctional Care. This original agreement was signed in August of 2015. It included 16 hours of nursing in the jail facility each week, an onsite visit by the provider every other week and other services.

Since the start of the contract we have experienced an increase in arrests of Aitkin County inmates and the frequency of boarders coming in and out from other facilities. Each of these inmates must be seen by nursing staff for an initial assessment and any needed medications must be obtained. According to nursing staff the number of diabetics and critical care inmates has also been increasing. Another issue that has been steadily increasing and impacting nursing service is the number of inmates needing mental health assistance within the jail. Inmates that need mental health care can meet with a mental health provider via "Tele Med". This allows them to meet on a video conference over the computer. The nurse must be present during these calls to inform the provider of what steps have already been taken and for security reasons with the equipment.

Nursing staff is required to meet with each new inmate to perform a health assessment. Also, each inmate must have a mantoux test within 14 days of incarceration. All of these factors have played together to make it increasingly difficult for nursing staff to complete the required work load, assessments and tests within the specified time frames.

In recent months, additional Mend staff has assisted the Aitkin nursing staff to catch up on their required duties. Since extra help has been needed due to the issues stated above, I am requesting we accept Mend's amendment to the Medical Service Agreement. This will increase nursing hours to a much needed 24 hours per week.



# Board of County Commissioners Agenda Request

4B  
Agenda Item #

**Requested Meeting Date:** 04/11/2017

**Title of Item:** Law Enforcement Monument

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input 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> Sheriff Scott Turner	<b>Department:</b> Sheriff's Office
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<b>Presenter (Name and Title):</b> Sheriff Scott Turner	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

Please see the attached concerning an Aitkin County law enforcement memorial monument.

Associated costs to be paid by Aitkin County Law Enforcement Benevolent Association.

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

**Recommended Action/Motion:**

Approve temporary placement of Law Enforcement Memorial on the northeast side of the courthouse building.

**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:

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, Room 185  
Aitkin, MN 56431

218-927-7435 Emergency 911  
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887  
TOLL FREE 1-888-900-2138

**MEMO**

TO: Aitkin County Board                      DATE: April 5, 2017  
FROM: Sheriff Scott Turner                      RE: Law Enforcement Memorial

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The Aitkin County Law Enforcement Benevolent Association has requested to place a law enforcement memorial monument on the grounds of the courthouse. While the intended final spot would be in close proximity to the entrance to the sheriff's office, the proposed construction on the new building makes this location not possible at this time.

The request at this time is for a temporary placement that would be on the northeast side of the courthouse building. It would require a 3 foot by 4 foot concrete pad that would be poured to accommodate this monument. There would be no cost to Aitkin County.

This request was tenured to the facilities committee with a consensus that it would be acceptable. Attached is a drawing of that monument.

It is anticipated that sometime in May there would be a dedication that would include honor guard members from LEMA.

If you have any questions, please do not hesitate to call.

Thank you.



**BLESSED ARE THE PEACE MAKERS,  
FOR THEY WILL BE CALLED  
CHILDREN OF GOD.**

**MATTHEW 5:9**



**JAMES G. HARNEY  
U.S. DEPT OF JUSTICE  
EOW 9/23/1932**



**RUSSELL J. NELSON  
CONSERVATION OFFICER  
EOW 9/28/1975**



**BENJAMIN CHRISTENSEN  
AITKIN POLICE DEPT.  
EOW 8/10/1979**



**THOMAS J. WYATT  
MINNESOTA BCA  
EOW 3/4/2004**



**STEVEN M. SANDBERG  
AITKIN CO. SHERIFF  
EOW 10/18/2015**



# Board of County Commissioners Agenda Request

5A

Agenda Item #

**Requested Meeting Date:** 4/11/2017

**Title of Item:** Survey corner GPS project

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input 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*
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<b>Submitted by:</b> Land Commissioner	<b>Department:</b> Land Department
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<b>Presenter (Name and Title):</b> Mark Jacobs	<b>Estimated Time Needed:</b> 15-minutes
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**Summary of Issue:**

Land Department GIS and Land Survey crew have been working on a project to locate survey corners in Aitkin County with survey grade GPS and make the information available to the public on the County website.

