

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS September 12, 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 August 22, 2017 – September 11, 2017**
  - B) **Approve August 22, 2017 County Board Minutes**
  - C) **Approve Commissioner Warrants**
  - D) **Approve Auditor Warrants – Highway Department Contract Payment**
  - E) **Approve Auditor Warrants – ISD #1 Taconite Payment & Highway Department Contract Payment**
  - F) **Approve August Manual Warrants**
  - G) **Adopt Resolution: Application to Repurchase Tax-Forfeited Land – Rick & Kelly Olson**
  - H) **Set Unorganized Township Levies for 2018**
    - 1. **Adopt Resolution: 2018 Unorganized Road & Bridge**
    - 2. **Adopt Resolution: 2018 Unorganized Fire Protection**
    - 3. **Adopt Resolution: 2018 Unorganized Cemetery**
  - I) **Adopt Resolution: EAW Record of Decision – Aitkin County Government Center Expansion Project**
  - J) **Adopt Resolution: County VSO Operational Enhancement Grant Program**
  - K) **Adopt Resolution: Large Assembly License – Northern Minnesota Draft Horse Association**
  - L) **Adopt Resolution: Extension of the Aitkin County Comprehensive Local Water Management Plan**
  - M) **Approve (4) Affidavits for Duplicate of Lost Warrant**
  - N) **Accept Donation to Sobriety Court**
- 9:05 3) Jessica Seibert, County Administrator
- A) **East Central Regional Library Presentation – Sarah Hawkins**
- 9:25 4) Terry Neff, Environmental Services Director
- A) **Adopt Resolution: Land Transfers / Splits**
  - B) **Approve Proposed Aitkin County Buffer Ordinance**

- 9:45 5) Mark Jacobs, Land Commissioner**  
A) Adopt Resolution: Appoint Randy Quale as County Surveyor  
B) 10:00 Public Hearing to Classify Tax Forfeited Lands  
    1. Adopt Resolution: Classification of Tax-Forfeited Lands  
C) Mineral/Peat Lease Update – MN DNR
- 10:45 Break**
- 11:00 6) Jessica Seibert, County Administrator**  
A) Approve ATV Ordinance Public Input Meetings  
B) Approve 2018 Legislative Priorities  
C) 2018 Proposed Budget  
    1. Power Point Presentation  
    2. IFS Budget Report  
    3. Budget Summary  
D) Approve or Deny Extension Contract Addendum  
E) Approve 2018 Appropriations
- 12:30 7) Committee Updates**
- 1:00 Adjourn**

The Aitkin County Board of Commissioners met this 22nd day of August, 2017 at 9:04 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

Motion by Commissioner Pratt, seconded by Commissioner Marcotte and carried, all members voting yes to approve the amended August 22, 2017 agenda. Consent Agenda Items H) Approve Vehicle Purchase – Assessor’s Office, I) Approve Out-of-State Travel Request – LLCC, J) Approve Out-of-State Travel Request – Sheriff’s Office, and L) Approve Quote for Historical Record Scanning were pulled from the Consent Agenda and placed on the regular agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
August 22, 2017**

**Attendance**

The Aitkin County Board of Commissioners met this 22nd day of August, 2017 at 9:04 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, Bill Pratt, and Anne Marcotte. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett who was delayed due to car problems, Fiscal Supervisor Kathleen Ryan, Financial Services Supervisor Jessi Goble, Social Services Supervisor-Children’s Services Jessi Schultz, Social Services Supervisor-Adult Services Kim Larson, Public Health Supervisor Erin Melz, Fiscal Worker Carli Goble, Health & Human Services Administrative Assistant Shawn Speed, Maggie Rothstein/Aitkin-Itasca-Koochiching Community Health Board Public Health Planner, and Guests: Roberta Elvecrog/H&HS Advisory Committee Member, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

**Agenda**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the August 22, 2017 Health & Human Services Board agenda with the addition of Item VII.f. CHB Reports from Commissioner Westerlund.

**Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the July 25, 2017 Health and Human Services Board minutes.

**Bills**

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

**Introduction**

Erin Melz, Public Health Supervisor, introduced Maggie Rothstein a Public Health Planner for the Aitkin-Itasca-Koochiching Community Health Board.

**Financial Reports**

Kathleen Ryan reviewed the financial statement for the board.

**CALL TO ORDER**

**APPROVED  
AGENDA**

**HEALTH & HUMAN  
SERVICES BOARD**

- 1) We are on budget overall.
- 2) Foster care is running high.

**Committee Reports**

**H&HS Advisory Committee** – Commissioner Westerlund and/or Pratt

- 1) Committee member Roberta Elvecrog provided details of their last meeting, held August 2, 2017.
  - a. Explained that they were given a briefing by Kathleen Ryan on the upcoming budget presentation for H&HS and how they had many questions for her on it and were extremely satisfied with the answers they were given.
  - b. There was a question for Kathleen Ryan on the payments for sex offenders, by Commissioner Marcotte, which was answered to her satisfaction and indicated that the county share for sex offender's residential treatment is either 20% or 25%. This will be added to the list of items to bring to the legislature for discussion.

**AEOA Committee Update** – Commissioner Westerlund

- 1) Discussed her tour of Ivy Manor in Virginia, MN.
  - a. AEOA is taking over running it.
  - b. It is a \$7.5 million, income based housing unit, located in two historical buildings, with 41-42 units for people that have mental health issues, are homeless, etc.
  - c. 24/7 mental health staff coverage at the facility.
- 2) Talked about Arrowhead transit getting 8-10 new buses.

**CJI (Children's Justice Initiative)** – Commissioner Westerlund

- 1) Jessi Schultz, Social Services Supervisor-Children's Services, went over the highlights of the meeting they had concerning attorneys for 10 years old and up and how they are showing the "Best Interest of the Child" video.

**CHB (Community Health Board)** – Commissioner Westerlund

- 1) Commissioner Westerlund went over the meeting that was held in International Falls for strategic planning of the Walk-On.

General discussion between all of the commissioners on the new Lakes and Pines brochure and how thorough it was and the direction that Lakes and Pines is going by Commissioner Niemi.

**Resignation**

Cynthia Bennett, Health & Human Services Director, briefed the Board on Kathleen Ryan's resignation, effective September 1, 2017.

- 1) Thanked Kathleen for all of her hard work and dedication over the years for Health & Human Services and the County.
- 2) Commissioner Wedel and the Board thanked Kathleen for her service and the great job she did.

**Legislative Update**

Cynthia Bennett, Health & Human Services Director, briefed the Board on recent legislative changes and areas of concern for the County.

- 1) The administrative team has given Cynthia and Jessica updates on what areas they see as critical areas for discussion with the legislature to lessen the burden that has tipped more to funding from the County and less from the State, like out of home placement costs, regional treatment center costs, and sex offender costs.

Kim Larson, Social Services Supervisor-Adult Services, briefed the Board on MHI

(Mental Health Initiative).

- 1) Lakes and Pines recently received a grant in the amount of around \$200,000 to help in developing housing for people with mental health diagnosis.
- 2) Region 5+ Initiative is considering hiring two different positions, which are-
  - a. Mental Health Housing Planner that would help develop more housing options for persons with mental health issues.
  - b. Discharge Planner that would help individuals locate appropriate housing after discharge from the various treatment facilities.
  - c. Region 3, St. Louis County, has a person who strictly does resource development.
  - d. Question and comments from Commissioner Marcotte about possibly seeking help from Northern Pines as to whether they can or would be willing to provide the Discharge planner aspect of it all. Kim replied that we are considering all options and Lakes and Pines is a part of that.

**Working Agreement Update**

Cynthia Bennett, Health & Human Services Director, briefed the Board on new requirements from HRA.

- 1) HRA is now required to be in contact with anyone under the age of 6 that live in HRA facilities and maybe exposed to lead through various sources. HRA will notify public health to follow up with the family regarding resources including testing and mitigation that can be done to prevent residual issues from lead exposure.
- 2) Erin Melz, Public Health Supervisor, then went over the procedures for testing children and when our agency would become involved. She also went over how they might determine where and how the child is coming into contact with the lead and the mitigation options that parents have to keep the child exposure as minimal as possible.
- 3) There was discussion about how there are no funding sources available to families to pay for any of the mitigation options, but that there are ways to do it that has very minimal costs to the parents.
- 4) There was discussion about problems that occur in the children that are exposed to lead, such as learning disabilities and behavior problems.

Commissioner Niemi had a question on rates for sexual offenders and what the current percentage is that we pay for them. Kathleen Ryan provided the information 20% or 25% to the Commissioners satisfaction.

The meeting was adjourned at 9:47a.m.

**Next Meeting – September 26, 2017**

Break: 9:47 a.m. to 10:06 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the amended Consent Agenda as follows: A) Correspondence File: August 8, 2017 to August 21, 2017; B) Approve County Board Minutes: August 8, 2017; C) Approve Commissioner Warrants: General Fund \$113,665.71, Road & Bridge \$51,407.01, Health & Human Services \$154.32, Debt

**HHS BOARD  
ADJOURNS**

**BREAK**

**CONSENT  
AGENDA**

Service \$14,666.79, Trust \$17,991.76, Forest Development \$25,586.30, Long Lake Conservation Center \$11,624.99, Parks \$6,425.88 for a total of \$241,522.76; D) Approve Auditor Warrants – July Sales & Use Tax: General Fund \$809.66, Road & Bridge \$810.00, State \$7,622.00, Long Lake Conservation Center \$106.43, Parks \$311.49 for a total of \$9,659.58; E) Adopt Resolution: LG214 Premises Permit – The Pine Inn; F) Adopt Resolution: Large Assembly License – White Pine Logging; G) Approve Temporary 3.2% Malt Liquor License – Jacobson Volunteer Fire Department; K) Adopt Resolution: Filing Credentials of Minister

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - LG214 Premises Permit – The Pine Inn:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Aitkin Fire Relief Association, at The Pine Inn – Malmo Township. This establishment has an address of 27805 State Hwy 47, Aitkin, MN 56431

**RESOLUTION  
20170822-056  
LG214 PREMISES  
PERMIT –  
THE PINE INN**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Large Assembly License – White Pine Logging:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

**RESOLUTION  
20170822-057  
LARGE  
ASSEMBLY  
LICENSE – WHITE  
PINE LOGGING**

White Pine Logging & Threshing Show – Williams Township

This is scheduled to take place September 2nd, 3rd & 4th, 2017 from 7:00 A.M. to 12:00 Midnight.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for August 26, 2017:

**TEMPORARY ON  
SALE 3.2% MALT  
LIQUOR LICENSE  
JACOBSON  
VOLUNTEER FIRE  
DEPARTMENT**

ON Sale:  
Jacobson Community Volunteer Fire Department d/b/a Jacobson Volunteer Fire Department – Ball Bluff Township

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Filing Credentials of Minister:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners designates the County Recorder to act as local registrar for filing Credentials of Minister.

**RESOLUTION  
20170822-058  
FILING  
CREDENTIALS OF  
MINISTER**

**BE IT ALSO RESOLVED**, a \$20 filing fee will be set, with said fee being added to the 2018 Countywide Fee Schedule for future updates.

<p>Ross Wagner, Economic Development &amp; Forest Industry Coordinator discussed with the Board the \$50,000 Aitkin County Broadband Grant which had not yet been awarded. Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-1 Wedel), to approve \$50,000 Aitkin County Broadband Grant to SCI Broadband for FTTP network in Wealthwood Township, as recommended by the Economic Development Committee.</p>	<p><b>AITKIN COUNTY BROADBAND GRANT</b></p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the following quotes for the basement remodel in Health &amp; Human Services building, contingent upon the basement being radon-free:</p>	<p><b>HEALTH &amp; HUMAN SERVICES BASEMENT REMODEL</b></p>
<p>\$13,210.21 – Bear Creek Builders          \$12,946.00 – McGuire Mechanical  <del>\$ 9,743.00</del> – Antoine Electric          \$35,899.21</p>	
<p>The motion includes approval of funding for the remodel by using \$18,792.20 from the Building Construction reserves, \$10,000.00 from Health &amp; Human Services, and the remainder from the operational building fund.</p>	
<p>Cynthia Bennett, Health &amp; Human Services Director and Kathleen Ryan, Fiscal Supervisor reviewed the proposed 2018 Health &amp; Human Services budget with the Board.</p>	<p><b>PROPOSED 2018 HHS BUDGET</b></p>
<p>John Welle, County Engineer reviewed the following with the Board:</p> <ul style="list-style-type: none"> <li>• 2016 Annual Report</li> <li>• 2018 Proposed Budget</li> </ul>	<p><b>HIGHWAY DEPT ANNUAL REPORT &amp; PROPOSED 2018 BUDGET</b></p>
<p>Jessica Seibert, County Administrator discussed the following with the Board:</p> <ul style="list-style-type: none"> <li>• 2018 Appropriations</li> <li>• MCIT Dividend Distribution</li> <li>• IEA Proposal</li> <li>• AMC Legislative Platform Development Process</li> <li>• Motor Pool Garage</li> <li>• ATV Ordinance Public Input Meetings</li> <li>• Public Feedback Form</li> </ul>	<p><b>COUNTY ADMINISTRATOR REPORTS</b></p>
<p>Action taken:</p>	
<p><b>MCIT Dividends</b>          Motion by Commissioner Westerlund, seconded by Commissioner Niemi and followed, all members voting to distribute 2017 MCIT dividends between LLCC, Road &amp; Bridge, Sheriff's Office, and Central Services using the same formula that has been used the past several years, and to continue to do so each year.</p>	<p><b>MCIT DIVIDEND DISTRIBUTION</b></p>
<p><b>IEA Proposal</b>          Motion by Commissioner Westerlund, seconded by Commissioner Pratt and followed, all members voting yes to approve IEA's proposal for asbestos inspection, regulated</p>	<p><b>IEA PROPOSAL</b></p>

waste inventory, lead based paint sampling and microbial sampling as part of the government center building project, at a cost of \$7,725.00. Bond funds will be used to finance this expense.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve Assessor's Office budgeted purchase of 2012 Ford Escape SUV for \$12,995 from Aitkin Motors.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve out-of-state travel request, including airfare expenses, for LLCC Business Manager Wendie Carlson to attend October 11-13, 2017 conference in Toronto, Canada.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve out-of-state travel request for Records Technician Pam Kramer to attend September 13-15, 2017 training conference in Sioux Falls, SD.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve quote of \$108,691.28 from US Imaging to scan historic land records in the Recorder's Office. The Recorder's Technology Fund will be used to pay for this project.

The Board discussed: NCLUCB, MHB, ECRL, DAC, P&Z, BSLWMP, Shamrock Twp., Clark Twp., Lake Minnewawa Assoc., Natural Resources Advisory Board, AIS, and AEDA.

Motion by Commissioner Marcotte seconded by Commissioner Westerlund and carried, all members voting to adjourn the meeting at 3:56 p.m. until Tuesday, September 12, 2017 at 9:00 a.m.

**VEHICLE  
PURCHASE –  
ASSESSOR'S  
OFFICE**

**OUT-OF-STATE  
TRAVEL  
REQUEST - LLCC**

**OUT-OF-STATE  
TRAVEL  
REQUEST –  
SHERIFF'S  
OFFICE**

**HISTORICAL  
RECORD  
SCANNING**

**BOARD  
DISCUSSION**

**ADJOURN**

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

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Jessica Seibert, County Administrator



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DKB1  
9/1/17 3:58PM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

DKB1  
 9/1/17 3:58PM  
 1 General Fund

# 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.</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>
1 DEPT			Commissioners	
10452 AT&T Mobility			Foundation Account	287259994975 Telephone
01-001-000-0000-6250		55.01	07/18/2017 08/17/2017	0
10452 AT&T Mobility		55.01	1 Transactions	
1 DEPT Total:		55.01	Commissioners	1 Vendors 1 Transactions
12 DEPT			Court Administration	
8175 Centurylink			LD/LOCAL Q3	313645966 Telephone
01-012-000-0000-6250		358.44	1 Transactions	
8175 Centurylink		358.44		
11634 Gammello & Pearson PLLC				
01-012-000-0000-6232		97.50	Attorney fees 01- FA- 14- 1140	59349 Attorney Services
01-012-000-0000-6232		16.05	Attorney mileage 01- FA- 14- 1140	59349 Attorney Services
01-012-000-0000-6232		172.50	Attorney Fees 01- JV- 17- 510	59350 Attorney Services
01-012-000-0000-6232		34.24	Attorney mileage 01- JV- 17- 510	59350 Attorney Services
01-012-000-0000-6232		225.00	Attorney fees 01- FA- 17- 529	59352 Attorney Services
01-012-000-0000-6232		32.10	Attorney mileage 01- FA- 17- 529	59352 Attorney Services
01-012-000-0000-6232		367.50	Attorney Fees 01- JV- 17- 629	59353 Attorney Services
01-012-000-0000-6232		16.05	Attorney Mileage 01- JV- 17- 629	59353 Attorney Services
01-012-000-0000-6232		165.00	Attorney fees 01- JV- 17- 614	59354 Attorney Services
01-012-000-0000-6232		60.00	Attorney fees 01- FA- 17- 647	59355 Attorney Services
11634 Gammello & Pearson PLLC		1,185.94	10 Transactions	
5851 Gustafson Attorney at Law/Jean M.				
01-012-000-0000-6232		1,147.50	Attorney fees 01- PR- 17- 680	00114 Attorney Services
01-012-000-0000-6232		540.00	Attorney fees 01- PR- 17- 784	00115 Attorney Services
01-012-000-0000-6232		37.45	Attorney mileage 01- PR- 17- 784	00115 Attorney Services
01-012-000-0000-6232		862.50	Attorney fees 01- PR- 16- 766	8 Attorney Services
01-012-000-0000-6232		203.30	Attorney Mileage 01- PR- 16- 766	8 Attorney Services
5851 Gustafson Attorney at Law/Jean M.		2,790.75	5 Transactions	
2650 Kingsley/Marlene E				
01-012-000-0000-6232		75.00	01- PR- 17- 724	Attorney Services
2650 Kingsley/Marlene E		75.00	1 Transactions	

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
12 DEPT Total:		4,410.13	Court Administration	4 Vendors 17 Transactions
40 DEPT			Auditor	
783 Canon Financial Services, Inc 01-040-000-0000-6231		220.24	Contract charges- 026	17624186 Services, Labor, Contracts
783 Canon Financial Services, Inc		220.24		1 Transactions
8175 Centurylink 01-040-000-0000-6250		26.67	LD/LOCAL	313645966 Telephone
01-040-021-0000-6250		308.86	Local calls- License Center	314154028 License Center- Phone
8175 Centurylink		335.53		2 Transactions
1457 CPS Technology Solutions, Inc 01-040-000-0000-6231		26.40	Sept Printer Maint	373079 Services, Labor, Contracts
1457 CPS Technology Solutions, Inc		26.40		1 Transactions
86235 The Office Shop Inc 01-040-021-0000-6405		9.44	Sharpie Marker	1031264-0 Office & Computer Supplies
01-040-000-0000-6405		3.15	Pencil Lead	1031309-0 Office & Computer Supplies
01-040-000-0000-6405		299.09	toner for payroll printer	1031339-0 Office & Computer Supplies
01-040-021-0000-6405		3.16	Pens	293838-0 Office & Computer Supplies
86235 The Office Shop Inc		314.84		4 Transactions
40 DEPT Total:		897.01	Auditor	4 Vendors 8 Transactions
42 DEPT			Treasurer	
8175 Centurylink 01-042-000-0000-6250		9.52	LD/LOCAL	313645966 Telephone
8175 Centurylink		9.52		1 Transactions
86235 The Office Shop Inc 01-042-000-0000-6405		49.40	Deed tax stamp	1030890-0 Office & Computer Supplies
86235 The Office Shop Inc		49.40		1 Transactions
42 DEPT Total:		58.92	Treasurer	2 Vendors 2 Transactions
43 DEPT			Assessor	
10452 AT&T Mobility				

DKB1  
 9/1/17 3:58PM  
 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
10452 AT&T Mobility			209.94	monthly wireless	287250162187	Telephone
			209.94			1 Transactions
816 Burman/Tom						
01- 043- 000- 0000- 6340			81.12	Assessor course - meals		Meals (Overnight)
				08/13/2017 08/17/2017	0	
01- 043- 000- 0000- 6330			129.63	Mileage Assessor courses	298@.435	Transportation & Travel & Parking
				08/13/2017 08/17/2017	0	
816 Burman/Tom			210.75			2 Transactions
783 Canon Financial Services, Inc						
01- 043- 000- 0000- 6231			164.08	Copier contract 033	17624191	Services, Labor, Contracts
783 Canon Financial Services, Inc			164.08			1 Transactions
8175 Centurylink						
01- 043- 000- 0000- 6250			20.11	LD/LOCAL	313645966	Telephone
8175 Centurylink			20.11			1 Transactions
10330 Dangers/Mike						
01- 043- 000- 0000- 6330			46.11	Mileage- Reg.Assess.Meeting	106@.435	Transportation & Travel & Parking
10330 Dangers/Mike			46.11			1 Transactions
3263 K&M Signs Inc.						
01- 043- 000- 0000- 6405			20.00	Lettering for Escape	11771	Office, Film & Computer Supplies
01- 043- 000- 0000- 6405			20.00	lettering for new vehicle	11783	Office, Film & Computer Supplies
3263 K&M Signs Inc.			40.00			2 Transactions
3716 Olson/Cathleen M						
01- 043- 000- 0000- 6340			21.00	Dinner at conference		Meals (Overnight)
3716 Olson/Cathleen M			21.00			1 Transactions
86235 The Office Shop Inc						
01- 043- 000- 0000- 6405			11.81	Envelopes	1030661- 0	Office, Film & Computer Supplies
86235 The Office Shop Inc			11.81			1 Transactions
43 DEPT Total:			723.80	Assessor		8 Vendors 10 Transactions
44 DEPT				Central Services		
783 Canon Financial Services, Inc						

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
9/1/17 3:58PM  
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
Amount				
01-044-000-0000-6231		Copier contract 031	17624190	Services, Labor, Contracts
<b>783 Canon Financial Services, Inc</b>				
			1 Transactions	
8175 Centurylink		LD/LOCAL	313645966	Telephone
01-044-000-0000-6250	4.99			
<b>8175 Centurylink</b>	4.99			
			1 Transactions	
13624 MailFinance		Lease	N6699510	Postage Rentals
01-044-048-0000-6301	573.27	06/18/2017	09/17/2017	0
<b>13624 MailFinance</b>	573.27			
			1 Transactions	
3336 Office Of MN. IT Services		July 2017 Usage	DV17070411	Services, Labor, Contracts
01-044-000-0000-6231	1,300.00			
<b>3336 Office Of MN. IT Services</b>	1,300.00			
			1 Transactions	
<b>44 DEPT Total:</b>	<b>2,204.69</b>	<b>Central Services</b>	<b>4 Vendors</b>	<b>4 Transactions</b>
<b>49 DEPT</b>		<b>Information Technologies</b>		
10452 AT&T Mobility		Foundation Account	287259994975	Telephone
01-049-000-0000-6250	16.33	07/18/2017	08/17/2017	0
01-049-000-0000-6231	19.91	Data Plan for IPAD	287279507473	Programming, Services, Contracts
		08/02/2017	08/17/2017	0
<b>10452 AT&amp;T Mobility</b>	<b>36.24</b>			
			2 Transactions	
8175 Centurylink		LD/LOCAL	313645966	Telephone
01-049-000-0000-6250	34.61			
<b>8175 Centurylink</b>	<b>34.61</b>			
			1 Transactions	
<b>49 DEPT Total:</b>	<b>70.85</b>	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>3 Transactions</b>
<b>52 DEPT</b>		<b>Administration/Personnel Dept</b>		
13193 AMC		AMC Regional training workshop	11/3/17	Registration Fee
01-052-000-0000-6241	135.00			
<b>13193 AMC</b>	<b>135.00</b>			
			1 Transactions	
10452 AT&T Mobility				

# 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
01-052-000-0000-6250		Foundation Account	287259994975	Telephone
10452 AT&T Mobility		07/18/2017 08/17/2017	0	
		1 Transactions		
8175 Centurylink				
01-052-000-0000-6250		LD/LOCAL	313645966	Telephone
8175 Centurylink				
		1 Transactions		
11303 Danielson/Bobbie				
01-052-000-0000-6330		Health Fund meeting mileage	174.4@.435	Transportation & Travel & Parking
		07/25/2017 07/25/2017	0	
01-052-000-0000-6330		MPELRA Conference	244.2@.435	Transportation & Travel & Parking
		08/09/2017 08/09/2017	0	
11303 Danielson/Bobbie		2 Transactions		
12048 McDowell Agency, Inc./The				
01-052-000-0000-6234		Background screens	91590	Background Check Fee
12048 McDowell Agency, Inc./The				
		1 Transactions		
3334 MCIT				
01-052-000-0000-6241		Seminar registration	SEM552	Registration Fee
3334 MCIT				
		1 Transactions		
52 DEPT Total:		614.48 Administration/Personnel Dept	6 Vendors	7 Transactions
90 DEPT		Attorney		
117 Aitkin County Sheriff				
01-090-000-0000-6250		Jim Ratz phone bill	17-0674	Telephone
117 Aitkin County Sheriff				
		1 Transactions		
12210 Carver County Attorney's Office				
01-090-000-0000-6208		2017 Homicide Conf- Benusa	20170017	Training/Education
01-090-000-0000-6208		2017 Homicide Conf- Rakotz	20170018	Training/Education
12210 Carver County Attorney's Office		300.00		
		2 Transactions		
8175 Centurylink				
01-090-000-0000-6250		LD/LOCAL	313645966	Telephone
8175 Centurylink				
		1 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	Amount	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	Account/Formula Description <u>On Behalf of Name</u>
89541	Culligan 01-090-000-0000-6213		47.50	Monthly water supply	150x00909101	Drug & Forfeiture Ms387.213
89541	Culligan		47.50	1 Transactions		
4412	Sherburne County Sheriff's Office 01-090-000-0000-6234		62.00	Subpoena 01-CR-14-758	17-000417	Co Sheriff Services
4412	Sherburne County Sheriff's Office		62.00	1 Transactions		
5173	THOMSON REUTERS- WEST PUBLISHING 01-090-000-0000-6406		1,216.02	Information charges 07/01/2017 07/31/2017	836562750 0	Law Publ. & Subscriptions
5173	THOMSON REUTERS- WEST PUBLISHING		1,216.02	1 Transactions		
10156	Winge/Sarah 01-090-000-0000-6333		74.90	State vs Northbird- Walker MN	140@.535	Crt.Related Travel Expenses
10156	Winge/Sarah		74.90	1 Transactions		
90	DEPT Total:		1,759.62	Attorney	7 Vendors	8 Transactions
100	DEPT			Recorder		
8175	Centurylink 01-100-000-0000-6250		28.47	LD/LOCAL	313645966	Telephone
8175	Centurylink		28.47	1 Transactions		
13850	NORTHSTAR 01-100-000-0000-6405		173.56	Vital Record Security Paper	2412709	Office & Computer Supplies
13850	NORTHSTAR		173.56	1 Transactions		
86235	The Office Shop Inc 01-100-000-0000-6405		231.36	Recording Labels (Bulk Box)	1030783-0	Office & Computer Supplies
86235	The Office Shop Inc		231.36	1 Transactions		
100	DEPT Total:		433.39	Recorder	3 Vendors	3 Transactions
110	DEPT			Courthouse Maintenance		
8239	Ameripride Linen & Apparel Services 01-110-000-0000-6422		36.72	mop dry and handle	2200954115	Janitorial Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>
8239 Ameripride Linen & Apparel Services		36.72			
			1 Transactions		
12106 Antoine Electric					
01- 110- 000- 0000- 6231		205.60	lighting repairs- Land Dept.	16365	Services, Labor, Contracts
12106 Antoine Electric		205.60			
			1 Transactions		
10452 AT&T Mobility					
01- 110- 000- 0000- 6250		34.99	Foundation Account	287259994975	Phone
			07/18/2017 08/17/2017	0	
10452 AT&T Mobility		34.99			
			1 Transactions		
8175 Centurylink					
01- 110- 000- 0000- 6250		8.25	LD/LOCAL	313645966	Phone
8175 Centurylink		8.25			
			1 Transactions		
88628 Dalco					
01- 110- 000- 0000- 6422		188.44	toilet tissue, roll towels	3212480	Janitorial Supplies
88628 Dalco		188.44			
			1 Transactions		
1880 Gravelle Plumbing & Heating, Inc					
01- 110- 000- 0000- 6422		19.00	(2) Clean Aire	74690	Janitorial Supplies
01- 110- 000- 0000- 6422		24.59	(1) A- 37- A Sloan Repair Kit	74716	Janitorial Supplies
01- 110- 000- 0000- 6422		45.88	(4) Sloan Diaphragm	74789	Janitorial Supplies
1880 Gravelle Plumbing & Heating, Inc		89.47			
			3 Transactions		
2186 Hillyard Inc - Kansas City					
01- 110- 000- 0000- 6422		511.74	janitorial supplies	602659080	Janitorial Supplies
2186 Hillyard Inc - Kansas City		511.74			
			1 Transactions		
3950 Public Utilities					
01- 110- 000- 0000- 6254		2,548.39	Courthouse		Utilities & Heating
01- 110- 000- 0000- 6254		27.18	Old county garage		Utilities & Heating
01- 110- 000- 0000- 6254		425.16	Jail West Annex		Utilities & Heating
01- 110- 000- 0000- 6254		126.77	CH Building Coord.- STS		Utilities & Heating
01- 110- 000- 0000- 6254		89.02	Glarco- Motor Pool Garage		Utilities & Heating
01- 110- 000- 0000- 6254		203.70	LA Tool Building		Utilities & Heating
3950 Public Utilities		3,420.22			
			6 Transactions		