Land Department staff Dan Haasken and Tracy Fairchild will provide an update on this project.

**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

5B

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Agenda Item #

**Requested Meeting Date:** 4/11/2017

**Title of Item:** Set public hearing date - County Park Ordinance update

<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> Land Commissioner		<b>Department:</b> Land Department
<b>Presenter (Name and Title):</b> Mark Jacobs		<b>Estimated Time Needed:</b> 5-minutes
<b>Summary of Issue:</b>  MN Statute 398.34 requires a public hearing with at least 3-weeks notice in the official newspaper of the County; to enact or update a County Park Ordinance.  As we are in the process of updating the Aitkin County Park Ordinance I am requesting that a public hearing be set for May 9th, 2017 - 11:00 AM at the Aitkin County Courthouse in Aitkin.  The DRAFT County Park Ordinance is included in the packet.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> A motion to set the public hearing on the Aitkin County Park Ordinance for May 9th, 2017 at 11:00 AM - Aitkin County Courthouse, Aitkin, MN.		
<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>		

# **4/4/2017 DRAFT**

## **County Parks and Recreation Ordinance**

WHEREAS, The County Board is, by law, designated with the authority to establish a County Park Ordinance under Minnesota Statutes 398.34-36 and 375.51;

BE IT RESOLVED, The following ordinance be enacted to govern the operation of the County Parks System, the Long Lake Conservation Center, and the recreational use of lands managed by Aitkin County; and establish the duties of the County Land Department and authority of the Natural Resources Advisory Committee.

### **Section I Duties of the County Land Department**

Subd. 1 The County Land Department shall prepare yearly budgets of expenditures. They shall prepare annual work plans of park development to present to the Natural Resources Advisory Committee for review, change, or alteration at the annual Natural Resources Advisory Committee meeting.

Subd. 2 The Land Department and its staff shall supervise work projects manage personnel and purchase equipment, supplies and other items needed to build picnic areas, camping areas, boat accesses, recreational trails and related facilities. The Land Department shall also post signs, enforce regulations, maintain and clean camp areas in accordance with Natural Resources Advisory Committee directives.

Subd. 3 The Land Department shall also prepare past expenditure records for review by the Natural Resources Advisory Committee and County Board of Commissioners.

Subd. 4 The Land Department shall classify park land into two main categories; LIMITED USE and OPEN USE areas. Classification can be changed by Natural Resources Advisory Committee action.

### **Section II Expenditures**

Subd. 1 No expenditures shall be made from the County Parks Fund unless included in the annual budget as recommended by the Natural Resources Advisory Committee and approved by the County Board. The County Board may approve expenditures over the allotted budget requests, as per County policy. Warrants submitted for payment shall be signed by the County Land Commissioner.

**Section III**  
**Protection of Parks and Recreation Areas**

Subd 1. Purpose. The purpose of this ordinance, which is enacted pursuant to Minnesota Statutes, is to secure the orderly, suitable use and enjoyment of developed and undeveloped recreation areas such as, recreational trail systems, forestlands, campgrounds, historical sites, and public water accesses that are managed or established by Aitkin County. The purpose is also to further the safety, health, comfort, and welfare of all persons using these facilities.

Subd. 2 Definitions.