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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
110 DEPT Total:			Courthouse Maintenance	8 Vendors	15 Transactions
120 DEPT			Service Officer		
10452 AT&T Mobility			Foundation Account	287270539560	Telephone
01- 120- 000- 0000- 6250		62.04	07/18/2017	08/17/2017	0
10452 AT&T Mobility		62.04		1 Transactions	
8175 Centurylink			LD/LOCAL	313645966	Telephone
01- 120- 000- 0000- 6250		57.57		1 Transactions	
8175 Centurylink		57.57			
13602 Hughley/Josh			Meals - Training		Meals
01- 120- 000- 0000- 6340		33.33	08/09/2017	08/10/2017	0
01- 120- 000- 0000- 6330		110.06	Training mileage	253@.435	Transportation & Travel
			08/06/2017	08/10/2017	0
13602 Hughley/Josh		143.39		2 Transactions	
6097 Verizon Wireless			Vet Van Cell Phone	880690364	Telephone
01- 120- 000- 0000- 6250		13.14	07/21/2017	08/20/2017	0
6097 Verizon Wireless		13.14		1 Transactions	
120 DEPT Total:		276.14	Service Officer	4 Vendors	5 Transactions
122 DEPT			Planning & Zoning		
783 Canon Financial Services, Inc			Contract charges- 029	17624188	Services, Labor, Contracts, Programming
01- 122- 000- 0000- 6231		248.73		1 Transactions	
783 Canon Financial Services, Inc		248.73			
8175 Centurylink			LD/LOCAL	313645966	Telephone
01- 122- 000- 0000- 6250		82.76		1 Transactions	
8175 Centurylink		82.76			
13442 Hagen/Michael			Onsite		Per Diem
01- 122- 000- 0000- 6350		10.00	PC/Onsite mileage	166@.535	Boa/Pc Mileage
01- 122- 038- 0000- 6330		88.81			

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<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Rpt</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	01-122-000-0000-6350		50.00	PC Meeting	8/21/17	Per Diem
13442	Hagen/Michael		148.81			
				3 Transactions		
13066	Hargrave/Bryan					
	01-122-000-0000-6231		3,500.00	Contract Inspections	10@\$350	Services, Labor, Contracts, Programming
				08/21/2017 09/01/2017	0	
13066	Hargrave/Bryan		3,500.00			
				1 Transactions		
5472	Newshopper					
	01-122-000-0000-6230		64.80	Buffer ordinance public hearin	6297	Printing, Publishing & Adv
5472	Newshopper		64.80			
				1 Transactions		
5516	Paquette/Jeremy M					
	01-122-000-0000-6350		10.00	Onsite		Per Diem
	01-122-038-0000-6330		57.25	PC/Onsite mileage	104@.535	Boa/Pc Mileage
	01-122-000-0000-6350		50.00	PC Meeting	8/21/17	Per Diem
5516	Paquette/Jeremy M		117.25			
				3 Transactions		
13424	Sonnee/Dennise J					
	01-122-000-0000-6350		10.00	Onsite		Per Diem
	01-122-038-0000-6330		26.75	PC/Onsite mileage	50@.535	Boa/Pc Mileage
	01-122-000-0000-6350		50.00	PC Meeting	8/21/17	Per Diem
13424	Sonnee/Dennise J		86.75			
				3 Transactions		
6097	Verizon Wireless					
	01-122-000-0000-6250		40.50	monthly cellular charges	380690138	Telephone
6097	Verizon Wireless		40.50			
				1 Transactions		
10895	Westerlund/Laurie Ann					
	01-122-038-0000-6330		22.47	PC/Onsite mileage	42@.535	Boa/Pc Mileage
10895	Westerlund/Laurie Ann		22.47			
				1 Transactions		
122	DEPT Total:		4,312.07	Planning & Zoning	9 Vendors	15 Transactions
200	DEPT			Enforcement		
117	Aitkin County Sheriff					
	01-200-019-0000-6241		250.00	Registration #224 & Loki		Registration Fee
117	Aitkin County Sheriff		250.00			
				1 Transactions		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</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>	
170 Aitkin Motor Company		494.21	14683	Car Maintenance
170 Aitkin Motor Company		494.21	1 Transactions	
8175 Centurylink		120.64	313645966	Telephone
8175 Centurylink		120.64	1 Transactions	
4463 Cook/Sheryl		38.00		Equipment & Radios
4463 Cook/Sheryl		38.00	1 Transactions	
3493 ITL Patch Company, Inc		214.85	50047	Clothing Allowance
3493 ITL Patch Company, Inc		214.85	1 Transactions	
84172 Riverwood Healthcare Center		49.50	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		49.50	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		49.50	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		49.50	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		49.50	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		47.00	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		47.00	80002813	Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		49.50	80002813	Services & Labor (Incl Contracts)
84172 Riverwood Healthcare Center		391.00	8 Transactions	
86235 The Office Shop Inc		118.76	1030633- 0	Office Supplies
01- 200- 000- 0000- 6405		58.75	1031041- 0	Office Supplies
86235 The Office Shop Inc		177.51	2 Transactions	
13934 Tire Barn		1,106.33	39891	Car Maintenance
01- 200- 000- 0000- 6302		43.35	39893	Car Maintenance
01- 200- 000- 0000- 6302		68.35	39920	Car Maintenance
01- 200- 000- 0000- 6302		158.45	39943	Car Maintenance
01- 200- 000- 0000- 6302		57.35	39982	Car Maintenance

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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			1,433.83			
				5 Transactions		
13848 WYATT'S TOWING						
01- 200- 000- 0000- 6359			205.00	Tow #223 to Ford dealer	8/14/17	Wrecker Service
13848 WYATT'S TOWING			205.00			
				1 Transactions		
200 DEPT Total:			3,325.04	Enforcement	9 Vendors	21 Transactions
202 DEPT				Boat & Water		
3950 Public Utilities						
01- 202- 000- 0000- 6254			22.66	Boat & Water		Utilities
3950 Public Utilities			22.66		1 Transactions	
202 DEPT Total:			22.66	Boat & Water	1 Vendors	1 Transactions
252 DEPT				Corrections		
783 Canon Financial Services, Inc						
01- 252- 000- 0000- 6231			96.07	Copier contract 032	17624184	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc			96.07		1 Transactions	
8175 Centurylink						
01- 252- 000- 0000- 6250			336.42	LD/LOCAL	313645966	Telephone
8175 Centurylink			336.42		1 Transactions	
88628 Dalco						
01- 252- 000- 0000- 6422			504.26	Paper products for jail	3212479	Janitorial Supplies
88628 Dalco			504.26		1 Transactions	
2186 Hillyard Inc - Kansas City						
01- 252- 000- 0000- 6422			751.64	Janitorial	602659123	Janitorial Supplies
2186 Hillyard Inc - Kansas City			751.64		1 Transactions	
5503 Keefe Supply Company						
01- 252- 252- 0000- 6408			153.60	Commissary supplies	876960	Commissary Supplies
5503 Keefe Supply Company			153.60		1 Transactions	
3789 Pan- O- Gold Baking Company						
01- 252- 000- 0000- 6418			150.40	Groceries	10002417229024	Groceries

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3789 Pan- O- Gold Baking Company		150.40			
			1 Transactions		
3950 Public Utilities					
01- 252- 000- 0000- 6254		47.04	Sheriff storage garage		Utilities & Heating
01- 252- 000- 0000- 6254		1,500.51	New Jail		Utilities & Heating
01- 252- 000- 0000- 6254		7,075.73	New Jail 2		Utilities & Heating
3950 Public Utilities		8,623.28			
			3 Transactions		
9499 Reliance Telephone Systems, Inc					
01- 252- 252- 0000- 6406		900.00	Phone cards	D19825	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		900.00			
			1 Transactions		
84172 Riverwood Healthcare Center					
01- 252- 000- 0000- 6262		435.50	Inmate Care- Benjamin	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		156.00	Inmate Care- Benjamin	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		59.50	Inmate Care- Bartels	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		59.50	Inmate Care- Durdahl	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		59.50	Inmate Care- Habisch	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		59.50	Inmate Care- Struble	80002813	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		275.00	Inmate Care- Hansen	80002813	Medical Expenses & Supplies - Inmates
84172 Riverwood Healthcare Center		1,104.50			
			7 Transactions		
4761 Sysco Minnesota Inc					
01- 252- 000- 0000- 6418		2,826.58	Groceries	153144857	Groceries
4761 Sysco Minnesota Inc		2,826.58			
			1 Transactions		
86235 The Office Shop Inc					
01- 252- 000- 0000- 6405		118.77	Office supplies	1030633- 0	Office & Computer Supplies
01- 252- 000- 0000- 6405		58.76	Office supplies	1031041- 0	Office & Computer Supplies
86235 The Office Shop Inc		177.53			
			2 Transactions		
10005 Watson/Linda					
01- 252- 000- 0000- 6231		20.00	Haircuts	8/5/17	Services & Labor (Incl Contracts)
10005 Watson/Linda		20.00			
			1 Transactions		
252 DEPT Total:		15,644.28	Corrections	12 Vendors	21 Transactions
253 DEPT			Sentence to Serve		
8175 Centurylink					

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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		6.56	LD/LOCAL	313645966 Telephone
		6.56		1 Transactions
5551 Unclaimed Freight North				
01- 253- 000- 0000- 6250		34.24	Paint supplies 8/15/17	109849 Operating Supplies
5551 Unclaimed Freight North		34.24		1 Transactions
<b>253 DEPT Total:</b>		<b>40.80</b>	<b>Sentence to Serve</b>	<b>2 Vendors 2 Transactions</b>
255 DEPT			General Crime Victim Grant	
8175 Centurylink				
01- 255- 000- 0000- 6250		27.94	LD/LOCAL	313645966 Telephone
8175 Centurylink		27.94		1 Transactions
<b>255 DEPT Total:</b>		<b>27.94</b>	<b>General Crime Victim Grant</b>	<b>1 Vendors 1 Transactions</b>
257 DEPT			Community Corrections	
8175 Centurylink				
01- 257- 000- 0000- 6220		127.31	LC/LOCAL PROBATION	313645966 Telephone
8175 Centurylink		127.31		1 Transactions
<b>257 DEPT Total:</b>		<b>127.31</b>	<b>Community Corrections</b>	<b>1 Vendors 1 Transactions</b>
390 DEPT			Environmental Health (FBL)	
8175 Centurylink				
01- 390- 000- 0000- 6250		15.03	LD/LOCAL	313645966 Telephone
8175 Centurylink		15.03		1 Transactions
<b>390 DEPT Total:</b>		<b>15.03</b>	<b>Environmental Health (FBL)</b>	<b>1 Vendors 1 Transactions</b>
391 DEPT			Solid Waste	
8175 Centurylink				
01- 391- 000- 0000- 6250		12.91	LD/LOCAL	313645966 Telephone
8175 Centurylink		12.91		1 Transactions
2763 J & H Transfer Station- Lakes Sanitary				
01- 391- 060- 0000- 6360		679.05	July Recycling Contract	Recycling Contract

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Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
2763 J & H Transfer Station-Lakes Sanitary		679.05			
			1 Transactions		
2953 MACPZA					
01- 391- 000- 0000- 6241		150.00	2017 Annual MACPZA Conference		Registration Fee
01- 391- 000- 0000- 6241		25.00	MACPZA Profess.develop.trng	09/27/17	Registration Fee
2953 MACPZA		175.00			
			2 Transactions		
391 DEPT Total:		866.96	Solid Waste	3 Vendors	4 Transactions
392 DEPT			Water Wells		
12169 NBS Calibrations					
01- 392- 000- 0000- 6231		174.00	Service/Calibrate Scale	00106660	Services, Labor, Contracts
12169 NBS Calibrations		174.00			
			1 Transactions		
392 DEPT Total:		174.00	Water Wells	1 Vendors	1 Transactions
600 DEPT			Ag Society, Soil & Water, Ag Inspect		
91345 Elvecrog/Roberta C					
01- 600- 552- 0000- 6350		35.00	SRW Per Diem.	8/28/17	SRW Per Diem
91345 Elvecrog/Roberta C		35.00			
			1 Transactions		
600 DEPT Total:		35.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions
601 DEPT			Extension		
8175 Centurylink					
01- 601- 000- 0000- 6250		3.49	LD/LOCAL	313645966	Telephone
8175 Centurylink		3.49			
			1 Transactions		
13243 Shred-N- Go, Inc					
01- 601- 000- 0000- 6231		66.83	100lbs Purge Services	69848	Services & Charges
13243 Shred-N- Go, Inc		66.83			
			1 Transactions		
601 DEPT Total:		70.32	Extension	2 Vendors	2 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
10821 Jaques Art Center					
01- 700- 909- 0000- 6800		800.00	Grant #171- Comm.Canvas Adv.	5/24/16 board	Tourism Miscellaneous

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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>
10821 Jaques Art Center		800.00	1 Transactions	
11458 MSPN 01- 700- 909- 0000- 6800		300.00	Northwoods ATV trl Advertising	15135 Tourism Miscellaneous
11458 MSPN		300.00	1 Transactions	
700 DEPT Total:		1,100.00	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors 2 Transactions
711 DEPT			Economic Development	
8175 Centurylink 01- 711- 000- 0000- 6250		6.35	LD/LOCAL	313645966 Telephone
8175 Centurylink		6.35	1 Transactions	
711 DEPT Total:		6.35	Economic Development	1 Vendors 1 Transactions
1 Fund Total:		41,767.23	General Fund	157 Transactions



# Aitkin County



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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
301	DEPT			R&B Administration		
	783 Canon Financial Services, Inc 03-301-000-0000-6300		212.26	CONTRACT CHARGE	17624185	Service Contracts
	783 Canon Financial Services, Inc		212.26		1 Transactions	
301	<b>DEPT Total:</b>		212.26	<b>R&amp;B Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
303	DEPT			R&B Highway Maintenance		
	13649 Aitkin Rental Center 03-303-000-0000-6298		25.98	AITKIN SHOP SUPPLIES		Shop Maintenance
	13649 Aitkin Rental Center		25.98		1 Transactions	
	195 Aitkin Tire Shop 03-303-000-0000-6590 03-303-000-0000-6590		80.00 802.00	REPAIR LABOR TIRE	0-057833 0-57833	Repair & Maintenance Supplies Repair & Maintenance Supplies
	195 Aitkin Tire Shop		882.00		2 Transactions	
	12106 Antoine Electric 03-303-000-0000-6298 03-303-000-0000-6298		295.11 295.10	AITKIN SHOP MCGREGOR SHOP	16362 16362	Shop Maintenance Shop Maintenance
	12106 Antoine Electric		590.21		2 Transactions	
	10452 AT&T Mobility 03-303-000-0000-6254		34.99	PAUL'S IPAD SVC	287266104878X0	Utilities
	10452 AT&T Mobility		34.99		1 Transactions	
	86467 Auto Value Aitkin 03-303-000-0000-6590 03-303-000-0000-6590		46.00 29.96	REPAIR PARTS FILTERS	40105557 40106392	Repair & Maintenance Supplies Repair & Maintenance Supplies
	86467 Auto Value Aitkin		75.96		2 Transactions	
	8674 Boyer Trucks 03-303-000-0000-6590 03-303-000-0000-6590		328.47 98.61	REPAIR PARTS REPAIR PARTS	1172128 185235r	Repair & Maintenance Supplies Repair & Maintenance Supplies
	8674 Boyer Trucks		427.08		2 Transactions	
	8175 Centurylink 03-303-000-0000-6254 03-303-000-0000-6254		78.52 31.24	LD/LOCAL FAX: HWY OFFICE	313645966 AUG-SEPT	Utilities Utilities

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
8175 Centurylink		109.76	2 Transactions	
1115 Contech Engineered Solutions				
03-303-000-0000-6515		1,313.28	24" ANNULAR CULVERT	15478094 Culverts
03-303-000-0000-6515		1,814.40	36" ANNULAR CULVERT	15478094 Culverts
03-303-000-0000-6515		312.16	30" CULVERT BAND	15478094 Culverts
03-303-000-0000-6515		7,689.60	18" ANNULAR CULVERT	15484669 Culverts
03-303-000-0000-6515		130.00	12" CULVERT BAND	15484669 Culverts
03-303-000-0000-6515		14,084.16	15" ANNULAR CULVERT	15484670 Culverts
03-303-000-0000-6515		4,982.40	12" ANNULAR CULVERT	15492961 Culverts
03-303-000-0000-6515		1,360.80	18" ANNULAR CULVERT	15492961 Culverts
1115 Contech Engineered Solutions		31,686.80	8 Transactions	
9326 Dehn Oil				
03-303-000-0000-6513		12,905.66	AITKIN DIESEL	25107124 Motor Fuel & Lubricants
9326 Dehn Oil		12,905.66	1 Transactions	
7935 East Central Energy				
03-303-000-0000-6254		105.38	JUL- AUG POWER- MCGRATH	70415419 Utilities
7935 East Central Energy		105.38	1 Transactions	
8622 Frontier				
03-303-000-0000-6254		65.99	JACOBSON	218-752-6591 Utilities
03-303-000-0000-6254		65.99	MCGREGOR	218-768-4481 Utilities
03-303-000-0000-6254		65.99	PALISADE	218-845-2607 Utilities
03-303-000-0000-6254		65.99	MCGRATH	320-592-3580 Utilities
8622 Frontier		263.96	4 Transactions	
13468 G & K Services				
03-303-000-0000-6298		21.37	SHOP LAUNDRY	6043855468 Shop Maintenance
13468 G & K Services		21.37	1 Transactions	
1829 Goble's Sewer Service Inc.				
03-303-000-0000-6298		160.00	SWATARA SHOP	5808 Shop Maintenance
1829 Goble's Sewer Service Inc.		160.00	1 Transactions	
14038 Lube-Tech & Partners, LLC				
03-303-000-0000-6298		25.00	AITKIN SHOP SUPPLIES	1000260 Shop Maintenance
03-303-000-0000-6513		433.55	MOTOR OIL	1000260 Motor Fuel & Lubricants

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
03-303-000-0000-6298		5.00	AITKIN SHOP SUPPLIES	1001889 Shop Maintenance
03-303-000-0000-6513		580.25	MOTOR OIL	1001889 Motor Fuel & Lubricants
<b>14038 Lube-Tech &amp; Partners, LLC</b>		<b>1,043.80</b>		<b>4 Transactions</b>
10720 Nuss Truck & Equipment				
03-303-000-0000-6590		109.10	REPAIR PARTS	3172300P Repair & Maintenance Supplies
<b>10720 Nuss Truck &amp; Equipment</b>		<b>109.10</b>		<b>1 Transactions</b>
10412 O'Reilly Auto Parts				
03-303-000-0000-6298		23.88	AITKIN SHOP	1878-370520 Shop Maintenance
<b>10412 O'Reilly Auto Parts</b>		<b>23.88</b>		<b>1 Transactions</b>
3760 Palisade Cooperative Oil Assoc				
03-303-000-0000-6513		36.00	GASOLINE	375983 Motor Fuel & Lubricants
03-303-000-0000-6513		35.00	GASOLINE	376057 Motor Fuel & Lubricants
03-303-000-0000-6513		42.00	GASOLINE	376093 Motor Fuel & Lubricants
03-303-000-0000-6513		39.00	GASOLINE	376630 Motor Fuel & Lubricants
03-303-000-0000-6513		59.30	GASOLINE	377542 Motor Fuel & Lubricants
03-303-000-0000-6513		44.00	GASOLINE	378313 Motor Fuel & Lubricants
03-303-000-0000-6513		32.96	GASOLINE	378428 Motor Fuel & Lubricants
<b>3760 Palisade Cooperative Oil Assoc</b>		<b>288.26</b>		<b>7 Transactions</b>
3950 Public Utilities				
03-303-000-0000-6254		40.62	HWY 210 W & CR 28	02-00059455-00 Utilities
03-303-000-0000-6254		79.89	AITKIN SHOP: WATER	02-00063335-00 Utilities
03-303-000-0000-6254		38.61	HWY 210/169 E & CR 12	02-00063388-00 Utilities
03-303-000-0000-6254		62.41	HWY 47 & CR 12	02-00064092-00 Utilities
<b>3950 Public Utilities</b>		<b>221.53</b>		<b>4 Transactions</b>
4711 Sunnys Citgo				
03-303-000-0000-6513		56.50	GASOLINE	1017937 Motor Fuel & Lubricants
03-303-000-0000-6513		51.32	GASOLINE	1018713 Motor Fuel & Lubricants
<b>4711 Sunnys Citgo</b>		<b>107.82</b>		<b>2 Transactions</b>
12788 Timmer Implement of Aitkin				
03-303-000-0000-6590		30.60	REPAIR PARTS	IA11081 Repair & Maintenance Supplies
<b>12788 Timmer Implement of Aitkin</b>		<b>30.60</b>		<b>1 Transactions</b>
8364 Towmaster, Inc				

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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
Amount				
8364 Towmaster, Inc		REPAIR PARTS	395235	Repair & Maintenance Supplies
				1 Transactions
4988 Viking Industrial Center		AITKIN SHOP SUPPLIES	3115683	Shop Maintenance
		AITKIN SHOP SUPPLIES	3116138	Shop Maintenance
4988 Viking Industrial Center				2 Transactions
8279 Winzer Corporation		AITKIN SHOP SUPPLIES	5928937	Shop Maintenance
8279 Winzer Corporation				1 Transactions
5295 Ziegler Inc		FILTERS	PC190069250	Repair & Maintenance Supplies
		REPAIR PARTS	PC190069291	Repair & Maintenance Supplies
		REPAIR PARTS	PC190069499	Repair & Maintenance Supplies
		FILTERS	PC190069500	Repair & Maintenance Supplies
		REPAIR PARTS	PC190069501	Repair & Maintenance Supplies
		REPAIR PARTS	PC190069536	Repair & Maintenance Supplies
5295 Ziegler Inc				6 Transactions
303 DEPT Total:		R&B Highway Maintenance	24 Vendors	58 Transactions
307 DEPT		R&B Capital Infrastructure		
9239 Mn Department Of Natural Resources- OM		HEARITAGE REVIEW	228623	Professional Services
				1 Transactions
9239 Mn Department Of Natural Resources- OM				
307 DEPT Total:		R&B Capital Infrastructure	1 Vendors	1 Transactions
3 Fund Total:		Road & Bridge		60 Transactions

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5 Health & Human Services

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
400	DEPT			Public Health Department		
8175	Centurylink					
	05- 400- 440- 0410- 6250		2.99	LD/LOCAL	313645966	Telephone
	05- 400- 440- 0410- 6250		14.19	LD/LOCAL- HHS	313645966	Telephone
	05- 400- 440- 0410- 6250		68.89	LD/LOCAL PH	313645966	Telephone
8175	Centurylink		86.07			
				3 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 400- 440- 0410- 6300		11.26	Sept Printer Maint	373079	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		11.26			
				1 Transactions		
400	DEPT Total:		97.33	Public Health Department	2 Vendors	4 Transactions
420	DEPT			Income Maintenance		
8175	Centurylink					
	05- 420- 600- 4800- 6250		6.37	LD/LOCAL	313645966	Telephone
	05- 420- 600- 4800- 6250		30.15	LD/LOCAL- HHS	313645966	Telephone
	05- 420- 600- 4800- 6250		253.03	LD/LOCAL - IM	313645966	Telephone
	05- 420- 640- 4800- 6250		86.35	LD/LOCAL- CS	313645966	Telephone
8175	Centurylink		375.90			
				4 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 420- 600- 4800- 6300		23.94	Sept Printer Maint	373079	Maintenance/Service Contracts
	05- 420- 640- 4800- 6300		35.20	Sept Printer Maint	373079	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		59.14			
				2 Transactions		
420	DEPT Total:		435.04	Income Maintenance	2 Vendors	6 Transactions
430	DEPT			Social Services		
8175	Centurylink					
	05- 430- 700- 4800- 6250		9.37	LD/LOCAL	313645966	Telephone
	05- 430- 700- 4800- 6250		44.34	LD/LOCAL- HHS	313645966	Telephone
	05- 430- 700- 4800- 6250		486.06	LD/LOCAL- SS	313645966	Telephone
8175	Centurylink		539.77			
				3 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 430- 700- 4800- 6300		35.20	Sept Printer Maint	373079	Maintenance/Service Contracts

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 5 Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>
1457	CPS Technology Solutions, Inc		35.20			
				1 Transactions		
430	DEPT Total:		574.97	Social Services	2 Vendors	4 Transactions
5	Fund Total:		1,107.34	Health & Human Services		14 Transactions

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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
2424	Jobe/Pete				
	10-900-000-0000-2300		Timbr permit bond refund R2761	13453	Timber Permit Bonds
		1,199.80			
2424	Jobe/Pete		1 Transactions		
		1,199.80			
5938	Rieger Logging				
	10-900-000-0000-2300		timbr permit bond refund R3070	13575	Timber Permit Bonds
		1,296.26			
5938	Rieger Logging		1 Transactions		
		1,296.26			
5791	Sappi				
	10-900-000-0000-2300		timbr permit bond refund R3112	13895	Timber Permit Bonds
		6,158.96			
5791	Sappi		1 Transactions		
		6,158.96			
900	<b>DEPT Total:</b>		<b>Timber Permit Bonds</b>	<b>3 Vendors</b>	<b>3 Transactions</b>
		8,655.02			
921	DEPT		Co. Development		
8175	Centurylink				
	10-921-000-0000-6250		LD/LOCAL - GIS	313645966	Telephone
		2.65			
	10-921-000-0000-6250		LD/LOCAL Surveyor	313645966	Telephone
		11.54			
8175	Centurylink		2 Transactions		
		14.19			
4989	Viking Explosives LLC				
	10-921-000-0000-6406		Beaver Dam	1903121	Field Supplies
		1,294.00			
4989	Viking Explosives LLC		1 Transactions		
		1,294.00			
921	<b>DEPT Total:</b>		<b>Co. Development</b>	<b>2 Vendors</b>	<b>3 Transactions</b>
		1,308.19			
923	DEPT		Forfeited Tax Sales		
10452	AT&T Mobility				
	10-923-000-0000-6254		Cell phone charges	287257204209	Utilities
		163.70			
10452	AT&T Mobility		1 Transactions		
		163.70			
783	Canon Financial Services, Inc				
	10-923-000-0000-6405		Contract Charges Lobby- 034	17625192	Office Supplies
		327.05			
783	Canon Financial Services, Inc		1 Transactions		
		327.05			
8175	Centurylink				
	10-923-000-0000-6250		LD/LOCAL	313645966	Telephone
		18.20			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
8175	Centurylink				
		18.20		1 Transactions	
3334	MCIT				
	10-923-000-0000-6352	52.00	Tax Forfeit property insurance	723108	Insurance
3334	MCIT	52.00		1 Transactions	
4626	Peterson/Rodney				
	10-923-000-0000-6820	522.74	overappraised refund	13653	Refunds & Reimbursements
4626	Peterson/Rodney	522.74		1 Transactions	
4711	Sunnys Citgo				
	10-923-000-0000-6511	135.49	Fuel	1018165	Gas And Oil
4711	Sunnys Citgo	135.49		1 Transactions	
86235	The Office Shop Inc				
	10-923-000-0000-6405	119.98	chairmat	1030496-0	Office Supplies
	10-923-000-0000-6405	9.60	receipt	1031030-0	Office Supplies
	10-923-000-0000-6405	4.14	paper clip holder	1031044-0	Office Supplies
	10-923-000-0000-6405	2.74	scissors	1031119-0	Office Supplies
	10-923-000-0000-6405	38.99	calculator	1031233-0	Office Supplies
	10-923-000-0000-6405	9.99	micro sdhc card	293877-0	Office Supplies
86235	The Office Shop Inc	185.44		6 Transactions	
923	DEPT Total:	1,404.62	Forfeited Tax Sales	7 Vendors	12 Transactions
10	Fund Total:	11,367.83	Trust		18 Transactions



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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 charges	287257204209	Telephone
11- 924- 000- 0000- 6250	31.24			
10452 AT&T Mobility	31.24	1 Transactions		
<b>924 DEPT Total:</b>	<b>31.24</b>	<b>Forest Resource</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
934 DEPT		Memorial Forest		
9402 Ammala Excavating/Allen		reset washed out culvert, grav	Salo Township	Road Construction Service
11- 934- 000- 0000- 6361	624.00			
9402 Ammala Excavating/Allen	624.00	1 Transactions		
<b>934 DEPT Total:</b>	<b>624.00</b>	<b>Memorial Forest</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
935 DEPT		Forest Road		
8500 Diamond Mowers, Inc		Wiring Harness, suregrip joyst	0129703- IN	Repair & Maintenance Supplies
11- 935- 000- 0000- 6590	818.38			
8500 Diamond Mowers, Inc	818.38	1 Transactions		
<b>935 DEPT Total:</b>	<b>818.38</b>	<b>Forest Road</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>11 Fund Total:</b>	<b>1,473.62</b>	<b>Forest Development</b>		<b>3 Transactions</b>

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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>
521 DEPT		LLCC Administration		
13867 BrainRunner Inc				
19- 521- 000- 0000- 6208		276.85	CampBrain Conference	INV- 106089
13867 BrainRunner Inc		276.85	1 Transactions	Training/Education
783 Canon Financial Services, Inc				
19- 521- 000- 0000- 6231		106.01	Contract Charges- 037	17624204
783 Canon Financial Services, Inc		106.01	1 Transactions	Services, Labor, Contracts
8622 Frontier				
19- 521- 000- 0000- 6250		516.04	Service & LD	2187684653
8622 Frontier		516.04	1 Transactions	Telephone
3160 Mille Lacs Energy Coop- Albert Lea				
19- 521- 000- 0000- 6254		664.36	Dining Hall	27- 13- 006- 01
19- 521- 000- 0000- 6254		600.43	North Star Lodge	27- 13- 007- 03
3160 Mille Lacs Energy Coop- Albert Lea		1,264.79	2 Transactions	Utilities
521 DEPT Total:		2,163.69	LLCC Administration	4 Vendors
				5 Transactions
522 DEPT		LLCC Education		
13725 Beartooth True Value				
19- 522- 000- 0000- 6416		14.98	Carpet glue for raft	B41203
19- 522- 000- 0000- 6416		14.50	Rope for raft	B41384
13725 Beartooth True Value		29.48	2 Transactions	Education Supplies
522 DEPT Total:		29.48	LLCC Education	1 Vendors
				2 Transactions
524 DEPT		LLCC Maintenance		
13725 Beartooth True Value				
19- 524- 000- 0000- 6422		31.65	Softener Salt	A19554
19- 524- 000- 0000- 6422		65.80	Screen repair- NSL windows	A19556
19- 524- 000- 0000- 6422		25.66	Softener Salt	A20008
19- 524- 000- 0000- 6422		27.98	Saw Blade	A20799
19- 524- 000- 0000- 6422		64.18	Softener salt, painting suppli	A20911
19- 524- 000- 0000- 6422		5.24	mouse traps, fan	A21352
19- 524- 000- 0000- 6422		28.98	connector, valve	B38398
19- 524- 000- 0000- 6422		25.85	misc hardware, bits, etc	B38470

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	
				<u>On Behalf of Name</u>	
19- 524- 000- 0000- 6422		56.38	Misc Hardware	B41197	Janitorial Services/Supplies
19- 524- 000- 0000- 6422		63.30	Softener Salt	B41630	Janitorial Services/Supplies
<b>13725 Beartooth True Value</b>		<b>395.02</b>			
			10 Transactions		
<b>10083 Cedarbrook Lumber Comp</b>					
19- 524- 000- 0000- 6422		448.40	lumber/supplies for Monarch ho	88509	Janitorial Services/Supplies
19- 524- 000- 0000- 6422		63.40	lumber/supplies for Monarch ho	88591	Janitorial Services/Supplies
19- 524- 000- 0000- 6422		88.17	lumber/supplies for Monarch ho	88783	Janitorial Services/Supplies
<b>10083 Cedarbrook Lumber Comp</b>		<b>599.97</b>			
			3 Transactions		
<b>12709 K &amp; N Electric LLC</b>					
19- 524- 000- 0000- 6590		686.74	Install GFI, lights,switches	2025	Repair & Maintenance Supplies
<b>12709 K &amp; N Electric LLC</b>		<b>686.74</b>			
			1 Transactions		
<b>4010 Rasley Oil Company</b>					
19- 524- 000- 0000- 6511		35.20	Fuel for Van	24536	Gas And Oil
<b>4010 Rasley Oil Company</b>		<b>35.20</b>			
			1 Transactions		
<b>524 DEPT Total:</b>		<b>1,716.93</b>	<b>LLCC Maintenance</b>	<b>4 Vendors</b>	<b>15 Transactions</b>
<b>19 Fund Total:</b>		<b>3,910.10</b>	<b>Long Lake Conservation Center</b>		<b>22 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
9/1/17 3:58PM  
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		Parks		
10452	AT&T Mobility		Cell phone charges	287257204209	Telephone
	21- 520- 000- 0000- 6250	62.48			
10452	AT&T Mobility	62.48		1 Transactions	
1829	Goble's Sewer Service Inc.		Aitkin- Pumping	5852	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	135.00			
1829	Goble's Sewer Service Inc.	135.00		1 Transactions	
9354	Kangas Enterprise, Inc		Berglund Park- 7/5/17	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	130.00	Berglund Park- 7/19/17	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	90.00	Outhouses Lawler JUNE	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	90.00	McGregor Soo Line- July	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	90.00	McGrath Soo Line- July	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	90.00	Axtel Soo Line- July	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	120.00	Jacobson Rest Area 7/13/17	14791	Services, Labor, Contracts
	21- 520- 000- 0000- 6231	120.00	Jacobson Campground 7/27/17	14791	Services, Labor, Contracts
9354	Kangas Enterprise, Inc	860.00		8 Transactions	
3950	Public Utilities		Land Department		Utilities
	21- 520- 000- 0000- 6254	163.22	Mississippi Access		Utilities
	21- 520- 000- 0000- 6254	83.28	Shower House		Utilities
	21- 520- 000- 0000- 6254	117.44			
3950	Public Utilities	363.94		3 Transactions	
10339	White Pine Riders		Solana ATV Reimbursement	grant work	Trail Grants- State
	21- 520- 000- 0000- 6802	2,760.57	05/14/2017	08/12/2017 0	
10339	White Pine Riders	2,760.57		1 Transactions	
520	DEPT Total:	4,181.99	Parks	5 Vendors	14 Transactions
21	Fund Total:	4,181.99	Parks		14 Transactions
	Final Total:	115,177.95	160 Vendors	288 Transactions	

DKB1  
9/1/17

3:58PM

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	41,767.23	General Fund
3	51,369.84	Road & Bridge
5	1,107.34	Health & Human Services
10	11,367.83	Trust
11	1,473.62	Forest Development
19	3,910.10	Long Lake Conservation Center
21	4,181.99	Parks
<b>All Funds</b>	<b>115,177.95</b>	<b>Total</b>

Approved by, .....

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# Aitkin County



DKB1  
8/23/17 1:17PM

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

Highway Dept. Contract Payment

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/23/17 1:17PM  
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		
	7050 Anderson Brothers Construction				
	03-307-000-0000-6262		Partial Contract Payment	20161	Contract Payments
	7050 Anderson Brothers Construction		1 Transactions		
307	DEPT Total:		R&B Capital Infrastructure	1 Vendors	1 Transactions
3	Fund Total:		Road & Bridge		1 Transactions
	Final Total:		1 Vendors	1 Transactions	

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	208,977.24	Road & Bridge
<b>All Funds</b>	<b>208,977.24</b>	<b>Total</b>

Approved by, .....

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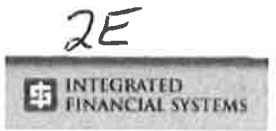
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DKB1  
8/29/17 1:26PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

ISD#1 Taconite Payment  
+  
Highway Dept. Contract Payment

DKB1  
 8/29/17 1:26PM  
 3 Road & Bridge

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>
307	DEPT			R&B Capital Infrastructure	
	13228 Hardrives, Inc.				
	03- 307- 000- 0000- 6262		1,898,642.91	Partial Payment #20172	Contract Payments
	13228 Hardrives, Inc.		1,898,642.91	1 Transactions	
307	DEPT Total:		1,898,642.91	R&B Capital Infrastructure	1 Vendors 1 Transactions
3	Fund Total:		1,898,642.91	Road & Bridge	1 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1  
8/29/17 1:26PM  
12 Agency

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
932	DEPT			Schools	
393	Isd 1 Aitkin- Treasurer				
	12- 932- 000- 0000- 2047		135,437.00	2nd 1/2 TAC available to pay	Taconite Production Tax
393	Isd 1 Aitkin- Treasurer		135,437.00	1 Transactions	
932	DEPT Total:		135,437.00	Schools	1 Vendors 1 Transactions
12	Fund Total:		135,437.00	Agency	1 Transactions
	Final Total:		2,034,079.91	2 Vendors	2 Transactions

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	3	1,898,642.91	Road & Bridge
	12	135,437.00	Agency
<b>All Funds</b>		<b>2,034,079.91</b>	<b>Total</b>

Approved by, .....

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# Aitkin County

## WARRANT REGISTER



**August** 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>
2232	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			112.01	Med FSA Claims	01- 044- 904- 0000- 6360	38473833	0
			215.00	Dep Care FSA claims	01- 044- 904- 0000- 6360	38473833	0
		<b>Warrant # 2232 Total</b>	<b>327.01</b>	<b>Date 8/9/17</b>			
2249	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			145.84	Dep Care FSA Claims	01- 044- 904- 0000- 6360	38478722	0
			617.64	Med FSA Claims	01- 044- 904- 0000- 6360	38478722	0
		<b>Warrant # 2249 Total</b>	<b>763.48</b>	<b>Date 8/9/17</b>			
2250	5462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431					
			204.69	Jail supplies	01- 252- 000- 0000- 6405		0
			46.80	cake mixes	01- 252- 000- 0000- 6418		0
			13.00	gas 911 mtg	01- 254- 000- 0000- 6511		0
			800.01	Surface Pro	01- 255- 000- 0000- 6405		0
			728.17	Surface Pro	01- 255- 000- 0000- 6409		0
			200.00	AMEM Registration	01- 280- 003- 0000- 6241		0
			40.34	Hardrive	01- 601- 000- 0000- 6405		0
			50.00	CPS Tech Cert Renewal	05- 400- 430- 0408- 6208		0
			72.10	Reg.- CHS Conf.	05- 400- 440- 0410- 6241		0
			28.09	Meals/CHB Mtg	05- 400- 440- 0410- 6340		0
			15.57	Leadership Development Materia	05- 400- 440- 0410- 6405		0
			4.79	Magnetic white board	05- 400- 440- 0410- 6405		0
			125.58	Hotel/Reg,Sup Mtg	05- 420- 600- 4800- 6332		0
			33.10	Leadership Development Materia	05- 420- 600- 4800- 6405		0
			10.19	Magnetic white board	05- 420- 600- 4800- 6405		0
			230.00	Reg.- St Louis Co Conf	05- 430- 700- 4800- 6241		0
			60.00	Reg.- St Louis Co Conf	05- 430- 700- 4800- 6241		0
			48.67	Leadership Development Materia	05- 430- 700- 4800- 6405		0
			14.99	Magnetic white board	05- 430- 700- 4800- 6405		0
			130.00	Foresters Summer Meeting	10- 923- 000- 0000- 6208		0
			49.00	STAMPS	19- 521- 000- 0000- 6205		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>
			29.99	creative cloud subscription	19- 521- 000- 0000- 6230		0
			20.00	Monarch workshop ad	19- 521- 000- 0000- 6230		0
			14.61	Envelopes & labels	19- 521- 000- 0000- 6405		0
			20.00	Critter food	19- 522- 000- 0000- 6416		0
			3.70	light bulb for critter room	19- 522- 000- 0000- 6416		0
			3.25	Card Stock	19- 522- 000- 0000- 6416		0
			129.89	fans,spray paint,fuses	19- 524- 000- 0000- 6422		0
			754.95	tactical scope & mount- #202	01- 200- 000- 0000- 6610	Card 1	0
			1,528.18	Microsoft Surface Pro	01- 122- 000- 0000- 6625	Hargrave	0
			149.25	Hotel/AMC conference	01- 001- 000- 0000- 6332	Marcotte	0
			149.25	Hotel/AMC conference	01- 001- 000- 0000- 6332	Niemi	0
			149.25	Hotel/AMC conference	01- 001- 000- 0000- 6332	Pratt	0
			25.00	MDH- Fathers Registry	05- 430- 710- 3190- 6020	SA#57921690	0
			149.25	Hotel/AMC conference	01- 052- 000- 0000- 6332	Seibert	0
			149.25	Hotel/AMC conference	01- 001- 000- 0000- 6332	Westerlund	0
	<b>Warrant #</b>	<b>2250</b>	<b>Total</b>	<b>6,180.91</b>	<b>Date 8/14/17</b>		
2251	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			106.49	LLCC Credit Card Fee	19- 522- 000- 0000- 6217		0
	<b>Warrant #</b>	<b>2251</b>	<b>Total</b>	<b>106.49</b>	<b>Date 8/14/17</b>		
2252	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			19.98	monthly CC Mach Lease Fee	19- 522- 000- 0000- 6217		0
	<b>Warrant #</b>	<b>2252</b>	<b>Total</b>	<b>19.98</b>	<b>Date 8/14/17</b>		
2253	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431					
			0.08	July Mtg Reg Adjustment	01- 040- 000- 0000- 5081		0
			0.08	July deed tax adjustment	01- 042- 000- 0000- 5079		0
			37,915.44	July Deed Tax	09- 000- 000- 0000- 2025		0
			23,569.75	July Mtg Reg	09- 000- 000- 0000- 2026		0
	<b>Warrant #</b>	<b>2253</b>	<b>Total</b>	<b>61,485.35</b>	<b>Date 8/15/17</b>		
2254	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>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
		101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2254</b>	<b>Total</b>	20.66 LLCC Credit Card Fee- Bambora 20.66 Date 8/15/17	19- 522- 000- 0000- 6217		0
2255	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2255</b>	<b>Total</b>	50.00 Dep Care FSA claims 70.94 Med FSA Claims 120.94 Date 8/16/17	01- 044- 904- 0000- 6360 01- 044- 904- 0000- 6360	38482551 38482551	0 0
2256	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2256</b>	<b>Total</b>	104.95 Refund of Camp Deposit 104.95 Date 8/21/17	19- 522- 000- 0000- 5557		0
2275	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2275</b>	<b>Total</b>	445.84 Dep Care FSA Claims 283.22 Med FSA Claims 729.06 Date 8/23/17	01- 044- 904- 0000- 6360 01- 044- 904- 0000- 6360	38487073 38487073	0 0
2276	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2276</b>	<b>Total</b>	800.70 Participant fees 800.70 Date 8/23/17	01- 044- 904- 0000- 6231	1197889	0
2278	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
	<b>Warrant #</b>	<b>2278</b>	<b>Total</b>	120.00 Refund of Lodging Deposit 120.00 Date 8/24/17	19- 522- 000- 0000- 5553		0
2279	5462	Bremer Bank (Elan ACH)					

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
		ELAN ACH AITKIN, MN 56431					
			425.00	MAAO Registr/L Tibbetts	01- 043- 000- 0000- 6208		0
			43.00	electrical license renewal fee	01- 049- 000- 0000- 6208		0
			70.00	software purchase- Sublime	01- 049- 000- 0000- 6402		0
			71.00	WD Caviar 2TB Hard Drive	01- 049- 000- 0000- 6402		0
			11.95	Scanner batteries	01- 049- 000- 0000- 6402		0
			1,998.00	BLR online training- 12 months	01- 052- 000- 0000- 6208		0
			335.90	Canon Scanner for Melissa	01- 052- 000- 0000- 6625		0
			120.00	Notary renewa/- T Miller	01- 090- 000- 0000- 6240		0
			478.29	Hotel/training at Federal Bldg	01- 120- 000- 0000- 6332		0
			27.33	Meals for A.Joss transport	01- 252- 000- 0000- 6330		0
			293.13	Hotel	01- 255- 000- 0000- 6332		0
			733.78	Chainsaw Boots	03- 303- 000- 0000- 6298		0
			93.39	Lodging- CHB Mtg	05- 400- 440- 0410- 6332		0
			315.29	Hotel/CHS conference	05- 400- 440- 0410- 6332		0
			0.96	Cell phone screen protectors	05- 400- 440- 0410- 6405		0
			15.20	mailroom copier toner	05- 400- 440- 0410- 6405		0
			31.48	Dehumidifyer for basement	05- 400- 440- 0410- 6450		0
			2.03	Cell phone screen protectors	05- 420- 600- 4800- 6405		0
			32.30	mailroom copier toner	05- 420- 600- 4800- 6405		0
			66.91	Dehumidifyer for basement	05- 420- 600- 4800- 6450		0
			25.00	Reg- Trauma Informed care	05- 430- 700- 4800- 6241		0
			2.99	Cell phone screen protectors	05- 430- 700- 4800- 6405		0
			47.50	mailroom copier toner	05- 430- 700- 4800- 6405		0
			98.40	Dehumidifyer for basement	05- 430- 700- 4800- 6450		0
			20.00	Critter Food	19- 522- 000- 0000- 6416		0
			2.45	Stainless steel sponges	19- 522- 000- 0000- 6416		0
			8.87	Command Hooks	19- 522- 000- 0000- 6416		0
			12.98	Cleaning brushes	19- 522- 000- 0000- 6416		0
			27.93	simple green, command hooks	19- 522- 000- 0000- 6416		0
			4.91	light bulbs critter room	19- 522- 000- 0000- 6416		0
			119.50	Mice from RodentPro	19- 522- 000- 0000- 6416		0
			460.66	wifi equipment for shop	21- 520- 000- 0000- 6405		0
			8.54	Car Wash #220	01- 200- 000- 0000- 6302	8/12/17	0
			17.00	Gas #220	01- 200- 000- 0000- 6511	8/12/17	0
			40.09	Gas #220	01- 200- 000- 0000- 6511	8/5/17	0
			141.53	Hotel/transport inmate	01- 252- 000- 0000- 6330	A.Joss	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>
			48.00	Airport parking- transport	01- 252- 000- 0000- 6330	A.Joss	0
			465.96	Hotel/MAAO Basic course	01- 043- 000- 0000- 6332	Burmin	0
			11.41	Meal/MAAP conference	01- 043- 000- 0000- 6340	C.Olson	0
			20.00	Background check on applicant	01- 052- 000- 0000- 6234	Pine County	0
		<b>Warrant # 2279 Total</b>	<b>6,748.66</b>	<b>Date 8/28/17</b>			
2280	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			-25.00	APP#2017- 002359 deposit	01- 122- 000- 0000- 5135	Bressler	0
			-30.00	APP#2017- 002359 deposit	03- 000- 000- 0000- 5855	Bressler	0
			150.00	Refund APP#2017- 002158	01- 122- 000- 0000- 6820	Curtis	0
			350.00	Refund APP#2017- 002210	01- 122- 000- 0000- 6820	Hahn- Beasley	0
			-200.00	APP#2017- 002358 deposit	01- 122- 000- 0000- 5135	Opitz	0
		<b>Warrant # 2280 Total</b>	<b>245.00</b>	<b>Date 8/28/17</b>			
2282	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			20.00	Med FSA Claims	01- 044- 904- 0000- 6360	38495598	0
		<b>Warrant # 2282 Total</b>	<b>20.00</b>	<b>Date 8/30/17</b>			
44870	13228	Hardrives, Inc. 14475 Quiram Drive Rogers, MN 55374- 9461					
			892,507.23	Partial Payment	03- 307- 000- 0000- 6262	20172	0
		<b>Warrant # 44870 Total</b>	<b>892,507.23</b>	<b>Date 8/2/17</b>			
44871	13713	Young Excavating PO Box 400 Hackensack, MN 56452					
			253,104.48	Partial Payment	03- 307- 000- 0000- 6262	20173	0
		<b>Warrant # 44871 Total</b>	<b>253,104.48</b>	<b>Date 8/2/17</b>			
44873	13713	Young Excavating PO Box 400 Hackensack, MN 56452					
			69,149.89	Partial Payment	03- 307- 000- 0000- 6262	20173	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>
		<b>Warrant # 44873</b>	<b>Total</b>	69,149.89	Date 8/23/17		
44874	170	Aitkin Motor Company 108 2ND ST NE AITKIN, MN 56431		12,900.00	2012 Black Ford Escape	01-043-000-0000-6620	#1FMCU9DG2CKI
		<b>Warrant # 44874</b>	<b>Total</b>	12,900.00	Date 8/24/17		0
107421	14500	Schumacher/Scott PO Box 458  Detroit Lakes, MN 56502		-400.00	- Redeposit 107421- not needed	05-430-710-3880-6057	
		<b>Warrant # 107421</b>	<b>Total</b>	400.00	Date 8/23/17		0
107493	6110	Lakes & Pines CAC, Inc 1700 MAPLE AVE E  MORA, MN 55051		-8,269.29	- Redeposit 107493- wrong amoun	05-430-745-3025-6020	
		<b>Warrant # 107493</b>	<b>Total</b>	8,269.29	Date 8/23/17		0
<b>Final Total...</b>				1,296,785.50	106	Transactions	

# Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	25,624.87	General Fund
3	1,215,465.38	Road & Bridge
5	7,219.76 -	Health & Human Services
9	61,485.19	State
10	130.00	Trust
19	839.16	Long Lake Conservation Center
21	460.66	Parks
	1,296,785.50	TOTAL



# Board of County Commissioners Agenda Request

26

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Agenda Item #

**Requested Meeting Date:** 9/12/2017

**Title of Item:** Application to repurchase tax-forfeited land - Rick & Kelly Olson

<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>  MN Statute 282.241 allows the previous owners of tax forfeited lands to apply to repurchase the property for back taxes, penalties and fees within 6-months of forfeiture.  Rick and Kelly Olson of Palisade, MN have made application to repurchase Plat of Palisade Lot 9 and 10 Block 5; which forfeited on 8/1/2017  The attached draft resolution contains the required provisions for application to repurchase and the required fee of \$11,014.36 has been submitted.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  <div style="height: 50px;"></div>		
<b>Recommended Action/Motion:</b> I recommend approval of the repurchase application as being in the best interest of Aitkin County.		
<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>		

By Commissioner: xx

20170912-0xx

**Repurchase Application - Olson**

**WHEREAS**, Rick J and Kelly J. Olson, the former owner has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Plat of Palisade – Lots 9 and 10 Block 5 Property ID – 60-1-008500

and, **WHEREAS**, said applicants have set forth in their application that:

a) a hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

The hardship and injustice are: While operating the business at 303 Main Street in Palisade there was an extreme financial collapse to the economy. While I (Kelly Olson) took day to day control of operating the business, my husband took care of our personal finances. He however lost his job and was laid off for two years. During this time our home went into default and we lost that. His only job opportunity came from the Twin Cities and we had no other choice of closing our business and relocating to the cities. It took almost two years for me to find a part-time position.

After 5 years of this property being on the market, and multiple times dropping the price down from the initial asking of \$235,000 to \$30,000. We were finally able to obtain a purchase offer. During the spring of 2013 we had an auction to pay our taxes; we sold on auction approx. (estimated value) of \$60,000 of equipment and only made approx. \$3,000 for this attempt to settle our debts. This was the last time we had any money to send towards our tax debt to Aitkin County.

We live day to day and paycheck to paycheck to afford our daily living expenses; and we will most likely never recover from this loss.

b) that the repurchase of said land by me will promote and best serve the public interest, because

After 5 years of the building being on the market, we finally received a purchase agreement for the building and are paying cash.

The family who has made this offer would like to put an establishment into this location as they understand that a good business structure helps the whole community.

c) Type of ownership you hold on the property:

At the time of this notice we are the owners of the property; originally we purchased it with a contract-for-deed on a 3 year term and satisfied this contract in 2008. We invested an additional \$75,000 in

upgrades and equipment. The upgrades remain, the equipment does not as it was sold in previously noted auction.

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

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

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

**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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of September 2017**

---

Jessica Seibert  
County Administrator

132747 / M 64551-V



4061 Lexington Av North  
Arden Hills, MN 55126  
800-908-BANK (2265)  
Bremer.com  
Agent for MoneyGram

Official Check

1218003557

Date: 08/23/2017

93-541/920

REMITTER: KELLY AND RICK OLSON

\$11,014.36

PAY TO THE AITKIN COUNTY  
ORDER OF

PAY TO THE ORDER OF  
ONLY ONE ONE ZERO ONE FOUR CTSCTS

DRAWER: MONEYGRAM PAYMENT SYSTEMS, INC  
P O BOX 9476 MINNEAPOLIS MN 55480  
DRAWEE: FIRST INTERSTATE BANK, BILLINGS, MT



*Kevin R. Zoch*

⑈ 1 2 1 8 0 0 3 5 5 7 ⑈ ⑆ 0 4 2 0 0 5 4 1 1 ⑆ 0 1 5 0 0 1 0 0 2 5 0 1 7 ⑈

To the Honorable Board of County Commissioners of  
Aitkin County, Minnesota

I, the undersigned owner-mortgagee-heir-representative of heirs Rick J. & Kelly J. Olson, at  
the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows,  
to-wit:

303 Main St  
Palisade, MN 56469  
Lots 9 & 10, block 5  
Sec 22 TWP 49.0 Rg 25 Lot Block Acres 00  
Property ID 60-1-008500

do hereby make application for the purchase of said parcel of land from the State of Minnesota, in accordance with  
the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land, I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons,  
to-wit:

Please See Attached explanation

(b) That the repurchase of said land by me will promote and best serve the public interest, because:

Please See Attached explanation  
Also, attached Purchase agreement

Kelly J. Olson and

Paul Olson

Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota  
County of Chisago

The foregoing instrument was acknowledged before me this 22nd day of August, 2017 by  
Kelly J. Olson and Rick J. Olson



Notarial Seal

[Signature]  
Signature of person taking acknowledgement



**(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:**

The hardship and injustice are: While operating the business at 303 Main Street in Palisade there was an extreme financial collapse to the economy. While I (Kelly Olson) took day to day control of operating the business, my husband took care of our personal finances. He however lost his job and was laid off for two years. During this time our home went into default and we lost that. His only job opportunity came from the Twin Cities and we had no other choice of closing our business and relocating to the cities. It took almost two years for me to find a part-time position.

After 5 years of this property being on the market, and multiple times dropping the price down from initial asking of \$235,000. to \$30,000. We were finally able to obtain a purchase offer. During the spring of 2013 we had an auction to pay our taxes; we sold on auction approx. (estimated value) of \$60,000 of equipment and only made approx. \$3,000 for this attempt to settle our debts. This was the last time we had any money to send towards our tax debt to Aitkin County.

We live day to day and paycheck to paycheck to afford our daily living expenses; and we will most likely never recover from this loss.

**(b) That the repurchase of said land by me will promote and best serve the public interest, because:**

After 5 years of the building being on the market, we finally received a purchase agreement for the building. (see attached copy of purchase offer & agreement) and are paying cash.

The family who has made this offer would like to put an establishment into this location as they understand that a good business structure helps the whole community.

**(c) Type of ownership you hold on the property:**

At the time of this notice we are owners of the property; originally we purchased it with a contract-for-deed on a 3 year term and satisfied this contract in 2008. We invested an additional \$75,000 in upgrades and equipment. The upgrades remain, the equipment does not as it was sold in previously noted auction.



# Board of County Commissioners Agenda Request

24

Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Set Unorganized Township Levies for 2018

<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*
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<b>Submitted by:</b> Kirk Peysar, County Auditor	<b>Department:</b> Auditor
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<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor	<b>Estimated Time Needed:</b> n/a
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**Summary of Issue:**

Set Unorganized Township Levies for 2018

Road and Bridge: Levies proposed to remain the same as 2017.

Fire Protection: Levies adjusted to reflect changes in fire protection contract services.

Cemetery: Levies proposed to remain the same as 2017.

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

**Recommended Action/Motion:**

Adopt 2017 levies for the unorganized townships.