1. "Natural Resources Advisory Committee" (NRAC) means the Aitkin County Natural Resources Advisory Committee appointed by the Aitkin County Board of Commissioners to advise and make recommendation to the County Board on matters related to natural resources (i.e. forestry, recreation/parks, etc.).
2. "Drug" means any substance defined as a controlled substance by Minnesota Statutes Chapter 152, or other statutes, Federal Law or regulation.
3. "Intoxicating Beverage" means any beverage which is intoxicating pursuant to Minnesota Law and includes ethyl alcohol, distilled, fermented, spirituous, vinous, and malt beverages.
4. "Park" means any land or water area, and all facilities thereon, established as a Park by Aitkin County pursuant to Minnesota Statutes.
5. "County Managed Land" is land owned or managed by Aitkin County, such as County Tax-Forfeited land.
6. "Park User" means any person, firm, partnership, association, corporation, governmental unit, company, or organization of any kind visiting a park.
7. "Recreational Trail" means a trail or strip of land designated and administered by Aitkin County for a specific recreational purpose, such as hiking, ATV, snowmobile, cross country skiing, etc.
8. "County forest road" is an Aitkin County Land Department inventoried forest access road. Forest roads are not considered part of the public road infrastructure.
9. "Off-Highway Vehicle" (OHV) means all-terrain vehicles (ATV), off-highway motorcycles (OHM), or off-road vehicles (ORV) as defined by MN Statute
10. "Vehicle" means any motorized, self-propelled, animal drawn or human powered conveyance.
11. "Weapons" means any device from which shot or a projectile of any type can be discharged by means of an explosive, gas, or compressed air or otherwise propelled, including but not limited to firearms, bows, slings, and spring guns.
12. "LIMITED USE AREAS": include camping areas, parking areas, tent camping areas, boat accesses, limited access nature trails, swimming areas, recreation trails, ball fields, environmental education areas, wayside rests, scenic areas, etc
13. "OPEN USE AREAS": shall be all other park land not designated as limited use areas.
14. "Long Lake Conservation Center Management Team" means a group that oversees the day-to-day operation of LLCC; consisting of the LLCC Business Manager, LLCC Education Director, and Land Commissioner.

Subd. 3 General Conduct.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Use threatening, abusive, insulting, obscene or indecent language or to act in an indecent manner, disturb, harass, or interfere with any park visitor or park visitor's property or to do any act which constitutes a breach of public peace in a park.
2. Deposit, scatter, drop or abandon in a park, any bottles, cans, broken glass, sewage, waste or other material, except in receptacles provided for such purposes. Only park use refuse shall be deposited in such receptacles.
3. Start a fire in a limited use area except a small fire in a designated area, or fail to fully extinguish such a fire.
4. Drop, throw, or otherwise leave unattended in a park, lighted matches, burning cigars, cigarettes, tobacco, paper or other combustible material.
5. Sell, solicit, or carry on any business or commercial enterprise in a park unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.
6. Use loudspeakers or other amplifying systems in a park, unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.
7. Willfully destroy, deface, or steal park property.

Subd. 4 Protection of Natural Resources Within Developed Parks and Recreation Areas.  
(limited use areas)

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Injure, destroy, or remove any tree, shrub, flower, plant, rock, soil or mineral in a limited use area.
2. Kill, trap, hunt, disturb, or cause to be disturbed any species of wildlife within a designated camping or swimming area.
3. Discharge any weapon in a designated camping or posted area.
4. Permit any dog, cat, or other pet in a picnic area, park building, campground unless on a leash.
5. Permit a dog, cat, or other pet to disturb, harass or interfere with any park visitor or park visitor's property.
6. Possess any loaded uncased weapon (as defined in Subd. 2) within a campground.

Subd. 5 Camping in limited use areas.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Camp in a limited use area except in areas provided and designated for that purpose.
2. Camp in a limited use area without paying the appropriate fees.

3. Cause, create or make a noise which disturbs the peace, quiet and tranquility of the camping area.

Subd. 6 Swimming.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Wade, swim, or use any beach in a limited use area without proper bathing attire.
2. Take cans, bottles, or glass of any kind except eye glasses into a designated beach area.
3. Wade, swim, or use developed beaches during restricted hours.

Subd. 7 Meetings, Speeches, Demonstrations, and Parades in Parks.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Conduct public meetings, assemblies, parades, or demonstrations within a park unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.

Subd. 8 Vehicles.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Operate any vehicle within a park except upon roadways, recreation trails, parking areas, or other designated locations.
2. Operate a vehicle in a park at a speed in excess of posted speed limit or legal speed limit if not posted.
3. Park or leave a vehicle within a limited use area except in a designated parking area.
4. Operate a vehicle in a reckless or careless manner in a park.
5. Operate a vehicle in a park while intoxicated or while consuming intoxicating beverages or to have in possession any bottle or receptacle containing intoxicating beverages that has been opened, or the seal broken, or the contents of which have been partially removed.

Subd. 9 Park Operation.