**Financial Impact:**

Is there a cost associated with this request?     Yes     No

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

Is this budgeted?     Yes     No    *Please Explain:*

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

ADOPTED September 12, 2017

By Commissioner: xx

**20170912-0xx**

**2018 Unorganized Road & Bridge**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Road and Bridge purposes:

Unorg Township	
52-22	\$3000
45-24	\$2000
47-24	\$10000
52-24	\$1500
50-25	\$4000
51-25	\$0
52-25	\$4500
50-26	\$2000
48-27	\$5000
49-27	\$9000
50-27	\$0
51-27	\$0
52-27	\$3500

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12th day of September 2017

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

Unorganized Township Road & Bridge Fund

September 5, 2017

Township	2016 Expense	2017 Levy	Current Balance	Proposed 2018
52-22	\$2,667.50	\$3,000	\$58,827.97	\$3,000
45-24	\$15,277.22	\$2,000	\$40,450.88	\$2,000
47-24	\$13,202.85	\$10,000	\$12,799.54	\$10,000
52-24	\$2,660.00	\$1,500	\$104,542.01	\$1,500
50-25	\$4,412.50	\$4,000	\$53,315.46	\$4,000
51-25	\$280.00	\$0	\$53,038.00	\$0
52-25	\$2,575.94	\$4,500	\$45,016.07	\$4,500
50-26	\$1,030.00	\$2,000	\$61,811.64	\$2,000
48-27	\$5,904.27	\$5,000	\$28,172.94	\$5,000
49-27	\$15,254.22	\$9,000	\$36,623.97	\$9,000
50-27	\$760.00	\$0	\$79,445.97	\$0
51-27	\$1,152.20	\$0	\$67,496.75	\$0
52-27	\$5,360.00	\$3,500	\$42,252.86	\$3,500
Totals:	\$70,536.70	\$44,500	\$683,794.06	\$44,500

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

ADOPTED September 12, 2017

By Commissioner: xx

**20170912-0xx**

**2018 Unorganized Fire Protection**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Fire Protection purposes:

Unorg Township	
52-22	\$12000
51-22	\$150
45-24	\$650
47-24	\$2000
52-24	\$1400
50-25	\$1600
51-25	\$300
52-25	\$2700
50-26	\$1600
48-27	\$5000
49-27	\$5500
50-27	\$350
51-27	\$1200
52-27	\$3000

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

**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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of September 2017**

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

Unorganized Township Levies-Fire Fund

September 5, 2017

<u>Served By</u>	<u>Township</u>	<u>2017 Prop Levy</u>	<u>2017 Expense</u>	<u>Current Balance</u>	<u>2018 Proposed Levy</u>	<u>2018 Budget</u>
Jacobson	52-22	9,500.00	\$10,719.12	\$7,556.31	\$12,000.00	\$10,719.12
Jacobson	51-22	150.00	\$130.03	\$724.66	\$150.00	\$130.03
McGrath	45-24	600.00	\$502.63	\$525.95	\$650.00	\$502.63
McGregor	47-24	1,800.00	\$1,737.72	\$3,538.57	\$2,000.00	\$1,904.68
Jacobson	52-24	1,400.00	\$1,209.30	\$2,989.02	\$1,400.00	\$1,209.30
Palisade	50-25	1,600.00	\$1,393.00	\$2,751.69	\$1,600.00	\$1,436.00
Palisade	51-25	225.00	\$218.00	\$844.71	\$300.00	\$261.00
Hill City	52-25	1,500.00	\$1,360.10	\$4,017.53	\$2,700.00	\$2,660.36
Palisade	50-26	1,600.00	\$1,394.00	\$2,252.39	\$1,600.00	\$1,437.00
Aitkin	48-27	3,500.00	\$2,311.35	\$3,369.74	\$5,000.00	\$4,014.45
Palisade	49-27	5,500.00	\$4,600.00	\$6,006.61	\$5,500.00	\$4,643.00
Palisade	50-27	300.00	\$264.00	\$590.51	\$350.00	\$307.00
Hill City	51-27	1,000.00	\$937.79	\$2,174.22	\$1,200.00	\$980.81
Hill City	52-27	2,200.00	\$2,024.62	\$3,229.85	\$3,000.00	\$2,846.26
Total:		30,875.00	\$28,801.66	\$40,571.76	\$37,450.00	\$33,051.64

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

**ADOPTED September 12, 2017**

By Commissioner: xx

**20170912-0xx**

**2018 Unorganized Cemetery**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2018 for Cemetery (Revenue):

Unorganized Township Cemetery:

Shovel Lake Cemetery

51-27	\$600
52-27	\$600

Hebron Cemetery

50-25	\$1,500
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Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting**

**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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of September 2017**

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



# Board of County Commissioners Agenda Request

21  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Approve Government Center Expansion EAW

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  An Environmental Assessment Worksheet is required for the Government Center Expansion Project in accordance with MN Statute 4410.1500-4410.1700. The assessment have been completed, published, and reviewed by the EAW committee. Attached is the Findings of Fact and Record of Decision for Board approval.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve EIS Record of Decision		
<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 type="checkbox"/> No <i>Please Explain:</i>		



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

ADOPTED September 12, 2017

By Commissioner: xx

**20170912-0xx**

**EAW Record of Decision – Aitkin County Government Center Expansion Project**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Record of Decision for the Aitkin County Government Center Expansion Project, noting that an Environmental Impact Statement is not required for the project.

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 12<sup>th</sup> day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12<sup>th</sup> day of September 2017**

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

## **RECORD OF DECISION**

In the Matter of the Determination  
Of Need for an Environmental  
Impact Statement for the Aitkin County  
Government Center Expansion  
Aitkin County, Minnesota.

## **FINDINGS OF FACT, CONCLUSIONS, AND ORDER**

### **FINDINGS OF FACT**

- 1) The Aitkin County Road & Bridge Department prepared an Environmental Assessment Worksheet (EAW) for the proposed Aitkin County Government Center Expansion pursuant to Minnesota Rules 4410.1500.
- 2) The EAW was filed with the Environmental Quality Board (EQB) and notice of its availability was published in the EQB Monitor on July 24, 2017. A copy of the EAW was sent to all persons on the EQB Distribution List, and a copy was available for review in the Aitkin County Administration Office. A press release announcing the availability of the EAW was published in the Aitkin Independent Age newspaper.
- 3) The 30 day EAW public review and comment period began July 24, 2017 and ended August 23, 2017.
- 4) The EAW is incorporated by reference into this Record of Decision on the Determination of Need for an Environmental Impact Statement.
- 5) The proposed project consists of three distinct activities: demolishing the circa 1915 jail building, constructing a county government center building on the site of the existing building and interior remodeling of the existing 1929 courthouse building to better accommodate the courts and justice functions.
- 6) During the 30 day public review and comment period, the Aitkin County Administration Department received written comments on the EAW from the Minnesota Pollution Control Agency and Brian Napstad.
- 7) The following comments were submitted by Karen Kromar of the Minnesota Pollution Control Agency:
  - A. The Mississippi River is considered a Special Water and is listed as impaired for turbidity. The Special Water designation and impairment will dictate additional increased stormwater treatment during construction and require additional increased permanent treatment post construction. The Project proposer should determine that compliance with these increased stormwater water quality treatments can be achieved on the Project site or elsewhere.

**Ms. Kromar, MPCA:**

The Project will be designed and constructed in compliance with the Minnesota Pollution Control Agency National Pollutant Discharge Elimination System Permit No. MN R100001 including additional permit requirements based on proximity to the impaired water of the Mississippi River. The site plan will be designed to minimize additional impervious surface created by the project. The Stormwater Pollution Prevention Plan will include the use of various best management practices to minimize the amount of stormwater leaving the site and will also include provisions for permanent stormwater treatment.

8) The following are comments submitted by Brian Napstad, Aitkin County resident:

- A) Section b)ii needs to inform the public of the flooding of public infrastructure which occurs with the present amount of impervious surface. The cause of that flooding, and the on-site/off-site mitigation measures which will be required to mitigate an increase in impervious surface.

**Mr. Napstad:**

Stormwater from the existing site is collected by storm sewer inlets at the intersection of 1<sup>st</sup> Street NW and 3<sup>rd</sup> Avenue NW and discharged through the City of Aitkin's storm sewer system. Due to the deficiency of the storm sewer system in this area, public streets in the vicinity of this intersection currently become flooded during heavy rain events. Improvements to the storm sewer system are needed to increase the capacity of the system to reduce the frequency, magnitude, and duration of flooding.

Although the final site plan for the proposed project is not yet completed, the volume of storm water collected at this intersection is likely to increase due to increased impervious surface area created by the project. Options being considered to address the storm water flooding at this area include stormwater retention and capacity improvements of the existing storm water system.

## **CONCLUSIONS**

- 1) The Aitkin County Administration Department has fulfilled all the procedural requirements of law and rule applicable to the need for an Environmental Impact Statement on the proposed Aitkin County Government Center Expansion.
- 2) The identified environmental effects of the project are minor and /or temporary.
- 3) There are no elements of the project that pose the potential for significant environmental effects that cannot be addressed through permit and regulatory processes.
- 4) Based on consideration of the criteria and factors specified in the Minnesota Environmental Review Program Rules to determine whether a project has the potential for significant environmental effects, and on the finding and record in this matter, Aitkin County determines that the proposed Aitkin County Government Center Expansion does not have the potential for significant environmental effects.

- 5) An Environmental Impact Statement on the Aitkin County Government Center Expansion in Aitkin County is not required.
- 6) That any Findings that might properly be termed Conclusions and any Conclusions that might properly be termed Findings are hereby adopted as such.

## ***ORDER***

Based on the above Findings of Fact and Conclusions:

Aitkin County determines that an Environmental Impact Statement is not required for the Aitkin County Government Center Expansion

Dated this 12th day of September, 2017.

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Mark Wedel  
Chair Person, Aitkin County  
Board of Commissioners  
Aitkin County, Minnesota



# Board of County Commissioners Agenda Request

25  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** CVSO Operation Enhancement Grant

<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> Penny Harms		<b>Department:</b> Veterans Services
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Aitkin CVSO is again eligible for the MN DVA grant in the amount of \$10,000.  The purpose of this grant is to enhance the operations of the Aitkin County Veterans Service Office. The grant can be used for expenses for outreach, marketing, transportation and office equipment.  Please adopt the attached resolution.		
<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 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>		

By Commissioner: xx

20170912-0xx

County VSO Operational Enhancement Grant Program

**BE IT RESOLVED** by **Aitkin County** that the County enter into the **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following project: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This grant should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED** by **Aitkin County** that the County Veterans Service Officer, **Penny Harms**, be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

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 12<sup>th</sup> day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12<sup>th</sup> day of September 2017

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

STATE OF MINNESOTA  
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

COUNTY VETERANS SERVICE OFFICE OPERATIONAL ENHANCEMENT GRANT PROGRAM

GRANT AGREEMENT

This Grant Agreement is between the State of Minnesota, acting through its Commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and **AITKIN COUNTY**, 217 2nd St. NW, Room 130, , Aitkin, MN, 56431 ("Grantee").

**Recitals**

1. Under Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2, the State is empowered to enter into this grant.
2. The State is in need of enhancing the operation of the County Veterans Service Offices (CVSO). This grant must be used to enhance the operations of the Grantee's CVSO under Minnesota Statutes §197.608, Subdivision 4(a), and should not be used to supplant or replace other funding.
3. The Minnesota Legislature has funded grants to the counties through MDVA for many years. The established practice has been to provide advanced payments of the full grant amount to the Grantee. This has been done to ensure that the counties have sufficient funds available to conduct programming and complete the tasks required by the grants. These counties often have limited cash reserves and do not have the financial capabilities to make grant expenditures first and wait for reimbursements from the State. MDVA is confident that the Grantee will be able to account for the grant funds and abide by the terms of the Grant Agreement, based on their past performance.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

**Grant Agreement**

**1. Term of Grant Agreement**

- 1.1 **Effective date:** July 1, 2017 or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per, Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant agreement is fully executed. The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work except as permitted by Minnesota Statutes §16B.98, Subdivision 11.
- 1.2 **Expiration date:** June 30, 2018, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms:** The following clauses survive the expiration or cancellation of this Grant Agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

**2. Grantee's Duties**

The Grantee, who is not a state employee, will:

- 2.1 Comply with required grants management policies and procedures set forth through Minn. Stat. §16B.97, Subd. 4 (a) (1).

- 2.2 Conduct this grant only as authorized under Minnesota Statute 197.608, Subd.5. This grant must not be used to supplant any existing funding, or to duplicate any programs or services available to Veterans from other agencies or organizations.
- 2.3 Conduct the CVSO Operational Enhancement Grant Program (“Program”) by purchasing one, or more, of the allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved for Fiscal Year 2018, identified as Attachment A, which is attached and incorporated into this Grant Agreement.
  - 2.3.1 If the Grantee wishes to purchase a good or service not listed on the approved items list of the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A, they must submit an email request to the MDVA State Authorized Representative listing the item, the estimated cost, and how the item will benefit county Veterans. The item may only be purchased with grant funds upon receipt of written approval from MDVA State Authorized Representative.
- 2.4 Comply with the requirements as specified in the MDVA Grants Manual (Rev. 3), Attachment B, which is incorporated into this grant agreement by reference and available on the MDVA Website – Grants Page: [http://mn.gov/mdva/resources/federalresources/grants/.](http://mn.gov/mdva/resources/federalresources/grants/) In the event that any provision of the MDVA Grants Manual (Rev. 3), Attachment B is not consistent with any language of the grant agreement, then the terms of this grant agreement supersede the inconsistent provision.
- 2.5 Upon executing the grant agreement, the Grantee must:
  - 2.5.1 Submit to the State Authorized Representative for approval a proposed Work Plan and Budget Expenditure Spreadsheet, in Excel format, an example of which is shown in Attachment C. The Workplan (Section One) must be a brief narrative paragraph providing background and context for the *proposed* Budget Expenditure Spreadsheet (Section Two). The Grantee must submit Attachment C to the State Authorized Representative consistent with the requirements specified in the MDVA Grants Manual (Rev. 3), Attachment B.
  - 2.5.2 Submit to the State Authorized Representative the current annual County Budget for the County Veterans Service Office Operational Enhancement Program to MDVA along with the signed FY2017 Grant Agreement at the beginning of the grant period (Ref: Attachment E – CVSO County Budget Example.) This grant is to be used only as authorized under Minnesota Statute 197.608, Subd.5.
  - 2.5.3 Submit to the State Authorized Representative page 1 of the Conflict of Interest Disclosure Form incorporated in the MDVA Grants Manual (Rev. 3). If at any time during administering the grant, a personal or professional Conflict of Interest situation becomes apparent, the Grantee shall disclose that conflict immediately to the State Authorized Representative in writing as provided for in the MDVA Grants Manual (Rev. 3), Attachment B to determine if corrective action is necessary.



- 2.6 Upon the conclusion of this Project, the Grantee must submit to the State Authorized Representative a Final Report and Budget Expenditure Spreadsheet, Attachment D, in Excel format, a sample of which is attached and incorporated into this grant agreement. The Final Report (Section One) must be a brief narrative paragraph providing background and context for the *actual* budget expenditures listed on the Budget Expenditure Spreadsheet (Section Three). Section Two – CVSO Metrics must also be completed. The Grantee must submit the Final Report, CVSO Metrics and Budget Expenditure Spreadsheet to the State Authorized Representative consistent with the requirements specified in the MDVA Grants Manual (Rev. 3), Attachment B in sufficient detail and to the satisfaction of the State, in order to account for all grant funds expended.
- 2.7 In the event that any provision of the Grantee’s charter or mission, incorporated into this Grant Agreement by reference, is not consistent with any portion of the Grant Agreement, then the terms of this Grant Agreement supersede the inconsistent provision.
- 2.8 Allow the State, at any time, to conduct periodic site visits and inspections to ensure work progress as specified in the MDVA Grant Manual (Rev. 3), Attachment D including a final inspection upon grant completion.

### 3. Time

The Grantee must comply with all the time requirements described in this Grant Agreement. In the performance of this Grant Agreement, time is of the essence.

### 4. Consideration and Payment

4.1 **Consideration.** Consideration for all services performed by Grantee pursuant to this Grant Agreement shall be paid by the State as follows:

- 4.1.1 **Compensation.** The Grantee will be paid an Advanced Payment lump sum of **\$10,000.00** and must utilize funds for allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved for Fiscal Year 2017, Attachment A.
- 4.1.2 **Travel Expenses.** Travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this Grant Agreement is an allowable expense. The total Travel Budget may comprise all or a portion of the Total Obligation referenced in Section 4.1.3 below. The Grantee will report all travel-related expense on the Travel Log, (as provided in the MDVA Grant Manual (Rev. 3), Attachment B in no greater amount than provided in the current "Commissioner’s Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB).

Travel and subsistence expenses incurred outside Minnesota in neighboring States is allowed, when necessary for the accomplishment of routine tasks (e.g. transporting Veterans to medical appointments, attending conferences etc.) related to the CVSO work.

- 4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this Grant Agreement will not exceed **\$10,000.00, (Ten Thousand Dollars and No Cents).**

## **4.2 Payment**

- 4.2.1 **Invoices.** The State will promptly pay the Grantee an Advance Payment lump sum payment as specified in Clause 4.1.3 upon execution of this Grant Agreement.
- 4.2.2 **Eligible Costs.** In order to be eligible for grant funds, costs must be reasonable, necessary, and allocated to the grant, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2 and this Grant Agreement.
- 4.2.3 **Unexpended Funds.** If the work specified in the Grantee's Duties is not completed, or is completed without expending the budgeted total of MDVA grant funds, the Grantee shall apply MDVA grant funds towards the total cost properly expended on the Tasks specified in the Grantee's Duties, and shall promptly return to the MDVA any funds greater than \$25.00 not so expended. All advance payments on the grant must be reconciled within 12 months of issuance or within 60 days of the end of the grant period, whichever comes first.

## **4.3 Contracting and Bidding Requirements**

All Contracting and Bidding quotes must be documented in writing and submitted to the State Authorized Representative on the "Contracting and Bidding Log" as specified in the MDVA Grants Manual (Rev. 3). Attachment B.

- 4.3.1 Any services and/or materials that are expected to cost \$25,000 or more must undergo a formal notice and bidding process.
- 4.3.2 Any services and/or materials that are expected to cost between \$10,000 and \$24,999 must be scoped out in writing and offered to a minimum of three (3) bidders.
- 4.3.3 Any services and/or materials that are expected to cost between \$5,000 and \$9,999 must be competitively based on a minimum of three (3) verbal quotes.
- 4.3.4 Support documentation of the bidding process utilized to contract services must be included in the Grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
- 4.3.5 For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

## **5. Conditions of Payment**

All services provided by the Grantee under this Grant Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment, or will return payment already received, for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law. The Grantee will be bound by the MDVA Grant Manual, (Rev. 3), Attachment B as provided by the State.

## 6. Authorized Representative

The State's Authorized Representative is **Liz Kelly**, Grants Specialist, Minnesota Department of Veterans Affairs, Veterans Service Building, 20 West 12<sup>th</sup> Street, St. Paul, Minnesota 55155, 651-201-8225, [liz.kelly@state.mn.us](mailto:liz.kelly@state.mn.us) or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Agreement.

The Grantee's Authorized Representative is **Penny Harms**, CVSO, Aitkin County, 217 2nd St. NW, Room 130, Aitkin, MN, 56431, (218) 927-7320, [penny.harms@co.aitkin.mn.us](mailto:penny.harms@co.aitkin.mn.us), or his/her successor. If the Grantee's Authorized Representative changes at any time during this Grant Agreement, the Grantee must immediately notify the State.

## 7. Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this Grant Agreement without the prior written consent of the State, approved by the same parties who executed and approved this Grant Agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this Grant Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Grant Agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this Grant Agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This Grant Agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this Grant Agreement, whether written or oral, may be used to bind either party.

## 8. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this Grant Agreement.

## 9. State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this Grant Agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

## 10. Government Data Practices and Intellectual Property

- 10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Grant Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this Grant Agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give

the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

## 10.2 **Intellectual Property Rights**

10.2.1 **Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents *created and paid for under this Grant Agreement*. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Grant Agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this Grant Agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Grantee upon completion or cancellation of this Grant Agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the works and the documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

## 10.2.2 **Obligations**

10.2.2.1 **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this Grant Agreement, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs,

and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

### **11. Workers' Compensation**

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

### **12. Publicity and Endorsement**

12.1 **Publicity.** Any publicity regarding the subject matter of this Grant Agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Grants Specialist. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Grant Agreement.

All projects primarily funded by state grant appropriation must publicly credit the Minnesota Department of Veterans Affairs, and list MDVA as a Sponsor on the Grantee's website when practicable.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

### **13. Governing Law, Jurisdiction, and Venue**

13.1 Minnesota law, without regard to its choice-of-law provisions, governs this Grant Agreement. Venue for all legal proceedings out of this Grant Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

### **14. Termination**

14.1 **Termination by the State.** The State may immediately terminate this Grant Agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this Grant Agreement if the State finds that there has been a failure to comply with the provisions of this Grant Agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed. If the Grantee does not commence the grant project within six (6) months of the effective date of this

Grant Agreement, as evidenced by the incurrence of documented expenses for eligible grant costs, then this Grant Agreement shall be reviewed by MDVA, and may be terminated and the funds returned to MDVA to be reallocated.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this Grant Contract if:

14.3.1 It does not obtain funding from the Minnesota Legislature;

14.3.2 Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

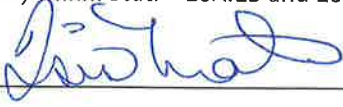
## 15. Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

**APPROVED:**

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16C.05 Subd. 2 (a) (3).*

Signed: 

Date: 7/13/17 3-31206

**3. STATE AGENCY**

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

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

SWIFT Contract/PO No(s). \_\_\_\_\_


**2. GRANTEE – Aitkin County**

*The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

By: 

Title: CVSD

Date: 9-5-17

**Distribution:**

Agency

Grantee

State's Authorized Representative

## ATTACHMENT A CVSO Grant - Items Approved/Disapproved – FY2018

Minnesota Statute § 197.608, as amended, provides that this grant may be utilized for the following general purposes.

- To provide outreach to the county's veterans.
- To assist in the reintegration of combat veterans into society.
- To collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.
- To reduce homelessness among veterans.
- To enhance the operations of the county veterans service office.

Only the items approved on this form are authorized for purchase using grant funds. The MDVA will seek recovery from your county for any items not on this list that have been purchased with grant funds.

*Expenses must be incurred before the end of the grant period (June 30, 2018)*

### EQUIPMENT & SUPPLIES

<b>Monitors and Dual monitor video cards</b>	<b>Teleconferencing equipment</b>
<b>Laptops/Tablet PC's/I-Pad (including accessories)</b>	<b>Paper shredders or shredding contracts</b>
<b>Personal computers - Desktop</b>	<b>TV /DVD combinations</b>
<b>Printers/Scanners</b>	<b>Mobile broadband data access device/Hotspot</b>
<b>Phone &amp; Internet Service/Cellular Phones/ Smart Phones</b>	<b>Fax machines and installation of initial phone line</b>
<b>Photo copiers (or 12 month lease) (Including user maintenance agreements.)</b>	<b>Digital Cameras</b>
<b>Digital Video Recorders</b>	<b>Digital Projectors – LCD/DLP</b>
<b>Office Furniture</b> that <i>is necessary</i> and is directly related to *new/increased staffing (desk, chair, cubicles, etc.).  * Locking filing cabinets OK anytime  Note: New staff expenses may also be applied to CVSO grant in subsequent years	<b>Office Furniture</b> that <i>is necessary</i> and is directly related to computerization and organization efforts (required furniture for newly purchased equipment such as computer desk, printer stand, scanner table, etc. or other items to increase organization like filing cabinets, etc.).  <b>Office Supplies</b> related to administering the CVSO grant (e.g. copy paper, toner cartridges, ink cartridges, etc.).
<b>Headsets – Phone ONLY</b>	<b>Label printers and supplies</b>

### SOFTWARE & COMPUTER TRAINING

<b>Webinars</b>	<b>Trainings</b> (Microsoft Office – WORD, Excel) etc.
<b>Veterans Information/Case Management Systems and Software</b> (Including user maintenance agreements.)	

### MARKETING

<b>*Marketing expenses</b> (Display boards, TV airtime and newspaper ads, radio airtime, billboards, CVSO shirts & jackets ( <i>every ad must reference LinkVet and include the logo, phone # or web address</i> ))	<b>Publicity Items</b> ( <i>Magnets, Brochures, Challenge Coins – must include reference to LinkVet inc. phone # or web address</i> ) up to a maximum of <b>15% of the annual CVSO grant amount.</b> (e.g. Total Grant Amount \$7,500 = \$1,125 publicity items.)
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**\*Maximum of \$500.00 for CVSO staff clothing and \$25.00 each maximum for giveaway items without prior approval.**



## VETERANS SERVICES

<p><b>Expenses related to the goal of reducing Veteran homelessness</b> <i>(Must be pre-approved)</i></p>	<p><b>Staff expenses for new/increased staff or to fund staff that were previously hired utilizing this grant</b> that provide direct services to veterans.</p>
<p><b>Training at local colleges</b> – Includes all staff in CVSO Office and must relate to the position of CVSO. <i>(Must be pre-approved)</i></p>	<p><b>Travel expenses</b> related to MACVSO / MDVA/ USDVA sponsored training events. <i>(Including transportation, lodging and registration fees)</i></p>
<p><b>Transportation expenses</b> related to the transport of Veterans needing to access their benefits <i>(Including van/vehicle purchases/lease for this primary purpose, maintenance, fuel, etc.)</i></p>	<p><b>Required NACVSO Accreditation/CEU/CVA Training</b> – Must provide a “Certificate of Completion” after training. <i>(Transportation, Lodging and Registration)</i></p>
<p><b>Medical Expenses</b> to pay for 2<sup>nd</sup> opinions on previously denied VA disability claims.</p>	<p><b>“Outreach” Expenses</b> such as benefits fairs, town halls and seminars <u>are</u> allowed however the primary purpose of the event must be to provide information about Veterans benefits. <i>Refreshments &amp; food over \$500.00 must be pre-approved)</i></p>
<p><b>Expenses related to the reintegration of returning service members</b> <i>(Including travel expenses to official reintegration events)</i></p>	<p><b>TRAINING</b>  <b>* NACVSO Accreditation/CEU/CVA Training</b> – Must provide a “Certificate of Completion” after training. <i>(Transportation, Lodging and Registration)</i>   <b>*Training at local colleges</b> – Includes all staff in CVSO Office and must relate to the position of CVSO/ACVSO. <i>(Must be pre-approved)</i>   <b>Admin Staff Training</b> MACVSO Assistant and Secretaries Conference   <i>* Allowed for CVSOs and ACVSOs who are qualified under <u>MS 197.601</u>.</i></p>
<p><b><u>Veteran Medallion Samples (VA Marker)</u></b> (three sizes) to display in the office  <b><u>Veteran Cemetery Markers/Flag Holders</u></b> <i>(Replacement of damaged/stolen MDVA supplied)</i>  <b><u>Veteran Cemetery Markers/Flag Holders</u></b> <i>(New for Veterans not eligible for MDVA supplied)</i></p>	<p><b>Employee Meals related to official travel for required training are allowable</b> as specified in Chapter 15 – Expense Reimbursement per the State of Minnesota “Commissioner’s Plan” located at <a href="http://www.mn.gov/mmb">www.mn.gov/mmb</a> Website.</p>
<p><b>Expenses related to the collaboration with other social service agencies</b>, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.</p>	
<p><i>Note: A detailed Account Activity Statement including 1) Veteran Name, 2) Total Dollars, 3) Payee info and 4) Description is required for the Final Closeout Report.</i></p>	

**Also Approved:**

- Reference materials (medical dictionaries, VA rules and regulations manuals, etc.).
- Up to one year of extended warranties/extended maintenance contracts on equipment and related software purchased during this grant cycle ONLY.
- Payments made to a third party on behalf of a veteran, their survivors or their dependents, such as mortgage, rent, auto loans, insurance, credit cards, etc. with prior State approval.

**\*NOTE: The maximum purchase price for certain items does NOT include tax or shipping charges.**

**Items Not Approved:**

- Direct cash assistance payments to Veterans, their survivors or dependents.
- Donations (includes contributions to organizations that “advertise” donors

## Attachment B

**MDVA Grant Manual Rev. 3** (available on the MDVA Website - Grants Page:  
<https://mn.gov/mdva/resources/federalresources/grants/>)

# Attachment C – Section One

A

B

C

D

1 **CVSO Workplan & *proposed* Budget Expenditures Spreadsheet**

2 **County Name:** \_\_\_\_\_

3 **CVSO Authorized**

**Representative Name:** \_\_\_\_\_

4 **Project Name:**

**County Veterans Service Office Operational Enhancement Grant Program**

5 **Legal Citation:**

6 **Period Covered by Request: FY2018 (July 1, 2017 - June 30, 2018)**

7 **SECTION ONE - Workplan**

8 Please provide describe how the grant, including background and context (e.g. gaps in County funding, changes in Veteran population etc.)

9

Sample

10 **SECTION TWO - *proposed* Budget Expenditures Spreadsheet**

11 Instructions:

12 Column B - Enter your proposed Budget Items

13 Column C - Enter your *estimated*

14 Column D - Subtotal by Budget

**Budget Definitions**

**Administration:** In general, administration is defined as: general expenses such as the director's office, accounting, personnel, information management, and all other types of expenditures not included under the categories below. Do not include staff costs for case management or supervision of case management staff, or space/facility costs, unless incurred for a non-program specific purpose.

**Operations:** Costs associated with the operation of the organization. Examples include rent, utilities, travel, marketing, etc. If this is a supportive services only project, operations/space costs are those incurred to pay for the space where supportive services are provided.

**Support Services:** Costs associated with staff who provide case management and other support services to program participants, or management staff when involved in direct supervision of support services staff. Support services costs also include direct aid to participants, including transportation or costs associated with assisting participants.

15

16 **Table I - Budget**

17 *The proposed Budget Expenditure Spreadsheet is pre-programmed to calculate totals.*

	Budget Category	Budget Item (e.g. Publicity, Travel)	Budget Amount	Sub-Total (by Budget Category)
18 19 20 21	<b>ADMINISTRATION</b>			
22				\$ -
23 24 25 26	<b>OPERATIONS</b>			
27				\$ -
28 29 30	<b>SUPPORT SERVICES</b>			\$ -
31	<b>Column Total</b>		\$ -	\$ -

## Attachment D – (Sections One & Two)

	A	B	C	D	E
1	<b>CVSO Final Report and Budget Expenditure Report</b>				
2	Grantee's Name: _____				
3	CVSO's Name: _____				
4	Project Name: <u>County Veterans Service Office Operational Enhancement Grant Program</u>				
5	Legal Citation: Period Covered				
6	by Request: <u>FY2018 (July 1, 2017 - June 30, 2018)</u>				
7					
8	<b>SECTION ONE - CVSO Progress Report/Summary Statement</b>				
	<b>Grant Expenditure Summary Statement</b>				
	In 1-2 paragraphs, please describe the background/context for this years' CVSO grant expenditures. For instance:				
	<ul style="list-style-type: none"> <li>• Do grant expenditures address a particular "gap" in services unique to your County?</li> <li>• Are grant expenditures related to new programming this year?</li> <li>• Has the County Veteran population changed?</li> </ul>				
9					
10					
11					
12	<b>SECTION TWO - CVSO Metrics</b>				
13	1. Total number of Full-time (% FTE) CVSO Staff (filled): _____				
14	2. Total number of Full-time ( % FTE) CVSO Staff (open): _____				
15	3. Total County CVSO Program Budget: _____				
16	4. Total Number Veteran/Family Office Visits: _____				
17	5. Total Number Veteran/Family Outreach Visits: _____				

## Attachment D – (Section Three)

Table I - Original Budget SAMPLE.			
Budget Category	Budget Item (e.g. Publicity, Travel etc.)	Budget Amount (Original)	Budget Category Sub-Total
ADMINISTRATION	NEW CVSO Salary Expense	\$ 2,500.00	\$ 3,060.00
	Photo Copier Lease	\$ 560.00	
OPERATIONS	Advertising	\$ 1,575.00	\$ 2,780.00
	Equipment	\$ 421.00	
	Conference	\$ 784.00	
SUPPORT SERVICES	Veteran Events	\$ 1,660.00	\$ 1,660.00
Column Total		\$ 7,500.00	\$ 7,500.00

Table II - Budget Expenditures Spreadsheet (FY2018) SAMPLE				
Budget Category	Budget Item	*Page #	Itemized Expenditures (e.g. Receipts)	TOTAL EXPENDITURES by Budget Item
		FY2018		Total
ADMINISTRATION	NEW CVSO Salary Expense	4 - 8	\$ 2,815.00	\$ 3,293.32
	Photo Copier Lease	9 - 12	\$ 478.32	
OPERATIONS	Advertising - Star Tribune	13-16	\$ 543.00	\$ 3,114.80
	Advertising - Pioneer Press	17 - 21	\$ 389.12	
	Equipment (iPhone)	22 - 24	\$ 689.25	
	Conference (Cmdr Task Force)	25	\$ 86.94	
	Conference (Computer training)	26 - 30	\$ 386.68	
	Conference (NACVSO Conf. Deposit)	31	\$ 146.52	
	Conference (NACVSO Conf.)	32 - 38	\$ 873.29	
SUPPORT SERVICES	Veteran Events (Aug 16 - refreshments)	39 - 41	\$ 350.00	\$ 851.26
	Veteran Events (Nov 4 - Conference Center)	42 - 46	\$ 501.26	
Column Total			\$ 7,259.38	\$ 7,259.38
Amount Owed to the State			\$ (240.62)	

# Attachment E

## County Budget EXAMPLE - County Veteran Service Office Program

Print Date: 06/10/2018 11:11 AM

County of  
Revenue and Expense by Unit - Budget Vs Actual for FY 2018  
Thru Period: 3/2018

Page 1 of 3

Fund	Dept.	Unit	RN	SFY	NTR	Current Month		Year To Date		Budget	Actual	Percent
						Encumbrances	Expended	Encumbrances	Expended			
<p><b>Dept. 0300 - Human Services Dept</b></p> <p style="text-align: center;"><b>Dept. 0301 - VETERANS SERVICES</b></p> <p style="text-align: center;"><b>Unit: 1992 - Veterans Services</b></p>												
Expenses	Appr. AA1	Salaries & Benefits										
0110	Full-Time Salaries					200,092.00	200,092.00	545,254.21	545,254.21	519,715	543,461.30	104.56%
0113	Overtime Salaries									50	50.00	1.00%
0114	On-Call									40	40.00	1.00%
0120	Vacation					87,451.79	87,451.79	10,240.13	86,281.63	125,500	125,500.00	100.00%
0121	Holiday									40	40.00	1.00%
0122	Sick Leave					5443.04	5443.04	11,070.39	11,070.39	40	40.00	1.00%
0124	Major Loss-Productive									50	50.00	1.00%
0129	Employee Reassignment									10	10.00	1.00%
0130	Sundry Expense Subtotal					223,458.79	223,458.79	254,714.49	254,714.49	145	145.00	100.00%
0190	Life Insurance							1593.74	1593.74	9770	90,620	84.13%
0191	Health Insurance					41,351.00	41,351.00	111,733.50	111,733.50	122,564	220,951.04	84.65%
0192	Post-Country Share					51,228.73	51,228.73	34,240.12	34,240.12	116,027	110,162.09	94.89%
0198	Other Post-EMP Benefits					41,230.67	41,230.67	54,241.45	54,241.45	15,232	110,000.51	72.19%
0199	Benefits Administration									12,417	47,417.50	100.00%
0199	Other Insurance					175.00	175.00	553.20	553.20	1,174	11,274.29	100.00%
0199	LT/Continuity Ins							345.27	345.27	11,219	11,938.06	87.07%
										504	3260.00	89.62%
	Appr AA1 Total:					500	500,000.00	1,318,651.81	1,318,651.81	1,282,519	1,276,384.32	94.27%
Expenses	Appr AA2	Charges & Services										
0206	Mail Development							11,372.44	11,372.44	23,220	11,071.56	88.27%
0211	Telephone & Communications					1,120.81	1,120.81	5434.10	5434.10	27,700	11,265.30	75.73%
0220	Printing & Reproduction					5200.24	5200.24	39,272.73	39,272.73	32,300	52,884.27	81.43%
0222	Maintenance & Repairs							320.50	320.50	450	450.00	100.00%
0227	Equipment Repair & Maintenance							568.50	568.50	350	1160.00	27.19%
0231	Insurance							11,213	11,213	17,850	11,000.00	100.00%
0232	Office Supplies & Stationery					1,182.34	1,182.34	4497.02	4497.02	11,055	11,423.88	94.51%
0241	Travel & Per Diem					1,110.72	1,110.72	21,113.72	21,113.72	11,300	17,010.28	80.52%
0241	Gasoline Rental & Other Fuel									500	2500.00	100.00%
0242	Other Office Repairs & Maint					2232.79	2232.79	8000.18	8000.18	13,353	10,719.82	80.31%
	Appr AA2 Total:					500	500,000.00	14,297.16	14,297.16	112,083	112,083.04	84.51%
0290	Furniture & Equipment									10	10.00	1.00%
0291	Capital Expenditure									70	70.00	1.00%
	Appr AA3 Total:					500	500,000.00	14,367.32	14,367.32	80	80.00	1.00%
Expenses	Appr AA4	Travel & Transportation										
0110	Full-Time Salaries					44,166.50	44,166.50	118,750.21	118,750.21	329,701	347,130.06	78.17%
0113	Overtime Salaries							587.88	587.88	10	10.00	1.00%
0114	On-Call					3421.50	3421.50	11,002.52	11,002.52	10	10.00	1.00%
0124	Major Loss-Productive									10	10.00	1.00%
0129	Employee Reassignment									10	10.00	1.00%
0130	Sundry Expense Subtotal					18,336.05	18,336.05	314,408.27	314,408.27	189,818	144,943.50	75.31%
0190	Life Insurance							548.29	548.29	3333	3284.48	84.54%
0191	Health Insurance					13323.63	13323.63	37,911.00	37,911.00	50	1,181,430	1.00%
0192	Post-Country Share					1377.00	1377.00	11,125.50	11,125.50	54,341	33,162.54	72.82%
0198	Other Post-EMP Benefits					1331.50	1331.50	1,142.54	1,142.54	14,831	14,434.74	74.77%
0199	Benefits Administration									1774	1774.50	100.00%
0199	Other Insurance					175.00	175.00	553.20	553.20	1025	1025.00	100.00%
0199	LT/Continuity Ins							345.27	345.27	11,219	11,938.06	87.07%
	Appr AA4 Total:					500	500,000.00	18,619.01	18,619.01	112,163	112,163.04	84.51%
Expenses	Appr AA5	Charges & Services										
0206	Mail Development							9046.72	9046.72	63,102	22,410.28	27.15%
0211	Telephone & Communications					323.01	323.01	171.82	171.82	80	2,111.62	3.02%
0220	Printing & Reproduction					324.22	324.22	452.04	452.04	80	3,111.62	3.02%
0231	Insurance							1,100.00	1,100.00	1100	1,100.00	100.00%
0240	Office Supplies & Stationery							475.07	475.07	80	5,750.00	6.00%
	Appr AA5 Total:					500	500,000.00	11,016.97	11,016.97	80	80.00	1.00%
Expenses	Appr AA6	Travel & Transportation										
0230	Travel					100.00	100.00	1,000.00	1,000.00	1,000	1,000.00	100.00%
0231	Travel					100.00	100.00	1,000.00	1,000.00	1,000	1,000.00	100.00%
	Appr AA6 Total:					500	500,000.00	2,000.00	2,000.00	2,000	2,000.00	100.00%
Revenue	Appr 1000	Revenue Total				500	500,000.00	1,000.00	1,000.00	1,000	1,000.00	100.00%
0990	GRS & CONTRIBUTIONS											
0990	Tax Levy					500	500,000.00	500.00	500.00	500	500.00	100.00%
	Total Revenue, including Tax Levy					500	500,000.00	500.00	500.00	500	500.00	100.00%
	Net Surplus / (Usage)											
	Appr 1000 Revenue Total:					500	500,000.00	1,000.00	1,000.00	1,000	1,000.00	100.00%
0990	GRS & CONTRIBUTIONS											
0990	Tax Levy					500	500,000.00	500.00	500.00	500	500.00	100.00%
	Total Revenue, including Tax Levy					500	500,000.00	500.00	500.00	500	500.00	100.00%
	Net Surplus / (Usage)											
	Appr 1000 Revenue Total:					500	500,000.00	1,000.00	1,000.00	1,000	1,000.00	100.00%



# Board of County Commissioners Agenda Request

2K  
Agenda Item #

**Requested Meeting Date:** September 12th, 2017

**Title of Item:** Large Assembly License - Northern Minnesota Draft Horse Association

<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>  Seeking County Board Approval for a Large Assembly License for September 23rd, 2017 (Back-up: September 24th, 2017) for the Northern Minnesota Draft Horse Exhibition:  BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:  Northern Minnesota Draft Horse Exhibition – Malmo Township. This is scheduled to take place September 23rd, 2017 (Back-up September 24th, 2017) from 10:00 AM to 4:00 PM		
<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

2L  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Local Water Plan deadline extension

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

**Action Requested:**

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

Direction Requested

Discussion Item

Hold Public Hearing\*

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

**Submitted by:**  
Steve Hughes

**Department:**  
Aitkin County SWCD

**Presenter (Name and Title):**  
Steve Hughes, District Manager

**Estimated Time Needed:**  
< 5 minutes

**Summary of Issue:**

The Aitkin County Local Water Plan is due to be updated by August, 2018. Several watershed planning and sampling efforts are currently underway with Aitkin and adjacent counties in partnership with the MPCA and BWSR. These efforts gather resource information and citizen input that will be included in the Local Water Plan. These efforts will not be completed for a few years. In order to avoid duplication of efforts (citizen input meetings, lake and river sampling, multiple similar plans), the SWCD is asking to extend the Local water Plan deadline until August, 2022. Prior to August, 2018 the Local Water Plan will be updated with several new and more comprehensive maps to better show the current land use and water quality conditions in Aitkin County. The current approved Aitkin County Local Water Plan will remain in effect through the extension date, therefore assuring compliance with State planning requirements and eligibility for grant funds. This resolution requests the time extension from BWSR. Both BWSR and MPCA staff have expressed agreement with the rational behind the request for a time extension.

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

This will reduce duplicative efforts for several County departments and the Aitkin County Board of Commissioners.

**Recommended Action/Motion:**

adoption of the attached resolution.

**Financial Impact:**

Is there a cost associated with this request?

Yes

No

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

Is this budgeted?

Yes

No

Please Explain:

By Commissioner: xx

20170912-0xx

**Extension of the Aitkin County Comprehensive Local Water Management Plan**

**WHEREAS**, Minnesota Statutes, 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Comprehensive Local Water Management Plan, and

**WHEREAS**, Aitkin County currently has a state approved Comprehensive Local Water Management Plan through August 15, 2018, and

**WHEREAS**, Aitkin County is currently updating the Comprehensive Local Water Management Plan in accordance with Minnesota Statutes 103B.301, and

**WHEREAS**, Minnesota Pollution Control Agency (MPCA) Watershed Restoration and Protection Strategy (WRAPS) plans are a valuable resource in Aitkin County Watershed planning, and

**WHEREAS**, usable draft or complete WRAPS documents will be available for the four primary county watersheds by early 2022; Rum River, Upper Mississippi Grand Rapids, Upper Mississippi River-Brainerd, Snake River Watershed, and

**WHEREAS**, extending the current water plan through August 2022 will allow inclusion of WRAPS findings and recommendations for the four primary watersheds in Aitkin County into the updated Aitkin County Water Plan, to be effective September 2022, and

**WHEREAS**, Aitkin County assures continued effort toward completion of the Comprehensive Local Water Management Plan update, and

**WHEREAS**, the Minnesota Board of Water and Soil Resources has authorization to grant extensions pursuant to Minnesota Statutes 103B.3367.

**NOW, THEREFORE, BE IT RESOLVED**, the Aitkin County Board of Commissioners requests from the Minnesota Board of Water and Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until August 15, 2022, in order to complete the update process in accordance with Minnesota Statutes 103B.301

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 12<sup>th</sup> day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12<sup>th</sup> day of September 2017

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



# Board of County Commissioners Agenda Request

2M

Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Approve Affidavit for Duplicate of Lost Warrant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Julie Hughes		<b>Department:</b> Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant:  LDA, Warrant Number 100693, dated 5-27-14, in the amount of 30.00 CU Companies, Warrant Number 57219, dated 12-26-2013, in the amount of 6.00 Kameron Genz, Warrant Number 100018, dated 2-7-2014, in the amount of 35.00 Stacy Durgin, Warrant Number 104674, dated 3-4-2016, in the amount of 3.00		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve affidavit for Duplicate of Lost Warrant: LDA, Warrant #100693, dated 5-27-14, in the amt of 30.; CU Companies, Warrant #57219, dated 12-26-13, in the amt of 6.; Kameron Genz, Warrant #100018, dated 2-7-14, in the amt of 35.; Stacy Durgin, Warrant #104674, dated 3-4-16 in the amt of 3.00		
<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 type="checkbox"/> No <i>Please Explain:</i>		

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

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin )  
 ) ss. LDA )

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant,

dated the Twenty-seventh Day of May, 2014. numbered 100693

issued by Aitkin County to LDA

in the sum of \$ 30.00 has been Lost in the manner  
(“Lost” or “Destroyed”)

following, to wit:

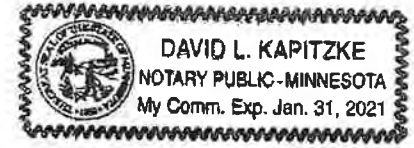
and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)  
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be  
approved, in the sum equal to double the amount of said Commissioner Warrant

Lisa J. Rolfs  
Subscribed and sworn to before me this 28<sup>th</sup> day of July, 2017

[Signature]

Notary Public Crow Wing County, Minnesota

My Commission Expires 1/31/2021



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin )  
 ) ss. CU Companies )

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant,

dated the Twenty-sixth Day of December, 2013, numbered 57219

issued by Aitkin County to CU Companies

in the sum of \$ 6.00 has been LOST in the manner  
("Lost" or "Destroyed")

following, to wit:

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)  
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be  
approved, in the sum equal to double the amount of said Commissioner Warrant

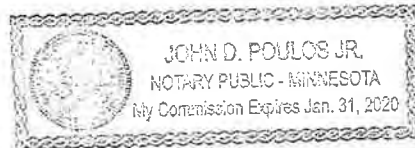
Mahill Jones

Subscribed and sworn to before me this 31<sup>st</sup> day of July, 2017

John Poulos Jr

Notary Public Anoka County, Minnesota

My Commission Expires Jan. 31, 2020



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss. Kameron Genz )

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant,

dated the Seventh Day of February, 2014, numbered 100018

issued by Aitkin County to Kameron Genz

in the sum of \$ 35.00 has been lost in the manner  
("Lost" or "Destroyed")

following, to wit:

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)

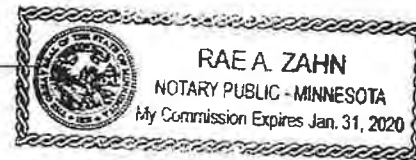
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be

approved, in the sum equal to double the amount of said Commissioner Warrant

Subscribed and sworn to before me this 26<sup>th</sup> day of July, 2017

Notary Public Arthur County, Minnesota

My Commission Expires 1/31/2020



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin )  
 ) ss. Stacy Durgin )

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant,

dated the Fourth Day of March, 2016. numbered 104674

issued by Aitkin County to Stacy Durgin

in the sum of \$ 3.00 has been lost in the manner  
("Lost" or "Destroyed")

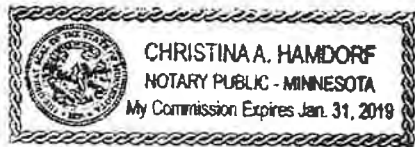
following, to wit:

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)  
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be  
approved, in the sum equal to double the amount of said Commissioner Warrant

[Signature]

Subscribed and sworn to before me this 2nd day of August, 2017

[Signature]



Notary Public Aitkin County, Minnesota

My Commission Expires 1-31-19



# Board of County Commissioners Agenda Request

2N  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Donation to Sobriety Court

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

<b>Submitted by:</b> Jill McKenzie	<b>Department:</b> Sobriety Court
---------------------------------------	--------------------------------------

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

**Summary of Issue:**

Please see the attached memo.

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

**Recommended Action/Motion:**

Accept \$952.00 donation to Aitkin County Sobriety Court

**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:*





**SOBRIETY COURT  
AITKIN COUNTY**



August 31, 2017

---

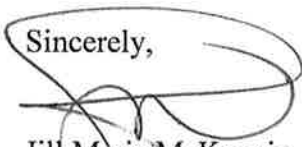
Memo

To: Board of Commissioners  
From: Aitkin County Sobriety Court  
Regarding: Cash Donation

On July 28, 2017 the Aitkin County Sobriety Court participants hosted a brat sale on the Aitkin County grounds.

The participants would like to donate \$952.00 that were received during this fund raiser for the Aitkin County Sobriety Court.

Sincerely,



Jill Marie McKenzie  
Coordinator



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** East Central Regional Library Presentation

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

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

<b>Presenter (Name and Title):</b> Sarah Hawkins, ECRL Resource Librarian	<b>Estimated Time Needed:</b> 20 minutes
--	---

**Summary of Issue:**

Sarah Hawkins, Resource Librarian from East Central Regional Library will provide an overview of the resources available.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

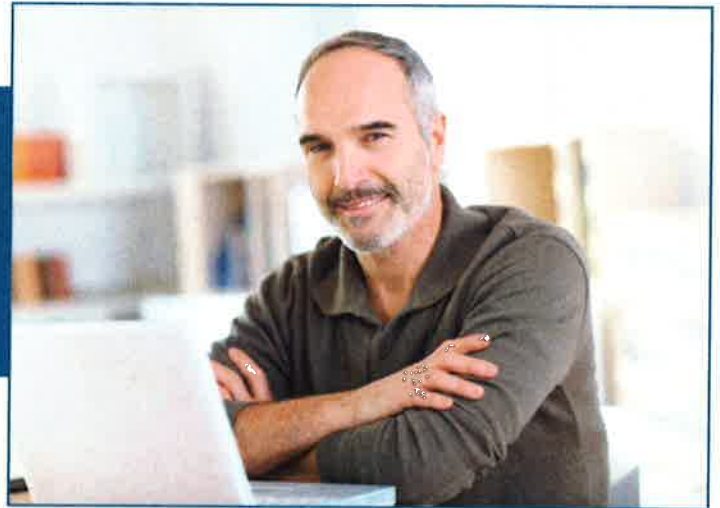
What is the total cost, with tax and shipping? \$

Is this budgeted?  Yes  No *Please Explain:*



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- Microbiology 101
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- Motivational and Public Speaking 101
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- MS Word 2013
- Negotiation Skills
- Nursing Assistant Career Overview
- Nutrition 101
- Outlook 2010
- Payroll Management 101
- Photography 101: Beginner to Intermediate
- Professional Organizer Training
- Project Management 101
- Proofreading and Copyediting 101
- Psychology 101
- Public Relations 101
- Punctuation and Grammar 101
- Quicken 101
- Paranormal Investigation 101
- Resume Writing 101
- Sociology 101
- Special Events Planning 101
- Speed Reading 101
- Spelling 101
- Statistics 101
- Stress Management 101
- Team Management 101
- Telephone Skills and Quality Customer Service
- Time Management 101
- Virtual Assistant 101
- Vocabulary Building
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- Wedding Planning 101
- Wellness Coaching 101
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\* This is a partial listing of the courses. Course availability subject to instructor availability and market conditions.

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Aitkin  
County

# Board of County Commissioners Agenda Request

4A  
Agenda Item #

Requested Meeting Date: 9-12-2017

Title of Item: Adopt Lot Split/Divide Resolution


<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Terry Neff, Environmental Services Director		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> See attached memorandum.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Continue to transfer parcels that do not meet the requirements of our Ordinances.		
<b>Recommended Action/Motion:</b> Adopt the proposed 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No      Please Explain:		

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

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



**MEMORANDUM**

**DATE:** August 16, 2017  
**TO:** Aitkin County Board of Commissioners  
**FROM:** Terry Neff, Environmental Services Director   
**RE:** Resolution to Review Lot Splits and Transfers

In the 2017 Legislative session a Bill was passed that amends MN Statutes 272.162 (see enclosed amended Statute) to allow Counties the same authority as Cities to review lot transfers and divides for conformity with land use regulations prior to recording. A Resolution must be passed to implement the provisions of the Statute (enclosed is a resolution created by AMC).

The Minnesota Association of County Planning and Zoning Administrators has supported this and other similar Bills for the past couple of years based on the disconnect between land use regulations and the Statutes the Recorder's Office is governed by. Our Ordinances require compliance with regulations prior to the recording of a property transfer or divide. However, the Recorder must record a deed if in recordable form regardless of compliance with existing ordinances. This can lead to costly after-the-fact expenses to new landowners that assume they purchased a conforming lot. By adopting the attached resolution this will protect landowners, both present and future, from potentially costly expenses and extensive hours associated with attempting to bring non-conforming transfers/divides into compliance.

Once the resolution is adopted, I will work with the Auditor and Recorder's Office in creating an inter-office process for new lot splits and transfers.

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

enclosures

c:\ctybrd\ctybrd2017

## **272.162 RESTRICTIONS ON TRANSFERS OF SPECIFIC PARTS.**

Subdivision 1. **Conditions restricting transfer.** When a deed or other instrument conveying a parcel of land is presented to the county auditor for transfer or division under sections 272.12, 272.16, and 272.161, the auditor shall not transfer or divide the land or its net tax capacity in the official records and shall not certify the instrument as provided in section 272.12, if:

(a) The land conveyed is less than a whole parcel of land as charged in the tax lists;

(b) The part conveyed appears within the area of application of municipal or county subdivision regulations adopted and filed under section 394.35 or section 462.36, subdivision 1; and

(c) The part conveyed is part of or constitutes a subdivision as defined in section 462.352, subdivision 12.

Subd. 2. **Conditions allowing transfer.** (a) Notwithstanding the provisions of subdivision 1, the county auditor may transfer or divide the land and its net tax capacity and may certify the instrument if the instrument contains a certification by the clerk of the municipality or designated county planning official:

(a) (1) that the municipality's or county's subdivision regulations do not apply;

(b) (2) that the subdivision has been approved by the governing body of the municipality or county; or

(c) (3) that the restrictions on the division of taxes and filing and recording have been waived by resolution of the governing body of the municipality or county in the particular case because compliance would create an unnecessary hardship and failure to comply would not interfere with the purpose of the regulations.

(b) If any of the conditions for certification by the municipality or county as provided in this subdivision exist and the municipality or county does not certify that they exist within 24 hours after the instrument of conveyance has been presented to the clerk of the municipality or designated county planning official, the provisions of subdivision 1 do not apply.

(c) If an unexecuted instrument is presented to the municipality or county and any of the conditions for certification by the municipality or county as provided in this subdivision exist, the unexecuted instrument must be certified by the clerk of the municipality or the designated county planning official.

Subd. 3. **Applicability of restrictions.** (a) This section does not apply to the exceptions set forth in section 272.12.

(b) This section applies only to land within municipalities or counties which choose to be governed by its provisions. A municipality or county may choose to have this section apply to the property within its boundaries by filing a certified copy of a resolution of its governing body making that choice with the auditor and recorder of the county in which it is located.

### **EFFECTIVE DATE.**

This section is effective the day following final enactment.



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

ADOPTED September 12, 2017

By Commissioner: xx

20170912-0xx

**Land Transfers / Splits**

Requiring county review of a deed or other instrument conveying a parcel of land for transfer or division for conformity with the county's land use regulations before the county auditor transfers or divides the land or its net tax capacity in the official records.

**WHEREAS**, Minnesota Statute § 272.162 specifies the conditions when a local government may restrict parcel transfers or land divisions; and

**WHEREAS**, the 90th Legislature adopted Chapter 1 in the 2017 First Special Session, amending Minn. Stat. §272.162; and

**WHEREAS**, the amended Minn. Stat. § 272.162 authorizes a county to review a deed or other instrument conveying a parcel of land for transfer or division before its recorded, ensuring conformity with the county's land use regulations; and

**WHEREAS**, a county's review of a proposed land transfer or division will protect the land owners from problems arising from property splits not compliant with the zoning regulations or inaccurate parcel descriptions; and

**WHEREAS**, a county must choose to assume the authority to review deeds or other instruments conveying parcels of land for transfer or division; now, therefore,

**BE IT RESOLVED**, Aitkin County requires the review of a deed or other instrument conveying a parcel of land for transfer or division for conformity with the county's land use regulations before the county auditor transfers or divides the land or its net tax capacity in the official records.

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12th day of September 2017

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



# Board of County Commissioners Agenda Request

4B

Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Adopt Aitkin County Buffer Ordinance

<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> Terry Neff, Environmental Services Director	<b>Department:</b> Environmental Services
---	--

<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director	<b>Estimated Time Needed:</b> 10 minutes
---	---

**Summary of Issue:**

See attached memorandum.

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

If the proposed Buffer Ordinance is not adopted, we would not be complying with the resolution adopted on June 13, 2017 electing jurisdiction to carry out the compliance provisions of the buffer law. In addition we would lose \$50,000.00 in annual grant funding.

**Recommended Action/Motion:**

Adopt the proposed Aitkin County Buffer Ordinance..

**Financial Impact:**

Is there a cost associated with this request?     Yes     No

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


Is this budgeted?     Yes     No    *Please Explain:*

Aitkin County receives grant funding in the amount of \$40,000 this year and \$50,000 in 2018 to administer and enforce the proposed Ordinance. The SWCD will administer the Ordinance and the Planning and Zoning Dept. will handle the enforcement.

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



**MEMORANDUM**

**DATE:** August 25, 2017  
**TO:** Aitkin County Board of Commissioners  
**FROM:** Terry Neff, Environmental Services Director   
**RE:** Adoption of the Aitkin County Buffer Ordinance

On June 13, 2017, the Aitkin County Board of Commissioners adopted a resolution electing jurisdiction to carry out the compliance provisions of MN Statutes 103B.101, Subd.12a and 103F.48 (the buffer law). In doing so, the County must adopt an Ordinance to carry out the compliance provisions.

Commissioner Anne Marcotte, Commissioner Bill Pratt, County Highway Engineer John Welle, SWCD Manager Steve Hughes and myself have reviewed the enclosed draft Buffer Ordinance. The draft is based off the model Ordinance created by the Board of Water and Soil Resources in order to fulfill the requirements of the above mentioned Statutes.

A public hearing was held before the Aitkin County Planning Commission on August 21, 2017. After taking public testimony (only one comment received) and discussion among the Board members, the Commission made a motion to forward the draft Buffer Ordinance, as presented, to the County Board for adoption. Enclosed is a copy of the proposed Aitkin County Buffer Ordinance.

I will be present at the September 12, 2017, Aitkin County Board of Commissioners meeting to answer any questions the Board may have regarding the proposed Buffer Ordinance and to request the adoption of the proposed Buffer ordinance.