1. Only registered campers in designated campsites are allowed within a developed County campground between the hours of 10:00 P.M. and 7:00 A.M.
2. It is unlawful for any person to use any park facility for which a fee is charged without payment of such fee.
3. Aitkin County, the Aitkin County Board of Commissioners, the Aitkin County Natural Resources Advisory Committee, the Aitkin County Land Department, and Aitkin County employees shall not be liable for any loss, damage, or injury sustained by a park visitor.
4. Any park or portion thereof may be declared closed to the public by the Aitkin County

Land Commissioner or designated employee at any time for any interval of time, or to certain uses as reasonably necessary.

Subd. 10 Forest Roads and Recreation Trails

1. County forest roads are open to highway licensed vehicle use unless gated or posted closed.
2. Off-highway vehicle (OHV) operation is prohibited on County forest roads or recreation trails unless designated open for a specific OHV use.
3. Off-highway vehicle travel on County forest roads or recreation trails not designated open to OHV use is prohibited except for ATV's used for trapping during open season and big game hunting during October – December.
4. Operating a motorized vehicle on a designated non-motorized trail is prohibited
5. Off-trail, cross-country travel with a motorized vehicle is prohibited on County managed land, except to retrieve downed big game animals with ATV's during legal hunting season.
6. No person shall construct an unauthorized permanent trail on County managed lands.
7. Motorized vehicles on County forest roads or recreation trails must travel at a reasonable and prudent speed; obey regulation signs; observe closures; and may not operate in a manner that causes damage to the road, land, or other natural resources.
8. Consuming intoxicating beverages or to have in possession any bottle or receptacle containing intoxicating beverages that has been opened, or the seal broken, or the contents of which have been partially removed, while operating a motorized vehicle on a County forest road or recreation trail is prohibited.
9. Depositing litter on or adjacent to a County forest road or recreation trail is prohibited
10. Operating a motorized vehicle in a reckless manner on a County forest road or recreation trail is prohibited
11. Placing unauthorized signage on a County forest road or recreation trail is prohibited
12. Motorized recreation vehicles may not operate within the boundaries of an area that is posted and designated as closed to such use.
13. Unauthorized off-trail travel with a motorized vehicle from a recreation trail is prohibited.

**Section IV**

**Axtell Technical Riding Area (ATRA) S. 23-T. 48 R. 24W**

It shall be unlawful to:

1. To operate any motor vehicle:
  - a) Between October 31 and May 15
  - b) Between the hours of 8:00 p.m. and 8:00 a.m.
2. To operate any motor vehicle other than Class I and Class II All-terrain vehicles (ATVs) or Off-highway motorcycles without permission of the Aitkin County Natural Resources Advisory Committee
3. To enter or exit the park through any location other than the designated entrance adjacent to the Soo Line trail
4. Possess or Consume alcoholic beverages without written permission of the Natural Resources Advisory Committee or County Land Commissioner.

5. Operate any permitted vehicle with a sound levels greater than 96 db as measured sung SAE International (SAE) J1287 Measurement of Exhaust Sound Levels of Stationary Motorcycles.
6. Operate any vehicle with tire tread greater than 3/4" tread height
7. Operate any permitted vehicle contrary to any applicable state law
8. Discharge a firearm in ATRA between May 15 and October 31.
9. Camp overnight in ATRA

**Section V  
Long Lake Conservation Center**

Subd. 1 Long Lake Conservation Center is an environmental education center owned and operated by Aitkin County. The Long Lake Conservation Center Management Team shall be directly supervised by the Land Commissioner.

Subd. 2 The Management Team shall also post signs, enforce regulations, maintain facilities and operate Long Lake Conservation Center in accordance with State and Federal laws, County Policy and procedure, Natural Resources Advisory Committee directives and job description.

Subd. 3 1967 Laws of Minnesota Chapter 14 states in part: Notwithstanding the provisions of Minnesota Statutes, Section 398.33, all moneys, fees, and donations specified for or received from the operation of the Aitkin County Long Lake Conservation Center shall be deposited in a separate account, other than the park fund, to be under the jurisdiction of the Aitkin County Auditor. This act in no way restricts the transferring of annual profits from the operation of the conservation center to the park fund for other park activities.