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

enclosure

c:\ctybrd\ctybrd2017

## 8/22/17 DRAFT - AITKIN COUNTY BUFFER ORDINANCE

The Aitkin County Board of Commissioners of Aitkin County, Minnesota Ordains:

### 1.0 STATUTORY AUTHORIZATION AND POLICY

1.1 **Statutory Authorization.** This buffer ordinance is adopted pursuant to the authorization and policies contained in Minn. Stat. 103F.48 and the county planning and zoning enabling legislation in Minn. Stat. Chapter 394.

1.2 **Purpose and Intent.** It is the purpose and intent of the County to:

A. Provide for riparian vegetated buffers and water quality practices to achieve the following purposes:

- (1) Protect state water resources from erosion and runoff pollution;
- (2) Stabilize soils, shores and banks; and
- (3) Protect or provide riparian corridors.

B. Coordinate the implementation and enforcement of the water resources riparian protection requirements of Minn. Stat. 103F.48 with the shoreland management rules and ordinances adopted under the authority of Minn. Stat. 103F.201 to 103F.227 adopted under the authority of and the management of public drainage systems established under Minn. Stat. Chapter 103E where applicable; and

C. Provide efficient and effective direction to landowners and protection of surface water quality and related land resources.

### 2.0 DEFINITIONS AND GENERAL PROVISIONS

2.1 **Definitions.** Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the same meaning they have in common usage and to give this ordinance its most reasonable application. For the purpose of this ordinance, the words “must” and “shall” are mandatory and not permissive. All distances, unless otherwise specified, are measured horizontally.

2.1.1 **“Buffer”** has the meaning provided in Minn. Stat. 103F.48, Subd.1(c).

2.1.2 **“Buffer protection map”** has the meaning provided in Minn. Stat. 103F.48, Subd.1(d) and available on the Department of Natural Resources website.

2.1.3 **“BWSR”** means the Board of Water and Soil Resources.

2.1.4 **“County”** means Aitkin County a political subdivision in the state of Minnesota.

2.1.5 “**Cultivation farming**” means practices that disturb root or soil structure or that impair the viability of perennial vegetation due to cutting or harvesting near the soil surface.

2.1.6 “**Drainage authority**” has the meaning provided in Minn. Stat. 103E.005, subd.9.

2.1.7 “**Landowner**” means the holder of the fee title, the holder’s agents or assigns, any lessee, licensee, or operator of the real property and includes all land occupiers as defined by Minn. Stat. 103F.401, subd. 7 or any other party conducting farming activities on or exercising control over the real property.

2.1.8 “**Local water management authority**” has the meaning provided in Minn. Stat. 103F.48, Subd.1(g).

2.1.9 “**Normal water level**” means the level evidenced by the long-term presence of surface water as indicated directly by hydrophytic plants or hydric soils or indirectly determined via hydrological models or analysis.

2.1.10 “**Public drainage system**” has the meaning given in Minn. Stat. 103E.005, subd.12.

2.1.11 “**SWCD**” means the Aitkin County Soil and Water Conservation District.

2.2 **Severability.** If any section, clause, provision or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

2.3 **Interpretation.** In their interpretation and application, the provisions of this ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the governing body and shall not be deemed a limitation or repeal of any other powers granted by State Statutes.

#### 2.4 **Data sharing/management.**

2.3.1 The county may enter into arrangements with an SWCD, a watershed district if applicable, BWSR and other parties with respect to the creation and maintenance of, and access to, data concerning buffers and alternative practices under this ordinance.

2.3.2 The County will manage all such data in accordance with the Minnesota Data Practices Act and any other applicable laws.

### **3.0 JURISDICTION**

**3.1 Jurisdiction.** The provisions of this ordinance apply to all waters, including public drainage systems for which the County is the drainage authority under Minn. Stat. Chapter 103E, shown on the buffer protection map.

### **4.0 BUFFER REQUIREMENTS**

**4.1 Compliance determinations.** Compliance status will be determined by the soil and water conservation district on a parcel by parcel basis as identified by a unique locally defined property identification number or description and the compliance status of each bank, or edge of a water body on an individual parcel will be determined independently.

**4.2 Buffer width.** Except as provided in subsection 4.5 and 4.6, a landowner must establish and maintain a buffer area as follows:

(a) Fifty (50) foot width-buffer as measured according to subsection 4.3 for waters shown on the buffer protection map requiring said width, unless a greater width is required in Sections 5.31 and 5.62 of the Aitkin County Shoreland Management Ordinance.

(b) Sixteen and a half (16.5) foot minimum width buffer as provided in Minn. Stat. 103F.48, sub 3 and as measured according to subsection 4.3 for waters shown on the buffer protection map requiring said width, unless a greater width is required in Sections 5.31 and 5.62 of the Aitkin County Shoreland Management Ordinance.

#### **4.3 Measurement.**

(a) The measurement of the required buffer on land adjacent to a water requiring a fifty (50) foot width buffer must be from the top or crown of the bank. Where there is no defined bank, measurement must be from the edge of the normal water level as provided in Minn. Stat. 103F.48, sub 3(c).

(b) The measurement of the required buffer on land adjacent to a water requiring a sixteen and a half (16.5) foot minimum width buffer must be in the same manner as for measuring the vegetated grass strip under Minn. Stat. 103E.021.

**4.4 Use of Buffer Area.** A buffer as defined in this ordinance may not be put to any use that would remove or prevent the permanent growth of perennial vegetation, such as cultivation farming, except as provided in sections 4.5 and 4.6.

**4.5 Exemptions.** The requirement of subsection 4.1 does not apply to land that is exempted under Minn.Stat.103F.48, Subd.5.

**4.6 Alternative Practices.** As provided in Minn. Stat. 103F.48, sub 3(b) an owner of land that is used for cultivation farming may demonstrate compliance with subsection 4.2 by establishing and maintaining an alternative riparian water quality practice(s), or combination of structural, vegetative, and management practice(s) which provide water quality protection comparable to the water quality protection provided by a required buffer as defined in subsections 4.1 to 4.3, based on:

(a) the Natural Resources Conservation Service Field Office Technical Guide ;

(b) common alternative practices adopted and published by BWSR;

(c) practices based on local conditions approved by the SWCD that are consistent with the Natural Resources Conservation Service Field Office Technical Guide; or

(b) Other practices adopted by BWSR.

**4.7 Grandfathering.** Where the provision of any statute, other ordinance or regulation imposes greater restrictions than this ordinance, the provisions of such statute, other ordinance or regulation shall be controlling. Parcels grandfathered in for other preexisting land uses shall not be grandfathered in with respect to these provisions and with respect to compliance with the Buffer Law, Minn. Stat. 103F.48.

## **5.0 COMPLIANCE DETERMINATIONS**

**5.1 Notification of Noncompliance.** When the County observes a potential noncompliance or receives a third party complaint from a private individual or entity, or from another public agency, it will consult with the SWCD to determine the appropriate course of action to confirm compliance status. This may include communication with the landowner or operator, inspection or other appropriate steps necessary to verify the compliance status of the parcel. On the basis of this coordination, the SWCD may issue a notification of noncompliance to the County. If the SWCD does not issue such a notification, the County will not pursue a compliance or enforcement action under Minnesota Statutes 103F.48 and subsection 6.2.

5.1.1 At anytime during noncompliance, the landowner or operator may provide documentation of compliance to the SWCD. The SWCD will evaluate the documentation, or review the buffer and/or alternative practices to determine if the parcel is in compliance and issue its determination in writing to the landowner or operator. The SWCD may issue a validation of compliance if applicable and requested by the landowner or operator. A validation of compliance must also be sent to

the County. The SWCD must send a copy of a noncompliance determination to the County and BWSR.

**5.2 Corrective Action Notice.** On receipt of a notification of noncompliance, the County will issue the landowner of record a corrective action notice that will:

- (a) include a list of corrective actions needed to come into compliance with the requirements of Minn. Stat, 103F.48;
- (b) provide a time line for complying with this notice;
- (c) provide a compliance standard against which it will judge the corrective action; and
- (d) include a statement that failure to respond to this notice will result in criminal charges filed by the County.

The County in its judgment also may name as a responsible party a tenant of other person with control over that part of the property subject to section 4.0. The County may deliver or transmit the corrective action notice by any means reasonably determined to reach the landowner or operator, and will document receipt. However, a failure to document receipt will not preclude the County from demonstrating receipt or knowledge of the corrective action notice in an enforcement proceeding under section 6.0. The County must send a copy of the notice to the SWCD and BWSR.

5.2.1 At any time during noncompliance, the landowner or operator may provide documentation of compliance to the SWCD or County. In addition, the landowner or operator may supply information in support of a request to modify a corrective action or the timeline for compliance. On the basis of any such submittal or at its own discretion, the County, in writing, may modify the corrective action notice and timeline in accordance with this section. The SWCD should determine if the noncompliance has been fully corrected and issue its determination in writing to the landowner or operator and the County.

5.2.2 The SWCD may issue a validation of compliance if requested by the landowner. On County receipt of the validation the corrective action notice will be deemed withdrawn for the purpose of section 6.0, and the subject property will not be subject to enforcement under that section.

5.2.3 A notice of noncompliance is not considered a final decision subject to appeal to BWSR.

**5.3 Appeals.** Appeals of Section 5.1 and 5.2 may be taken by any person aggrieved, or by any officer, department, board, or bureau of a town, municipality, county, or state, by filing with the Board of Adjustment according to Section 10.09 of the Aitkin County Zoning Ordinance.



## **6.0 ENFORCEMENT**

6.1 A landowner who does not comply with the corrective action notice issued under section 5.0 shall be remedied as a misdemeanor and shall be punishable as defined by law.

6.2 Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with, or who resists the enforcement of any other provisions of this ordinance shall be guilty of a misdemeanor, punishable by \$1000.00 and/or 90 days imprisonment or both. Each day that a violation is permitted to exist shall constitute a separate offense. The County Attorney shall have the authority to prosecute any and all violations of this Ordinance.

6.3 In the event of a violation or a threatened violation of this ordinance, Aitkin County, in addition to other remedies, may institute appropriate actions or proceedings to prevent, restrain, or abate such violations or threatened violations. The County may and is empowered to issue citations for violations of this Ordinance.

**Adopted by the Aitkin County Board of Commissioners this 12th Day of**

**September, 2017.**

\_\_\_\_\_  
**Chairperson  
Aitkin County Board of Commissioners**

**Attest:**

\_\_\_\_\_  
**Jessica Seibert  
Aitkin County Administrator**

**Approved as to Form:**

\_\_\_\_\_  
**Jim Ratz  
Aitkin County Attorney**



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** 9/12/2017

**Title of Item:** Appoint Randy Quale as County Surveyor

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Land Commissioner		<b>Department:</b> Land Department
<b>Presenter (Name and Title):</b> Mark Jacobs		<b>Estimated Time Needed:</b> 15-minutes
<b>Summary of Issue:</b>  Minnesota Statute 389 enables a County Board in Minnesota to appoint and employ a County Surveyor.  Appointments are for four year terms.  Please adopt the following resolution:  THEREFORE, BE IT RESOLVED, that Randy Quale is hereby appointed County Surveyor of Aitkin County for a four-year term commencing September 12, 2017, pursuant to the provisions of Minnesota Statute, Section 389.		
<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 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>		

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

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

ADOPTED September 12, 2017

By Commissioner: xx

**20170912-0xx**

**County Surveyor**

**WHEREAS**, Minnesota Statute 389 enables a County Board in Minnesota to appoint and employ a County Surveyor, and appointments are for four year terms.

**THEREFORE, BE IT RESOLVED**, that Randy Quale is hereby appointed County Surveyor of Aitkin County for a four-year term commencing September 12, 2017, pursuant to the provisions of Minnesota Statute, Section 389.

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

**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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of September 2017**

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



# Board of County Commissioners Agenda Request

5B  
Agenda Item #

**Requested Meeting Date:** 9/12/2017

**Title of Item:** Public hearing to classify tax forfeited lands

<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 type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" 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> 15-minutes
---	---

**Summary of Issue:**

MS 282.01 requires that the County Board classify County tax forfeited lands as conservation (retain for public benefits) or non-conservation (return to the tax base) and hold a public hearing to seek input on the decision.

At the 7/11/2017 County Board meeting a public hearing was set for 9/12/2017 at 10:00.

The attached draft resolution contains the classifications recommended by the Natural Resources Advisory Committee and ACLD staff on 6/20/2017.

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

**Recommended Action/Motion:**  
Staff recommends a the attached classifications.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

ADOPTED September 12, 2017

By Commissioner: xx

20170912-0xx

**Classification of Tax-forfeited lands**

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

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

**WHEREAS**, the Aitkin County Board of Commissioners held a public hearing for the classification of the following parcels of tax-forfeited lands on Sept 12<sup>th</sup>, 2017 at 10:00 am at the Aitkin County Courthouse.

**THEREFORE**, the following parcels of Aitkin County Tax-forfeited lands have been classified as required by MN Statute.

**Land Classification 2016 Forfeitures**

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

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

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

All Members Voting

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 12th day of September 2017, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 12th day of September 2017**

---

Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

50  
Agenda Item #

**Requested Meeting Date:** 9/12/2017

**Title of Item:** Mineral/peat lease 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 checked="" type="checkbox"/> INFORMATION ONLY		<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Land Commissioner	<b>Department:</b> Land Department
---	---------------------------------------

<b>Presenter (Name and Title):</b> Mark Jacobs	<b>Estimated Time Needed:</b> 30-minutes
---	---

**Summary of Issue:**

MN DNR Lands/Minerals staff will provide an update on mineral and other leases in Aitkin County.

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

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

6A  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** ATV Ordinance Public Input Meetings

<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> Jessica Seibert, County Administrator	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 min.
---	--

**Summary of Issue:**

Staff will present options for ATV ordinance public input meetings and a public hearing date for Board approval.

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

**Recommended Action/Motion:**

Approve ATV ordinance public input meeting and public hearing dates.

**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

6B  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** 2018 Legislative Priorities

<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* <i>*provide copy of hearing notice that was published</i>

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

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 Min.
---	--

**Summary of Issue:**

Attached are the revised 2018 Legislative Priorities. Based on Board comments, a few changes have been made noted in bold print. The Board will be asked to adopt the 2018 Legislative Priorities and direct staff to proceed with further legislative platform work as necessary, prior to the AMC Legislative Conference.

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

**Recommended Action/Motion:**  
Approve 2018 Legislative Priorities

**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:*

# 2018 Aitkin County Legislative Priorities by Department

## Assessor

1. Repeal of the Statute that requires field appraisers to have the AMA license. This is Minnesota Statute 270C.9901. This law should be repealed because small rural counties have no need for this level of licensure. It will likely exacerbate a shortage of rural appraisers that perform assessment functions. The County Board passed a resolution supporting this back in 2014.
2. Simplification of the property tax system. We should support legislation that would reduce the number of classifications of property in Minnesota. When assessors spend lots of time classifying property, they have less time available to value property. The complexity makes the system difficult for most people to understand. Many other states have much simpler systems.
3. Any new program mandated by the State should be funded by the State.

## Attorney's Office

1. Additional sustainable (on-going) funding for County Attorneys for child protection.
2. Additional sustainable (on-going) funding for County Attorneys for the state judiciary's shift of a substantial amount of court administration duties to the County Attorneys' Offices.
3. ~~To help counter the increasing wave of drivers operating motor vehicles without insurance and/or a driver's license, adding minimum fines of \$500 for Misdemeanor No Proof of Insurance and No Insurance charges, Driving After Revocation charges, and Driving After Cancellation charges.~~

## Community Corrections

1. Aitkin County supports increased funding for community corrections. Overall, the costs of core correctional services are increasingly borne by the 33 CCA counties due to having the highest number of clients under supervision compared to the other two models of supervision. Minnesota is now ranked 49<sup>th</sup> lowest in state funding of correctional community supervision, with only 2.7% of the state budget spent on community supervision. We are grateful for the progress made in the last biennium toward increased funding for the Community Corrections Act, however there is still only about \$1 million more in funds than there was in 2002. This research around evidence-based practices is demanding increased attention to offender risk and needs assessment, case planning, and targeting interventions specific to client needs; these cannot be implemented effectively without increased financial support at the state level. Minnesota counties will not be able to sustain current efforts to utilize proven evidence-based practices without increased state funding.

2. Aitkin County supports the need for an equitable and transparent funding model that considers the needs of all 87 counties to ensure fair distribution of funds across all county lines.
3. Aitkin County supports an evaluation of probation lengths as part of more consistent sentencing practices to ensure fair treatment of clients under supervision.
4. Aitkin County supports statutory language revisions to allow claims related to Sentenced to Service (STS) injuries to continue to be paid by the state even in cases where the offender is working off supervision or other fees.
5. Aitkin County supports increased state funding for implementation of a full continuum of mental health services available to offenders at the local community level.
6. Aitkin County supports any alcohol impact fees that are approved should be allocated in the health and public safety areas most impacted by costs related to alcohol and other drug abuse (including prescription and over-the-counter drugs) as well as alcohol and drug-related injuries. The key areas of supervision are chemical dependency prevention, screening, treatment and aftercare services related to alcohol.

## Economic Development

1. Funding for the Border to Border Grant fund be set at \$1,000,000.00. For communities that are un-served by the State of MN definition, the current 50/50 match be lowered to a 30/70 match. This would allow more Border to Border Broadband grant funds to be utilized in areas that are most in need.
2. Increased funding for the State Grant In Aid (GIA) trails for ATV use. ATV riding is a fast growing family activity and current GIA funding is not keeping up for trail construction or maintenance.
3. Approval of the Mille Lacs Area ATV Trail expansion to the Northwood's ATV Trail System. This would connect the East shore of Mille Lacs Lake and the Malmo areas to Isle and the Northwood's ATV Trail system at the Soo Line and Solana Loop.

## Environmental Services

1. 2017 MN Solid Waste Administrators Association Policy Platform: SWAA supports efforts to make improvements that would maximize the e-waste recycling program. Additionally, SWAA supports the use of manufacturer payments to help reimburse county collection efforts.
2. MACPZA supports increased state funding to accelerate the state-mapping program to accurately identify non-metallic mineral deposits that have the potential to be economically mined.
3. MACPZA supports administering and allocating current NRBG funding for mandated state programs through the Minnesota Department of Revenue, similar to County Program Aid. Allocations for mandated state programs through the NRBG should not be considered grants.
4. MACPZA supports state funding to the Minnesota Department of Natural Resources for purposes of establishing ordinary high water and 100 year flood elevations on public waters.

## Health & Human Services

1. Aitkin County supports the need to reallocate dollars originally associated with Anoka Metro Regional Treatment Center (AMRTC) to invest in a mental health infrastructure.
2. Aitkin County supports legislative language to eliminate the cost sharing responsibilities associated with AMRTC and reallocating to community mental health resources.
3. Aitkin County supports a bill to authorize continued funding at an increased level for the Minnesota Eligibility Technology System (METS)
4. Aitkin County supports DHS transparency in time study formulas.
5. Aitkin County supports increased housing options and services for children/teens with behaviors.
6. Aitkin County supports improving reliability and systems of the DHS MN Choices program.

Specific to the AMRTC Issues- here is additional information:

Proposals to use the county cost share associated with the Anoka Metro Regional Treatment Center (AMRTC) to invest in mental health infrastructure and services are likely to continue to come forward. Recall that Governor Dayton's budget proposal suggests directing a portion of the current county cost share to a grant program for counties to build and expand community-based mental health infrastructure. This week, the Minnesota Hospital Association introduced similar legislation that would direct \$10 million of the cost share to hospitals, nonprofits and/or counties for infrastructure investments. We also know that NAMI is likely to come forward with a proposal to direct that funding.

In order to best position counties, AMC and MACSSA will be introducing a bill to sunset the existing county cost share and to direct the current cost share to counties for mental health investments. The county lobbying team will be working this week to coordinate bill drafting and recruit legislative authors.

### ISSUES:

1. When an individual is receiving care at the Anoka-Metro Regional Treatment Center (AMRTC) or a Community Behavioral Health Hospital (CBHH) and no longer requires the high level of care these programs provide, counties are responsible for 100 percent of the cost.
2. While the recent increases in county shares have facilitated more proactive discharge planning on the part of counties, they have also created significant financial pressure on county budgets and highlighted barriers related to finding community placements for people once they no longer need care at a state-operated facility.
3. Currently, all of the revenue collected from counties for cost of care goes back into the state's General Fund, where it supports the entire range of state-funded priorities rather than specifically helping to address the underlying issues leading people to stay in state-operated facilities when they don't need that level of care.

## Highway Department

1. Local Road Improvement Program/Local Bridge Bonding Program  
Aitkin County supports immediate funding of the Local Road Improvement Program and the Local Bridge Bonding Program to fund regionally significant local road and bridge projects throughout the state.
2. Increase in Highway Funding  
Aitkin County supports long term, sustainable transportation funding increases distributed through the Highway User Tax Distribution Fund by increases in the state gas tax and license tab fees. Aitkin County also supports dedicating the existing sales tax revenue on motor vehicle parts to the Highway User Tax Distribution Fund.

## Human Resources

1. State Unemployment – Update eligibility criteria to ensure employees who voluntarily resign or retire are not later deemed eligible for unemployment benefits charged to the employer, if they have not held subsequent employment. Example: Employee voluntarily resigned, was brought back temporarily to train in new hire, then filed for unemployment and was approved. Update eligibility to include an end date for eligibility when hours are reduced so the claim does not continue to accrue for multiple years on end (LLCC). Update eligibility to ensure employees who resign instead of going through an investigation, following alleged crimes being committed against the employer (i.e. theft), should not be eligible to receive unemployment. Update eligibility criteria so that limited term jobs, seasonal/summer temps jobs, and election clerks do not trigger unemployment eligibility.
2. Employers are required to promote the Public Service Loan Forgiveness (PSLF) Program annually and to every new hire. Remove this mandate. Allow information to be placed on the intranet.
3. Public Employment Relations Board (new). The 2016 Minnesota Legislature delayed until July 1, 2017 the PERB's authority to hear Unfair Labor Practice Charges (ULPs). The 2017 Minnesota Legislature delayed until July 1, 2020 the PERB's authority to hear Unfair Labor Practice Charges (ULPs). Parties may file ULPs in District Court until July 1, 2020. This PERB board has been underfunded. Commit one way or the other – either eliminate it and allow unfair labor practices to continue being handled by the courts, or fund it appropriately to get it up and running. Final rules. Concern that ULP charges may increase under this new model (simple process, no filing fee, etc.).
4. Pay Equity – eliminate the need for pay equity reporting for all employers that have a uniform wage scale and no employees placed either below the MIN or above the MAX.
5. Oppose statewide paid family leave that is funded similar to unemployment insurance with a tax assessed on employees and employers. Maintain local control. Aitkin County already provides generous paid sick leave, vacation/PTO, and personal leave benefits to employees that can be accrued and used for this purpose.
6. Require the State to go through all of the mandates that require county staff training, and have the State develop a condensed online video training library –partnering with OSHA and the federal government as necessary– so the counties can access a free training library 24/7/365. The trainings can be shown to existing staff and to new hires during orientation, and would ensure all MN counties had access to the same training info, law changes, legislative updates, etc. -- and would provide efficiencies and reduce local

costs because all staff could take the training in a staff meeting or at their desk (instead of traveling long distances across the State to obtain the required trainings).

7. Develop a system to allow county HR staff, with training, electronic access to the BCA system for running immediate/onsite criminal background checks to expedite recruitments. Currently, we are required to mail requests and it can take a week or more to receive the results.
8. Clearly state in the law that County Boards (and city/township/school) are allowed to discuss non-union wages and benefits in closed session too, in addition to union negotiations strategy.
9. Public Employee Insurance Program (PEIP) groups (Aitkin County offers PEIP) are exempt from the health insurance bidding law which requires employers to bid every 60 months. PEIP also offers dental insurance and life insurance. Recommend the State offer a short-term disability, long-term disability, and vision plan, also exempt from the bidding law and that pools MN public-sector employees benefits together to obtain the best purchasing power.

## Land Department

1. Bonding proposal for ATV trail east side of Mille Lacs (\$1.5-million with a \$150,000 match)
2. Outdoor Heritage (Legacy) funds to support RELC's (i.e. Long Lake CC) – if we're acquiring/protecting lands for our future, it would seem like educating our youth about the "outdoors" should be a priority.
3. Outdoor Heritage (Legacy) funds to support updating forest inventory on County/State lands – how can we protect/enhance habitat if we have irregular data on what we currently have?
4. Support legislation allowing all tax-forfeited land to be sold via sealed bids (currently oral bid or on-line only bid).
5. Address tax-forfeited blight clean-up costs.
6. Support state funding for beaver control.

## Recorder's Office

1. Set minimum deed tax to \$3.30 from \$1.65 (considerations equal to \$1,000 and \$500) so it matches when a Certificate of Real Estate Value is required. Alternately, repeal minimum deed tax so offices do not have to collect \$1.65 when no money is changing hands.
2. Require that deed in fulfillment of contracts reference contract recording information and consideration to ensure proper deed tax is being collected on fulfillment. Allow Certificate of Real Estate for fulfillment to be "reused" from contract if no terms have changed (currently one needs to be filed with contract and with deed).

## Sheriff's Office

1. Pursue legislation that would prohibit firearms in county buildings where court services occur.

## Treasurer's Office

1. Under Return of state fees - Suggest adding Marriage License fees to be retained by the county as the state receives most of the revenue but all the work is done in my office.
2. Have Mobile Homes returned to tabs issued by the DVM rather than being taxed thru the property tax system or raising the value threshold for them to be taxed thru the property tax system.



# 2018 Aitkin County Preliminary Budget & Levy

September 12, 2017





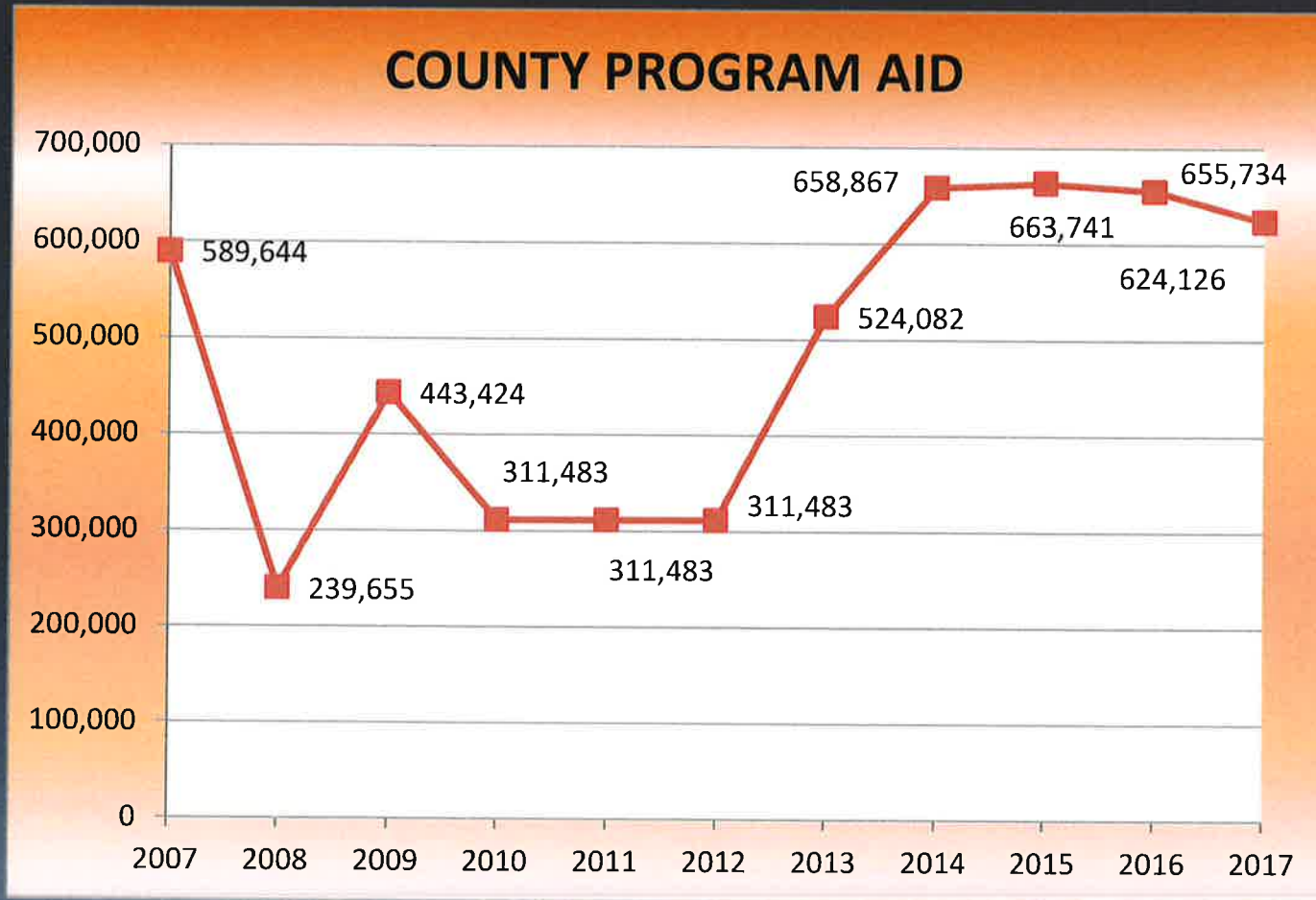
# Historical Perspective

- CPA
- Budget
- Levy
- Fund Balances
- Staffing

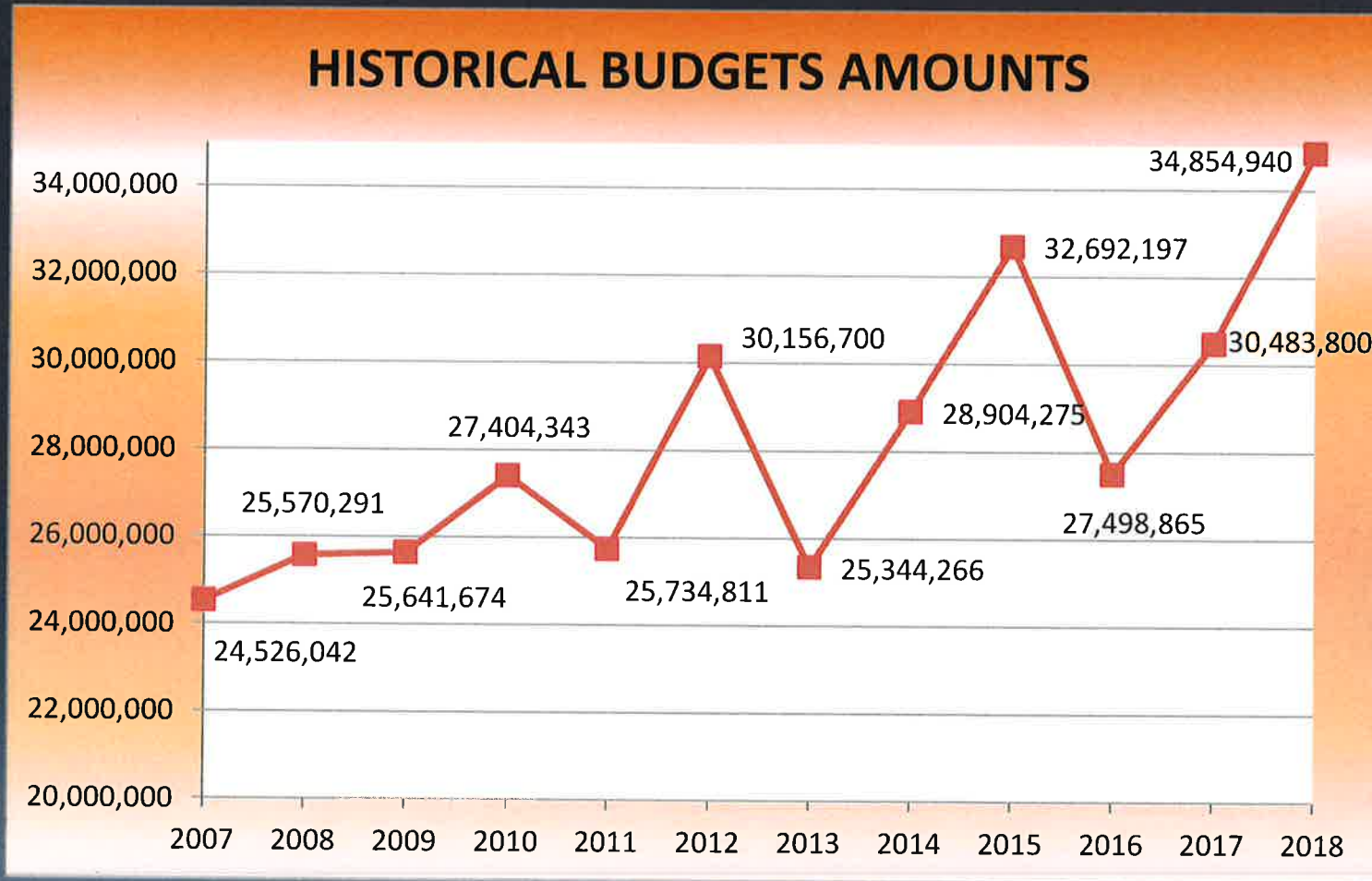
# Historical CPA – Budget - Levy

	CPA	Actual	Difference	Market Value Credit Reductions	Total Budget \$	Levy \$	Levy % Change	Budgeted Use of Fund Balance	Tax Rate
2007	589,644	589,644			24,526,042	10,249,096	5.31%		43.995
2008	423,888	239,655	184,233		25,570,291	10,559,104	3.02%	87,341	38.740
2009	578,320	443,424	134,896		25,641,674	10,767,275	1.97%	11,167	34.940
2010	585,362	311,483	273,879	211,728	27,404,343	10,999,199	2.15%	-1,110,877	32.934
2011	528,130	311,483	216,647	108,672	25,734,811	10,999,199	0.00%	77,783	34.690
2012	311,483	311,483		0 Program Discontinued	30,156,700	11,384,171	3.50%	-2,899,056	38.896
2013	524,082	524,082	0		25,344,266	11,725,696	3.00%	-108,038	41.242
2014	658,867	658,867	0		28,904,275	11,725,696	0.00%	-2,813,424	42.908
2015	663,741	663,741	0		32,692,197	11,999,900	2.34%	-4,924,171	44.534
2016	655,734	655,734	0		27,498,865	12,448,000	3.73%	-423,119	46.147
2017	624,126	624,126	0		30,483,800	12,882,929	3.49%	-1,280,132	46.849
2018	766,339				34,854,940	13,588,574	5.48%	873,406	49.116
			\$1,143,118.00	\$320,400					

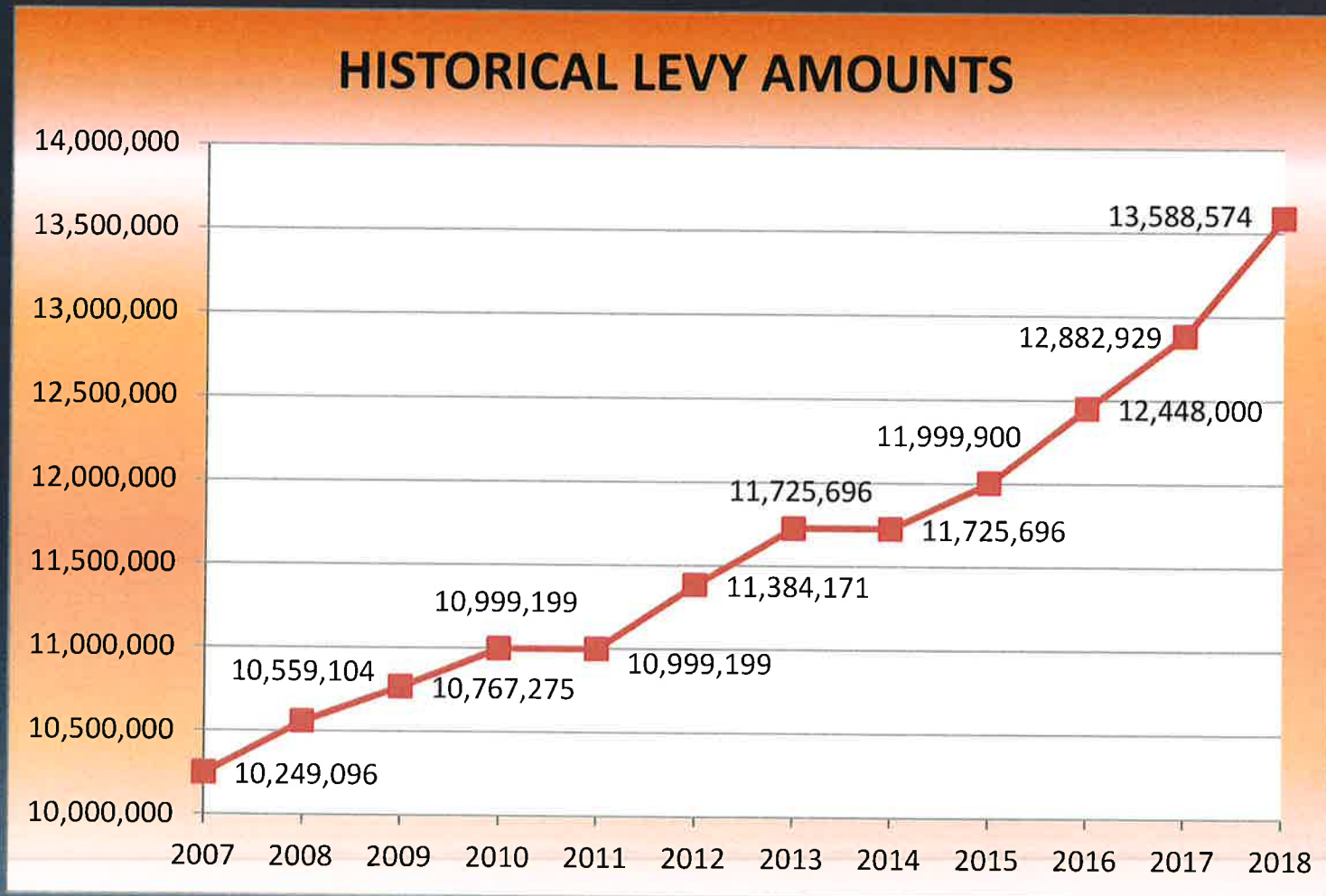
# County Program Aid - CPA



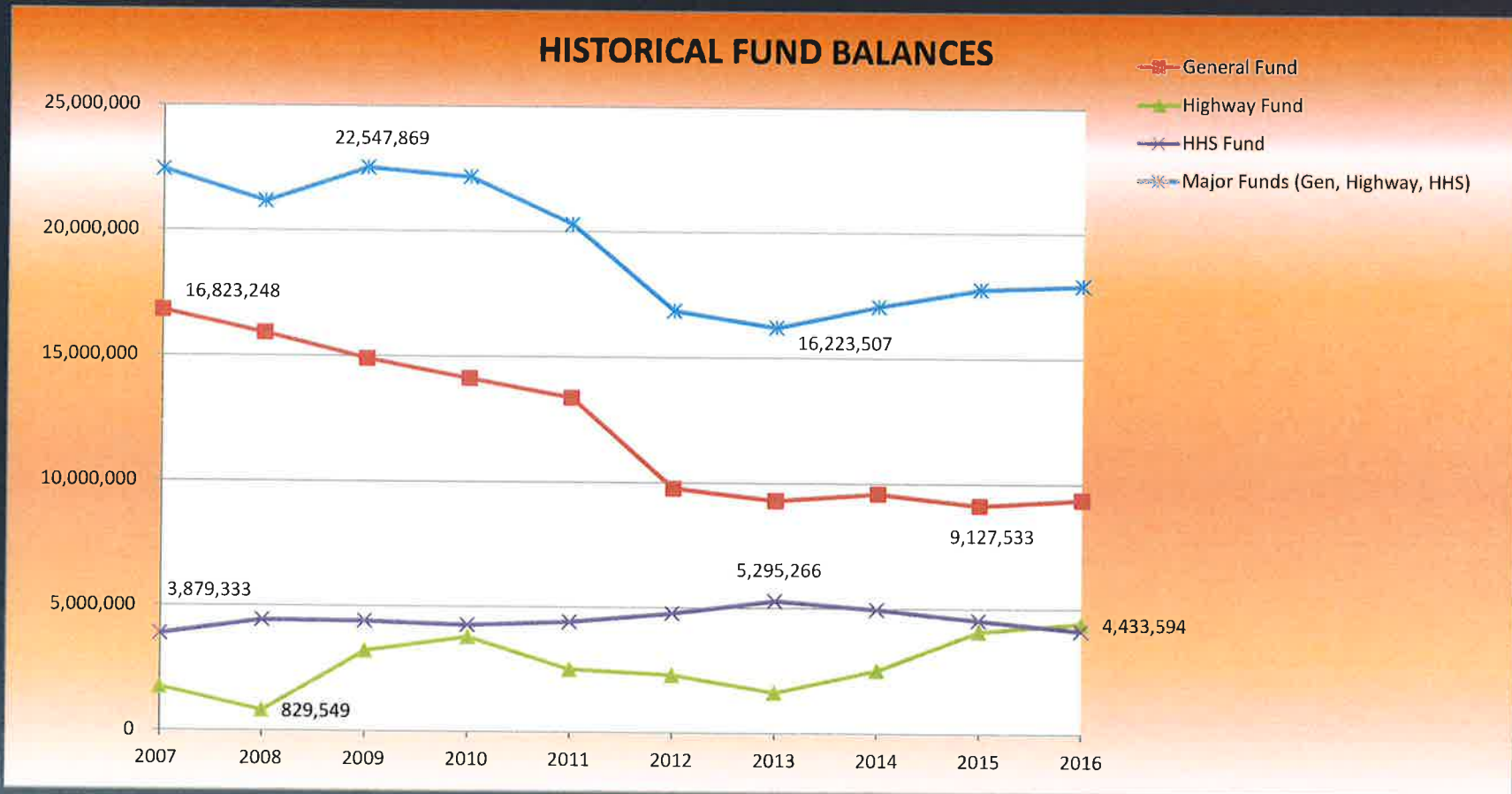
# Historical Budget Amounts



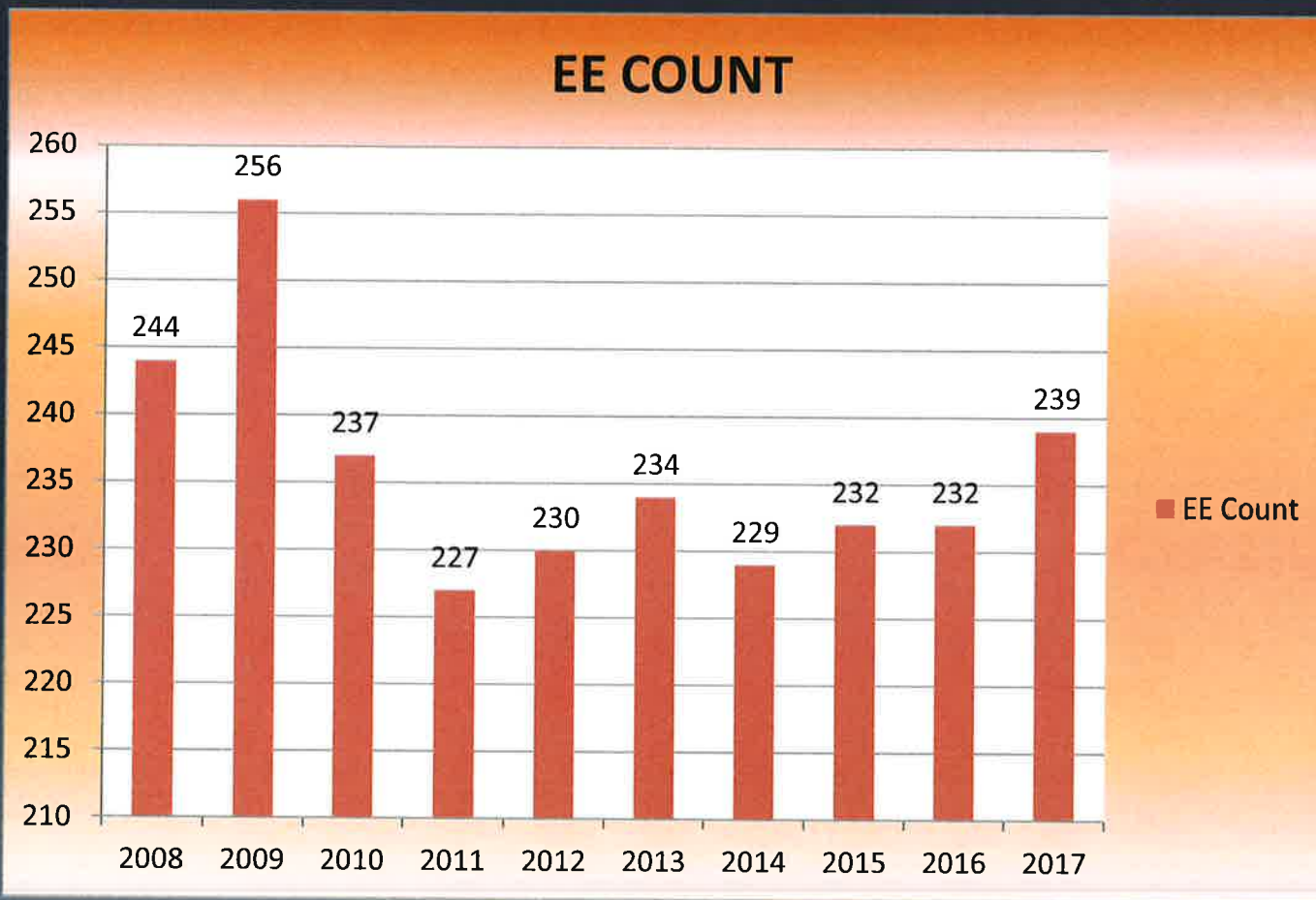
# Historical Levy Amounts



# Historical Fund Balances



# Historical Staffing – EE Counts



# Historical Staffing - Expenditures







# 2018 Budget

- Retain Current Service Levels
- Key Changes
- Structural Deficit
- Tax Capacity
- Comparisons

# 2018 Budget Summary

## Aitkin County - 2018 Budget and Levy

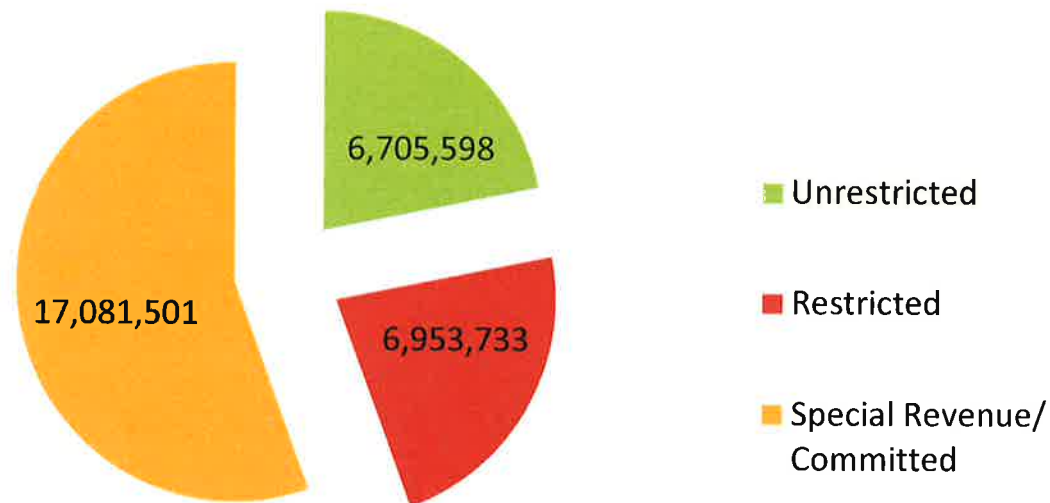
	Adopted 2017	Proposed 2018
<b>Funds</b>		
General Fund	\$12,956,289	\$13,867,623
Parks	\$509,939	\$470,839
Road and Bridge	\$10,214,538	\$13,339,370
Health and Human Services	\$6,803,034	\$7,177,108
Options - Additions/Reductions		
<b>Total Expenditures</b>	<b>\$30,483,800</b>	<b>\$34,854,940</b>
Revenues	\$16,320,739	\$20,392,960
	\$0	\$0
<b>Levy</b>	<b>\$12,882,929</b>	<b>\$13,588,574</b>
Total of Other Funding Options	\$0	\$0
Reserves Used in Dept Budgets	\$1,280,132	\$873,406
<b>Total Revenues</b>	<b>\$30,483,800</b>	<b>\$34,854,940</b>
<b>Calculations</b>		
Levy Increase - Dollars	\$434,299	\$705,645
Levy Increase - Percentage	0.00%	5.48%
Tax Capacity-(2018 estimate)	\$27,173,169	\$27,329,105
Fiscal Disparity Distribution	\$152,876	\$165,633
Estimated Tax Rate (before Disparity Aid Adjustment)	46.848%	49.116%

# Levy Change Comparisons

County	2012-'13	2013-'14	2014-'15	2015-'16	2016-'17
Aitkin	3.0%	0.0%	2.3%	3.7%	3.5%
Cass	0.0%	0.0%	0.7%	4.2%	3.5%
Carlton	2.9%	6.1%	4.9%	3.5%	4.6%
Crow Wing	-0.4%	0.0%	-0.6%	-0.1%	-0.1%
Itasca	4.0%	4.6%	5.5%	7.0%	5.3%
Kanabec	-1.1%	0.0%	0.0%	1.1%	2.1%
Morrison	2.0%	2.3%	2.2%	3.0%	3.2%
Mille Lacs	0.0%	0.0%	3.0%	2.3%	-5.8%
Pine	0.0%	3.0%	4.8%	4.9%	6.5%

# Current Fund Balance

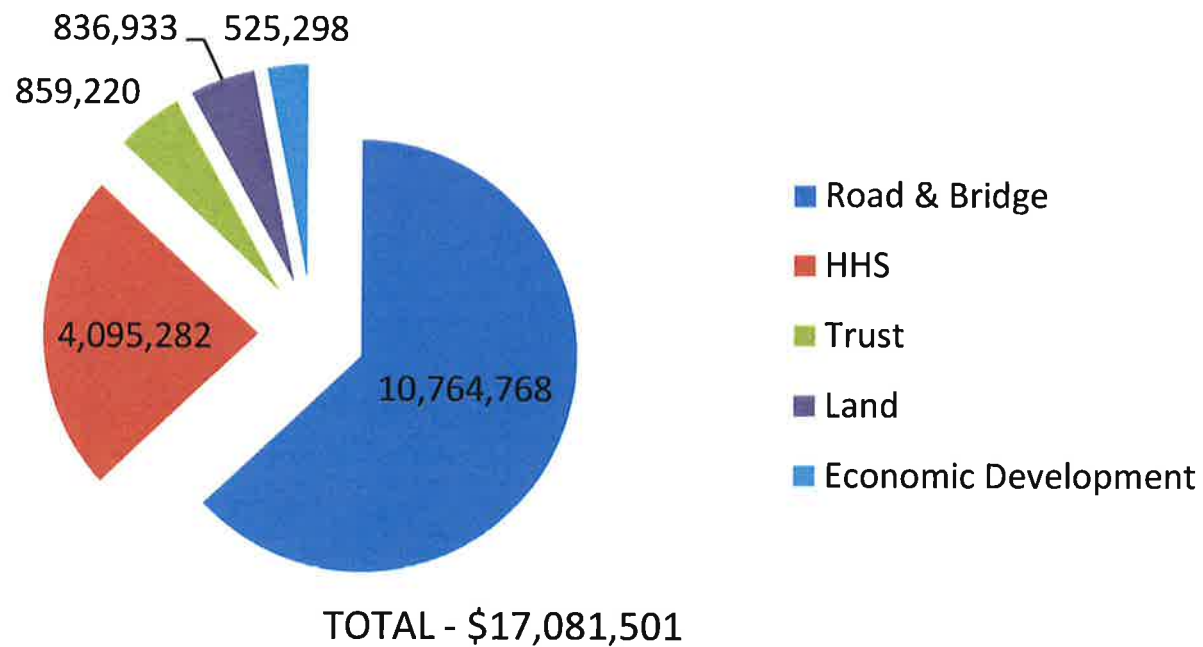
## FUND BALANCE BY DESIGNATION



TOTAL - \$30,740,832

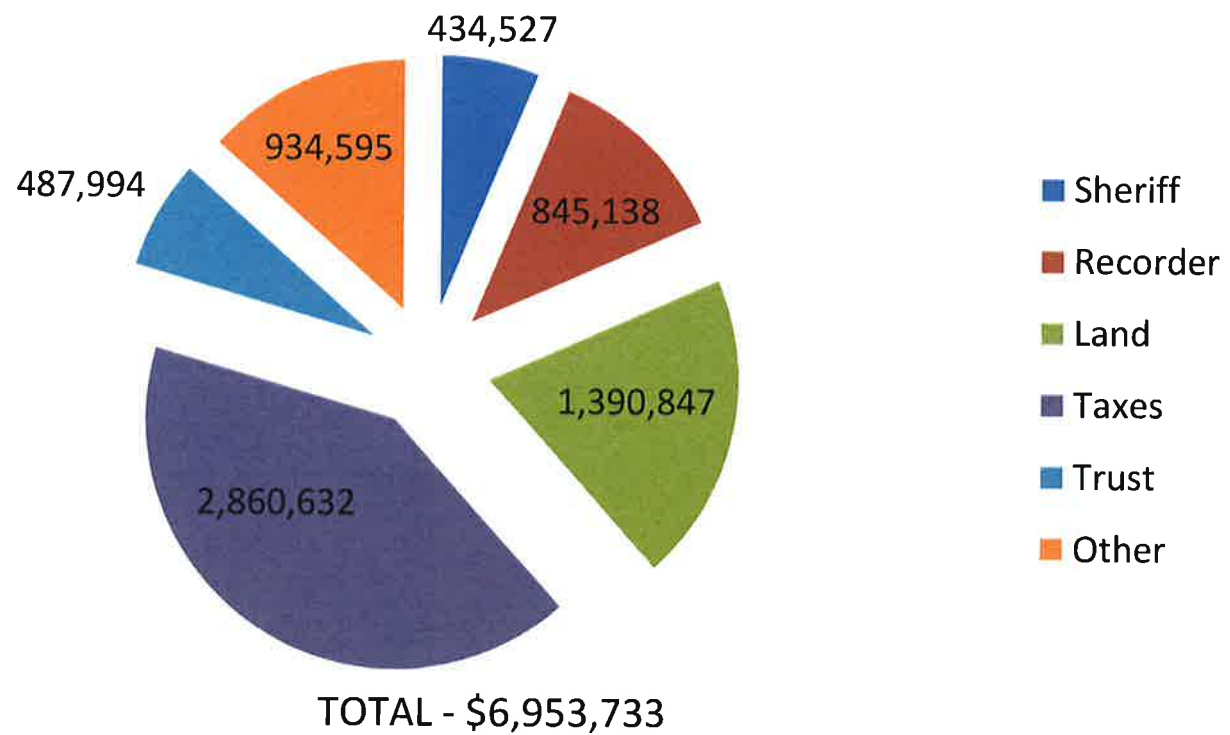
# Special Revenue/Committed

## SPECIAL REVENUE/COMMITTED



# Restricted

## RESTRICTED





## Planned Use of Reserves

- Recorder's Technology Fund
  - \$50,000
- Health & Human Services
  - \$400,000
- Land Department
  - \$635,143 (operational pass thru)
- Road & Bridge
  - \$3,135,000

# Capital Expenditures

	2018	2019	2020	2021	2022
Administration	41,500	41,500	41,500	41,500	41,500
Assessor	14,000	15,000	0	16,000	0
Attorney					
Auditor	50,000	50,000	50,000	50,000	50,000
Corrections				8,000	
Economic Development					
Environmental Services	20,000	3,000	13,000	3,000	3,000
HHS					
Highway					
IT	40,000	26,500	33,300	98,000	45,500
Land	55,000	50,000	55,000	10,000	55,000
Maintenance	72,000	150,000	150,000	150,000	150,000
Recorder	100,000				
Sheriff	30,000	30,000	30,000	30,000	30,000
Treasurer		3,800			
Veterans Services					
Misc.					
<b>TOTALS</b>	<b>422,500</b>	<b>369,800</b>	<b>372,800</b>	<b>406,500</b>	<b>375,000</b>





## Considerations Moving Forward

- Capital Expenses
- Bond Payments
- Reduce Reliance on Fund Balance for Operational Expenses
- Reduction of interest



# Staff Direction

- Adjustments?
  - Department Focus
  - Program/Category Focus
- Levy for capital improvements?
- Levy for reduction of fund balance use for operational expenses?
- Budget Committee

# Aitkin County

## USER- SELECTED BUDGET REPORT



602

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

Page Break Option: 2

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

Column Selector 2 2 2 1 1

Column	2015	2016	2017	ADOPTED	PROPOSE
Headings:	ACTUAL	ACTUAL	ACTUAL	2017	2018

Line Spacing: 1  
1 - Single Spaced  
2 - Double Spaced

Year:	2015	2016	2017
Months:	01 Thru 12	01 Thru 12	01 Thru 12

Print Subtotal By FUND Y  
 Print Subtotal By DEPT Y  
 Print Subtotal By PROGRAM N  
 Print Subtotal By Object Rang N

Report Basis: 1  
 1 - Cash  
 2 - Modified Accrual  
 3 - Full Accrual

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

Include Zero Dollar Accts: N  
 Save Report: N  
 Comment:

FUND  
 I Include/eXclude 1, 3, 5, 21

KRPI  
9/6/17 1:57PM

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
001 DEPT Commissioners

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
01-001-000-0000-6101	Salaries	143,218	158,575	106,687	155,047	160,165
01-001-000-0000-6108	Meals (Not Overnight)	20	0	96	20	0
01-001-000-0000-6124	Medicare- Employer 1.45%	1,825	2,123	1,467	2,205	2,257
01-001-000-0000-6148	Employer Deduct Contribution- HS:	0	7,000	4,182	0	8,780
01-001-000-0000-6149	Employer Deduct Contribution- Vet	8,520	0	0	7,350	0
01-001-000-0000-6150	Health Insurance- Employer	42,350	39,480	18,829	60,000	39,172
01-001-000-0000-6152	Life Insurance- Employer	312	312	213	328	328
01-001-000-0000-6162	Pera- Dcp 5%	7,160	7,542	5,237	7,943	7,783
01-001-000-0000-6168	NACO Deferred Comp ER in Lieu H	0	3,350	1,948	0	2,800
01-001-000-0000-6205	Postage	49	31	1	50	50
01-001-000-0000-6230	Printing, Publishing & Adv	2,016	1,941	2,150	2,500	2,500
01-001-000-0000-6231	Services, Labor, Etc	50	0	0	0	0
01-001-000-0000-6241	Registration Fee	3,400	5,952	2,135	4,800	4,800
01-001-000-0000-6250	Telephone	3,162	2,598	1,262	3,600	3,500
01-001-000-0000-6330	Transportation & Travel & Parking	12,748	13,099	9,401	14,500	15,500
01-001-000-0000-6332	Hotel / Motel Lodging	3,949	6,536	3,600	4,000	4,500
01-001-000-0000-6340	Meals (Overnight)	112	528	343	300	400
01-001-000-0000-6352	Insurance	1,440	1,470	1,174	1,138	985
01-001-000-0000-6353	Workers Compensation Insurance	858	856	767	767	623
01-001-000-0000-6405	Office & Computer Supplies	411	264	438	750	750
01-001-000-0000-6625	Office Equipment	2,049	224	1,691	0	0
DEPT 001 Commissioners	Revenue					
	Expend.	233,649	251,881	161,621	265,298	254,893
	Net	233,649	251,881	161,621	265,298	254,893

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
012 DEPT Court Administration

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-012-000-0000-5512	Costs Of Prosecution	0	1,210 -	0	0	0
01-012-000-0000-5603	Child Support Motion Fee	0	80 -	63 -	0	0
01-012-000-0000-5840	Misc Receipts	1,918 -	1,308 -	3,782 -	1,000 -	1,300 -
01-012-000-0000-6205	Postage	1,297	1,240	1,427 -	200	1,000
01-012-000-0000-6232	Attorney Services	69,898	74,431	57,220	80,000	80,000
01-012-000-0000-6250	Telephone	32 -	399 -	131	700	0
01-012-000-0000-6252	Witnesses	22,296	4,307	115	15,000	10,000
DEPT 012 Court Administration	<b>Revenue</b>	1,918 -	2,598 -	3,845 -	1,000 -	1,300 -
	<b>Expend.</b>	93,459	79,579	56,039	95,900	91,000
	<b>Net</b>	91,541	76,981	52,194	94,900	89,700

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
040 DEPT Auditor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-040-000-0000-5076	Judgement Costs	16,050 -	13,457 -	10,311 -	16,000 -	16,000 -
01-040-000-0000-5081	Mortgage Registry- 3%	8,194 -	8,686 -	5,603 -	9,000 -	9,000 -
01-040-000-0000-5095	1% Cons Forf Sales - Fees	180 -	74 -	0	0	0
01-040-000-0000-5115	Auctioneers Licenses	140 -	80 -	100 -	120 -	120 -
01-040-000-0000-5116	1/2 Beer License	175 -	195 -	175 -	250 -	200 -
01-040-000-0000-5119	Liquor Licenses	52,120 -	49,810 -	18,620 -	52,000 -	50,000 -
01-040-000-0000-5124	Fireworks Permit	14 -	12 -	12 -	10 -	10 -
01-040-000-0000-5125	Precious Metal Licenses	25 -	0	0	25 -	25 -
01-040-000-0000-5132	Cigarette License Fees	1,650 -	1,500 -	1,400 -	1,500 -	1,500 -
01-040-000-0000-5517	Fees For Services	3,822 -	5,180 -	2,548 -	2,500 -	2,500 -
01-040-000-0000-5518	Tax Search Ms 297.14	190 -	0	120 -	100 -	100 -
01-040-000-0000-5519	Lien Release Ditch & Hwy	285 -	240 -	285 -	250 -	250 -
01-040-000-0000-5590	Auditor Fee- Clerical FTS Sales & Fe	0	60,000 -	30,000 -	30,000 -	30,000 -
01-040-000-0000-5840	Misc Receipts	294 -	40 -	6 -	300 -	300 -
01-040-000-0000-5868	Tint Rmb From Schools/City/Town	7,288 -	7,503 -	247 -	6,500 -	7,000 -
01-040-000-0000-6101	Salaries- Full Time	277,376	292,268	211,582	282,947	294,575
01-040-000-0000-6102	Salaries- - Part Time	0	5,166	0	0	0
01-040-000-0000-6108	Meals (Not Overnight)	9	35	27	100	100
01-040-000-0000-6109	Overtime- Salaries	2,468	14,380	3,895	2,500	3,000
01-040-000-0000-6124	Medicare- Employer 1.45%	3,966	4,423	3,023	4,139	4,315
01-040-000-0000-6148	Employer Deduct Contribution- HS/	0	5,710	8,037	0	12,300
01-040-000-0000-6149	Employer Deduct Contribution- Vel	6,337	0	0	5,000	0
01-040-000-0000-6150	Health Insurance- Employer	37,313	31,843	31,371	49,500	41,616
01-040-000-0000-6152	Life Insurance- Employer	248	309	180	240	325
01-040-000-0000-6154	Long Term Disability- Employer	251	175	191	250	283
01-040-000-0000-6159	Pera 7.25%	20,834	22,340	15,861	21,408	22,318
01-040-000-0000-6165	Fica- Employer 6.20%	16,956	18,916	12,926	17,698	18,450
01-040-000-0000-6205	Postage	14,894	9,770	906	16,000	14,550
01-040-000-0000-6208	Training/Education	72	67	100	250	250
01-040-000-0000-6230	Printing, Publishing & Adv	24,320	27,484	34,995	27,000	39,000
01-040-000-0000-6231	Services, Labor, Contracts	15,274	19,038	23,266	27,000	27,000
01-040-000-0000-6240	Dues	360	720	0	400	400
01-040-000-0000-6241	Registration Fee	65	5,327	625	530	530
01-040-000-0000-6250	Telephone	732	518	247	800	700
01-040-000-0000-6330	Transportation & Travel	570	808	431	800	800
01-040-000-0000-6332	Hotels / Motels	360	582	489	800	800

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
040 DEPT Auditor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-040-000-0000-6340	Meals (Overnight)	4	17	0	50	50
01-040-000-0000-6352	Insurance	1,728	1,470	1,174	1,138	985
01-040-000-0000-6353	Workers Compensation Insurance	632	652	738	661	952
01-040-000-0000-6356	License Fees	2	21	0	0	0
01-040-000-0000-6405	Office & Computer Supplies	3,350	2,472	2,883	3,700	3,700
01-040-000-0000-6511	Gas And Oil	34	0	0	100	100
01-040-000-0000-6590	Repair & Maintenance Supplies	0	0	17	0	25
01-040-000-0000-6625	Office Equipment	629	434	0	3,000	3,000
01-040-021-0000-5504	G & F License Fee	887 -	809 -	549 -	1,000 -	1,000 -
01-040-021-0000-5520	Drivers License Fees	34,650 -	34,832 -	23,716 -	25,000 -	25,000 -
01-040-021-0000-5522	Motor Vehicle License/Tab Fees	118,631 -	119,189 -	89,064 -	125,000 -	125,000 -
01-040-021-0000-5523	DNR/License Tab Fees	14,969 -	16,186 -	13,001 -	17,500 -	17,500 -
01-040-021-0000-5840	Misc Receipts	1,250 -	1,284 -	547 -	1,300 -	1,300 -
01-040-021-0000-6101	Salaries- Full Time	88,502	87,254	64,425	74,860	114,960
01-040-021-0000-6102	Wages- Part Time	12,176	13,156	0	17,035	0
01-040-021-0000-6108	Meals (Not Overnight)	12	0	0	50	50
01-040-021-0000-6109	Overtime	7,882	12,414	4,227	6,000	3,000
01-040-021-0000-6124	Medicare- Employer 1.45%	1,379	1,625	876	1,332	1,710
01-040-021-0000-6148	Employer Deduct Contribution- HS,	0	1,833	4,278	0	6,780
01-040-021-0000-6149	Employer Deduct Contribution- Vet	3,540	0	0	2,000	0
01-040-021-0000-6150	Health Insurance- Employer	20,691	12,138	12,108	19,752	25,774
01-040-021-0000-6152	Life Insurance- Employer	125	95	69	125	197
01-040-021-0000-6159	Pera Co- Or 7.25%	7,929	7,166	5,075	6,892	8,847
01-040-021-0000-6165	Fica- Employer 6.20%	5,897	6,947	3,745	5,697	7,314
01-040-021-0000-6168	NACO Deferred Comp ER in Lieu H	0	1,593	0	0	0
01-040-021-0000-6205	Postage	1,001	1,220	800	1,000	1,000
01-040-021-0000-6208	Training/Education	0	0	0	400	400
01-040-021-0000-6230	Printing, Publishing & Adv	1,210	1,304	1,102	1,100	1,100
01-040-021-0000-6231	Services, Labor, Contracts	548	687	509	500	500
01-040-021-0000-6240	Dues	253	253	278	300	300
01-040-021-0000-6241	Registration Fee	50	0	0	50	50
01-040-021-0000-6250	License Center- Phone	3,606	4,070	3,931	3,500	3,500
01-040-021-0000-6267	Unemployment Compensation	0	0	1,623	0	0
01-040-021-0000-6301	Rentals	8,250	9,750	6,000	9,000	9,900
01-040-021-0000-6330	Transportation/Travel/Parking (Ow	119	0	0	100	100
01-040-021-0000-6332	Hotel / Motel Lodging	0	0	0	0	725

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
040 DEPT Auditor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-040-021-0000-6352	Insurance	576	735	704	569	591
01-040-021-0000-6353	Workers Compensation Insurance	207	219	276	248	229
01-040-021-0000-6405	Office & Computer Supplies	1,712	2,746	1,383	1,800	1,800
01-040-021-0000-6511	Gas And Oil	14	4	0	0	10
01-040-021-0000-6625	Office Equipment & Other Equipme	0	489	175	1,200	1,200
DEPT 040 Auditor	Revenue	260,814 -	319,077 -	196,304 -	288,355 -	286,805 -
	Expend.	594,463	630,643	464,548	619,521	680,161
	Net	333,649	311,566	268,244	331,166	393,356



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
041 DEPT Internal Audit

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-041-000-0000-6231		Services, Labor, Etc	57,541	67,141	23,132	69,500	69,500
DEPT 041	Internal Audit	Revenue					
		Expend.	57,541	67,141	23,132	69,500	69,500
		Net	57,541	67,141	23,132	69,500	69,500

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
042 DEPT Treasurer

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2015 ACTUAL Mo. 01 - 12</u>	<u>2016 ACTUAL Mo. 01 - 12</u>	<u>2017 ACTUAL Mo. 01 - 12</u>	<u>ADOPTED 2017</u>	<u>PROPOSED 2018</u>
01-042-000-0000-5079	3% State Deed Tax	9,451 -	11,313 -	7,965 -	7,000 -	7,000 -
01-042-000-0000-5095	1% Cons Forf Sales- Fees	180 -	74 -	0	0	0
01-042-000-0000-5518	Tax Search Ms 297.14	320 -	80 -	310 -	0	0
01-042-000-0000-5524	Handling Fee (Nfs Check)	450 -	830 -	335 -	400 -	400 -
01-042-000-0000-5840	Misc Receipts	20,666 -	20,766 -	19,468 -	20,000 -	20,000 -
01-042-000-0000-5868	Tint Rmb From Schools/City/Town	2,538 -	2,836 -	94 -	2,000 -	2,000 -
01-042-000-0000-6101	Salaries- Full Time	148,558	154,941	111,035	159,388	165,728
01-042-000-0000-6108	Meals (Not Overnight)	76	24	9	80	80
01-042-000-0000-6109	Overtime- Salaries	189	254	31	500	500
01-042-000-0000-6124	Medicare- Employer 1.45%	1,935	2,053	1,538	2,311	2,403
01-042-000-0000-6148	Employer Deduct Contribution- HS/	3,260	7,700	6,219	6,150	8,780
01-042-000-0000-6149	Employer Deduct Contribution- Vet	3,540	0	0	0	0
01-042-000-0000-6150	Health Insurance- Employer	34,441	33,468	23,855	39,590	33,672
01-042-000-0000-6152	Life Insurance- Employer	150	150	100	188	197
01-042-000-0000-6159	Pera 7.25%	11,156	11,639	8,287	12,245	12,430
01-042-000-0000-6165	Fica- Employer 6.20%	8,275	8,779	6,575	10,123	10,275
01-042-000-0000-6205	Postage	8,788	12,332	9,424	10,000	10,000
01-042-000-0000-6231	Services, Labor, Contracts	12,448	9,865	7,199	12,000	14,862
01-042-000-0000-6240	Dues	360	720	0	400	400
01-042-000-0000-6241	Registration Fee	25	480	55	400	400
01-042-000-0000-6250	Telephone	393	280	113	500	500
01-042-000-0000-6330	Transportation & Travel	598	820	304	600	600
01-042-000-0000-6332	Hotel / Motel Lodging	573	1,766	1,044	900	1,000
01-042-000-0000-6340	Meals (Overnight)	54	232	62	100	100
01-042-000-0000-6352	Insurance	864	882	704	683	591
01-042-000-0000-6353	Workers Compensation Insurance	325	336	388	388	351
01-042-000-0000-6405	Office & Computer Supplies	4,125	6,322	2,118	7,000	5,579
01-042-000-0000-6511	Gas And Oil	0	18	5	50	50
01-042-000-0000-6625	Office Equipment	2,222	1,303	1,070	2,700	2,700
DEPT 042 Treasurer	Revenue	33,605 -	35,899 -	28,172 -	29,400 -	29,400 -
	Expend.	242,355	254,364	180,135	266,296	271,198
	Net	208,750	218,465	151,963	236,896	241,798

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
043 DEPT Assessor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
01-043-000-0000-5526	Assessor Township Assessment	163,190 -	157,322 -	164,526 -	164,500 -	150,900 -
01-043-000-0000-5840	Misc Receipts	7,990 -	9,408 -	6,957 -	6,500 -	7,000 -
01-043-000-0000-6101	Salaries- Full Time	545,804	528,391	354,937	492,000	540,695
01-043-000-0000-6108	Meals (Not Overnight)	120	141	66	200	200
01-043-000-0000-6109	Overtime- Salaries	0	0	0	100	100
01-043-000-0000-6124	Medicare- Employer 1.45%	7,230	7,139	4,793	7,125	7,840
01-043-000-0000-6148	Employer Deduct Contribution- HS	9,780	23,210	18,543	22,909	26,416
01-043-000-0000-6149	Employer Deduct Contribution- Vet	15,117	0	0	0	0
01-043-000-0000-6150	Health Insurance- Employer	112,389	87,375	63,443	85,497	98,512
01-043-000-0000-6152	Life Insurance- Employer	597	556	356	600	657
01-043-000-0000-6154	Long Term Disability- Employer	359	273	178	400	401
01-043-000-0000-6159	Pera Co- Or 7.25%	40,595	39,175	26,158	36,855	40,553
01-043-000-0000-6165	Fica- Employer 6.20%	30,913	30,524	20,496	30,467	33,523
01-043-000-0000-6205	Postage	6,783	6,416	5,891	6,500	6,500
01-043-000-0000-6208	Training/Education	3,772	3,053	2,075	3,000	2,800
01-043-000-0000-6230	Printing, Publishing & Adv	1,180	5,806	6,217	7,000	6,500
01-043-000-0000-6231	Services, Labor, Contracts	6,694	4,163	1,313	13,000	4,000
01-043-000-0000-6232	Attorney Services	750	0	0	5,000	5,000
01-043-000-0000-6240	Dues & License Renewal	1,772	1,696	1,685	1,800	1,800
01-043-000-0000-6250	Telephone	4,576	5,014	3,489	5,800	5,800
01-043-000-0000-6272	Physical Examinations	0	0	0	0	500
01-043-000-0000-6302	Car Maintenance	115	2,598	687	2,500	2,500
01-043-000-0000-6330	Transportation & Travel & Parking	797	581	274	700	700
01-043-000-0000-6332	Hotel / Motel Lodging	2,241	2,045	752	1,500	1,100
01-043-000-0000-6340	Meals (Overnight)	490	396	156	800	600
01-043-000-0000-6352	Insurance	5,968	5,983	4,661	4,979	4,250
01-043-000-0000-6353	Workers Compensation Insurance	5,207	6,292	7,291	7,293	7,834
01-043-000-0000-6359	Wrecker Service	0	0	0	200	200
01-043-000-0000-6374	Auto & Trailer License	0	96	0	100	100
01-043-000-0000-6405	Office, Film & Computer Supplies	5,712	5,835	2,784	6,000	6,000
01-043-000-0000-6511	Gas And Oil	4,926	3,922	2,872	6,500	6,000
01-043-000-0000-6590	Repair & Maintenance Supplies	0	0	0	100	100
01-043-000-0000-6620	Auto, Trailers, Snowmobiles	0	0	12,900	28,000	14,000
01-043-000-0000-6625	Office Equipment	4,732	10,003	0	30,000	0
DEPT 043 Assessor	Revenue	171,180 -	166,730 -	171,483 -	171,000 -	157,900 -
	Expend.	818,619	780,683	542,017	806,925	825,181

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
043 DEPT Assessor

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
	Net	647,439	613,953	370,534	635,925	667,281

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
044 DEPT Central Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
01-044-000-0000-5204	PERA RATE REIMBURSEMENT	21,495 -	23,383 -	11,692 -	0	0
01-044-000-0000-5403	Cost Allocation Reimbursement	129,828 -	129,834 -	101,913 -	128,000 -	128,000 -
01-044-000-0000-5791	Interest Income	277,728 -	280,460 -	176,735 -	310,000 -	300,000 -
01-044-000-0000-5840	Misc Receipts	4,929 -	144,624 -	1,410 -	0	0
01-044-000-0000-5841	Mcit Dividend	41,513 -	43,724 -	0	135,000 -	90,000 -
01-044-000-0000-5866	Co Auction Proceeds	24 -	0	0	0	0
01-044-000-0000-5947	Transfer In From Other Funds	14,633 -	14,639 -	6,810 -	0	0
01-044-000-0000-6150	Health Insurance- Employer	116,129	25,238 -	16,366 -	0	0
01-044-000-0000-6205	Postage	0	0	0	0	2,500
01-044-000-0000-6231	Services, Labor, Contracts	64,869	49,865	31,300	169,666	120,000
01-044-000-0000-6240	Central Svcs Dues	2,100	0	0	2,000	0
01-044-000-0000-6250	Telephone	28	528 -	47	200	200
01-044-000-0000-6299	Employee Training	355 -	443	172	0	0
01-044-000-0000-6352	Insurance	15,277	16,110	14,314	14,279	13,505
01-044-000-0000-6353	Workers Compensation Insurance	39	161	0	0	0
01-044-000-0000-6405	Office & Computer Supplies	2,313	1,578 -	1,911	0	0
01-044-000-0000-6801	Appropriations	0	0	0	0	2,000
01-044-000-0000-6844	MN Rural Counties Caucus	0	2,100	2,100	2,100	2,100
01-044-000-0000-6845	Assoc of MN Counties	9,479	9,574	9,718	9,718	9,893
01-044-000-0000-6846	Arrowhead Counties approp	2,750	2,750	0	2,750	2,750
01-044-000-0000-6900	Transfers	1,096,530	663,127	0	0	0
01-044-048-0000-6205	Postage	17,638 -	1,947 -	2,341	5,000	0
01-044-048-0000-6301	Postage Rentals	22,600	2,293	1,720	1,697	1,700
01-044-048-0000-6405	Postage Supplies	624	520	244	0	0
01-044-049-0000-5840	Wellness Grant Receipts	1,910 -	0	0	0	0
01-044-100-0000-5001	Property Taxes - Current	6,652,353 -	6,543,917 -	3,955,646 -	5,724,934 -	8,138,779 -
01-044-100-0000-5004	Property Taxes - Delinquent	210,320 -	172,511 -	94,671 -	0	0
01-044-100-0000-5060	Mobile Home - Current	11,848 -	11,658 -	0	10,000 -	11,000 -
01-044-100-0000-5064	Mobile Home - Delinquent	2,270 -	1,286 -	1,168 -	0	0
01-044-100-0000-5065	Severed Mineral - Current	4,867 -	4,514 -	4,407 -	5,000 -	5,000 -
01-044-100-0000-5066	Severed Mineral - Delinquent	0	1 -	1 -	0	0
01-044-100-0000-5067	Industrial Minerals- Current	428 -	404 -	418 -	450 -	450 -
01-044-100-0000-5070	Penalty - Current	32,670 -	37,168 -	0	25,000 -	32,000 -
01-044-100-0000-5071	Penalty & Interest - Delinquent	84,697 -	64,246 -	27,826 -	45,000 -	55,000 -
01-044-100-0000-5201	Mv Credit Ms Statute 273.1384	109,119 -	105,311 -	0	0	0
01-044-100-0000-5203	Disaster Abatement Credit	0	447 -	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
044 DEPT Central Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-044-100-0000-5208	Tax Abatement	0	52,552 -	0	0	0
01-044-100-0000-5209	Disparity Reduction Aid	6,411 -	6,258 -	0	0	0
01-044-100-0000-5210	County Program Aid	403,753 -	655,734 -	312,063 -	655,734 -	766,339 -
01-044-100-0000-5216	Taconite Credit- Current	367,412 -	340,003 -	161	0	0
01-044-100-0000-5220	Concon Apport Ms 84 A 51 Intergo	162,952 -	133,032 -	0	0	0
01-044-100-0000-5251	In Lieu Apportionments & Receipts	967,128 -	985,771 -	13,380 -	936,080 -	1,173,088 -
01-044-100-0000-5252	Forf Tax Sales Apportionment	178,321 -	197,278 -	131,175 -	150,000 -	150,000 -
01-044-100-0000-6800	Tax Abatements	8,773	25,071	7,749	20,000	20,000
01-044-904-0000-6231	Flex Services, Labor, Etc	4,193	8,412	6,033	5,000	5,000
01-044-904-0000-6360	Flex Plan Withdrawals	4,518	5,468 -	376 -	0	0
DEPT 044 Central Services	Revenue	9,686,609 -	9,948,755 -	4,839,154 -	8,125,198 -	10,849,656 -
	Expend.	1,332,229	745,667	60,907	232,410	179,648
	Net	8,354,380 -	9,203,088 -	4,778,247 -	7,892,788 -	10,670,008 -

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
045 DEPT Motor Pool

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-045-000-0000-5840	Misc Receipts	58,088 -	61,139 -	0	30,000 -	60,000 -
01-045-000-0000-5866	Auction Proceeds	2,242 -	0	0	0	0
01-045-000-0000-6302	Car Maintenance	5,945	3,091	971	8,500	4,000
01-045-000-0000-6352	Insurance	5,523	7,704	7,401	7,058	7,470
01-045-000-0000-6353	Workers Comp Insurance	356	352	0	367	0
01-045-000-0000-6374	Auto & Trailer License, Taxes, Plate	0	176	0	200	200
01-045-000-0000-6511	Gas And Oil	50	30	0	0	0
01-045-000-0000-6512	Car Equipment	54	60	40	300	200
01-045-000-0000-6621	Auto Replacement	43,622	42,129	39,524	40,000	43,000
DEPT 045 Motor Pool	Revenue	60,330 -	61,139 -	0	30,000 -	60,000 -
	Expend.	55,550	53,542	47,936	56,425	54,870
	Net	4,780 -	7,597 -	47,936	26,425	5,130 -

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

049 DEPT Information Technologies

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>	
01-049-000-0000-5525	Label & Listing Sales	769 -	760 -	1,482 -	400 -	900 -	
01-049-000-0000-5868	Tint Rmb From Schools/City/Town	81 -	74 -	2 -	100 -	100 -	
01-049-000-0000-6101	Salaries- Full Time	282,475	234,134	169,204	240,182	309,821	
01-049-000-0000-6108	Meals (Not Overnight)	0	0	23	100	100	
01-049-000-0000-6124	Medicare- Employer 1.45%	4,042	3,347	2,421	3,483	4,493	
01-049-000-0000-6148	Employer Deduct Contribution- HS/	0	4,000	6,789	0	13,300	
01-049-000-0000-6149	Employer Deduct Contribution- Vet	7,160	0	0	4,000	0	
01-049-000-0000-6150	Health Insurance- Employer	35,189	32,928	22,296	36,221	48,168	
01-049-000-0000-6152	Life Insurance- Employer	208	138	85	160	328	
01-049-000-0000-6154	Long Term Disability- Employer	562	587	466	526	825	
01-049-000-0000-6159	Pera Co- Or 7.25%	20,862	17,560	12,604	17,414	23,237	
01-049-000-0000-6165	Fica- Employer 6.20%	17,284	14,312	10,352	14,892	19,209	
01-049-000-0000-6205	Postage	44	30	1 -	100	100	
01-049-000-0000-6208	Training/Education	4,203	289	852	6,500	6,500	
01-049-000-0000-6230	Printing & Advertising	0	0	0	100	100	
01-049-000-0000-6231	Programming, Services, Contracts	145,203	118,561	72,667	139,857	120,275	
01-049-000-0000-6250	Telephone	492	374	271	600	350	
01-049-000-0000-6330	Transportation & Travel & Parking	772	206	197	1,200	1,200	
01-049-000-0000-6332	Hotels / Motels	391	0	94	1,430	1,430	
01-049-000-0000-6340	Meals (Overnight)	28	5	0	300	300	
01-049-000-0000-6352	Insurance	1,379	1,176	939	911	985	
01-049-000-0000-6353	Workers Compensation Insurance	607	610	737	737	563	
01-049-000-0000-6402	Computer Supplies & Software	4,665	2,866	2,251	6,500	6,500	
01-049-000-0000-6405	Office Supplies (Non Computer)	671	1,432	466	1,500	1,500	
01-049-000-0000-6625	As/400, Computer & Office Equip.	95,845	69,218	2,641	39,000	40,000	
DEPT 049	Information Technologies	Revenue	850 -	834 -	1,484 -	500 -	1,000 -
		Expend.	622,082	501,773	305,354	515,713	599,284
		Net	621,232	500,939	303,870	515,213	598,284



# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

052 DEPT Administration/Personnel Dept

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
01-052-000-0000-6101	Salaries- Full Time	249,038	261,410	167,723	266,627	264,687
01-052-000-0000-6102	Salaries- - Part Time	0	0	3,643	0	39,981
01-052-000-0000-6108	Meals (Not Overnight)	36	60	22	50	50
01-052-000-0000-6109	Overtime	158	224	650	250	300
01-052-000-0000-6124	Medicare- Employer 1.45%	3,313	3,521	2,336	3,856	4,418
01-052-000-0000-6148	Employer Deduct Contribution- HS/	3,260	9,000	7,664	9,225	11,040
01-052-000-0000-6149	Employer Deduct Contribution- Vet	6,340	0	0	0	0
01-052-000-0000-6150	Health Insurance- Employer	41,382	39,373	27,330	44,594	41,832
01-052-000-0000-6152	Life Insurance- Employer	250	234	137	312	265
01-052-000-0000-6154	Long Term Disability- Employer	624	583	421	875	708
01-052-000-0000-6159	Pera Co- Or 7.25%	18,690	18,621	12,901	20,486	22,850
01-052-000-0000-6165	Fica- Employer 6.20%	14,165	15,054	9,990	16,934	18,890
01-052-000-0000-6205	Postage	333	530	344	400	400
01-052-000-0000-6208	Training/Education	9,495	10,445	2,998	10,000	4,000
01-052-000-0000-6230	Printing, Publishing & Adv	1,054	3,536	2,867	2,000	2,000
01-052-000-0000-6231	Services, Labor, Contracts	1,349	4,181	3,652	3,000	10,000
01-052-000-0000-6232	Attorney Services	31,156	44,055	10,679	26,000	25,000
01-052-000-0000-6234	Background Check Fee	2,124	2,867	2,657	2,200	2,200
01-052-000-0000-6240	Dues & Subscriptions	978	876	1,006	1,000	1,270
01-052-000-0000-6241	Registration Fee	3,179	2,279	2,344	4,000	2,000
01-052-000-0000-6250	Telephone	2,225	1,693	1,577	1,600	1,800
01-052-000-0000-6299	Employee Training	75	75	175	0	0
01-052-000-0000-6330	Transportation & Travel & Parking	1,827	528	1,058	2,000	1,500
01-052-000-0000-6332	Hotels / Motels	1,314	1,689	1,280	1,800	1,800
01-052-000-0000-6340	Meals(Overnight)	44	34	44	100	100
01-052-000-0000-6352	Insurance	1,152	1,176	939	911	985
01-052-000-0000-6353	Workers Compensation Insurance	490	583	651	650	630
01-052-000-0000-6405	Office & Computer Supplies	1,813	1,951	2,076	1,200	1,500
01-052-000-0000-6511	Gas And Oil	138	15	120	200	200
01-052-000-0000-6625	Office Equipment	