Subd. 4 All expenditures shall be made from the Long Lake Conservation Center accounts. Warrants submitted for payment shall be itemized on a verified claim form and shall be approved and signed by the Long Lake Conservation Center Management Team and the Land Commissioner. The Aitkin County Board of Commissioners will authorize payments of bills for Long Lake Conservation Center. Any non-budgeted expenditures will be approved by the LLCC Management Team and the Land Commissioner following Aitkin County Policy. All payment of bills will be authorized by the Aitkin County Board of Commissioners.

**General Conduct**

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Operate any motorized or non-motorized recreation vehicle including, but not limited to ATV's, snowmobiles, and dirt bikes within Long Lake Conservation Center (LLCC) unless authorized in writing by the Natural Resources Advisory Committee or the LLCC management team. Non-motorized recreation vehicles can be used, but only on a trail or road designated for that purpose.
2. Have in possession or bring into Long Lake Conservation Center (LLCC), any intoxicating beverage when student or juvenile campers are present at Long Lake Conservation Center (LLCC). Consumption of alcohol on the grounds of LLCC will be permitted only with the written permission of the LLCC Management Team.
3. For any person to discharge or have in possession a weapon on Long Lake Conservation Center without written permission of the Natural Resources Advisory Committee.

**Protection of Natural Resources Within Long Lake Conservation Center  
(limited use areas)**

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Injure, destroy, remove any flora or fauna or remove any soils or minerals from LLCC.

2. Hunt, trap, take, disturb, or cause to be disturbed any species of wildlife within the boundaries of Long Lake Conservation Center unless authorized by the Natural Resources Advisory Committee or LLCC management team.
3. Permit any dog, cat, or other pet in LLCC buildings, unless authorized by the Natural Resources Advisory Committee or LLCC management team. All pets allowed on campus will be on a leash at all times and shall not interfere with any other visitors at LLCC.

Please refer to the rest of the regulations in the Park Ordinance to address any other areas not specifically outlined in this section concerning Long Lake Conservation Center.

**Section VI  
Enforcement and Penalties**

1. A person guilty of violating any provision of this ordinance shall be guilty of a misdemeanor which is punishable by a fine and/or imprisonment according to Minn. Statutes.
2. Park Ambassadors, peace officers and designated County employees may, in connection with their duties imposed by law, diligently enforce the provisions of this ordinance and eject from parks, persons acting in violation of this ordinance.
3. The Natural Resources Advisory Committee or designated County employees have the authority to revoke for good cause any user permit issued by the Natural Resources Advisory Committee.
4. No person shall impersonate any employee or designated volunteer of the County, nor interfere with, harass or hinder any employee in the discharge of his/her duties.
5. Nothing in this ordinance shall prevent employees or agents of the County from performing their assigned duties.
6. If any provisions of this ordinance are held invalid, such invalidity shall not affect the validity of any other provisions of this ordinance.

Dated at Aitkin, Minnesota, this ( )day of (month), (year).

\_\_\_\_\_  
Chair, Aitkin County Board of Commissioners

(ATTEST)

\_\_\_\_\_  
County Administrator,  
Aitkin County, Minnesota  
Witnessed by Hand and Seal

\_\_\_\_\_  
Date



# Aitkin County Board of Commissioners Agenda Request Form

7

Agenda Item #

**Requested Meeting Date:** April 11, 2017  
**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 Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Mark Wedel Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 <sup>st</sup> Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Pratt
Aitkin County CARE Board			Westerlund
Aitkin County Community Corrections Advisory			Wedel and Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund
Arrowhead Regional Development Council	Monthly	3 <sup>rd</sup> Thursday	Niemi
ATV Committee	As needed		Pratt and Marcotte
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Thursday	Pratt, Alt. Marcotte
Development Achievement Center	Monthly	3 <sup>rd</sup> Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi
Economic Development	Monthly	1 <sup>st</sup> Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Pratt
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Pratt and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 <sup>st</sup> Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 <sup>rd</sup> Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 <sup>rd</sup> Friday	Marcotte
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Niemi
Sobriety Court	Monthly	3 <sup>rd</sup> Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund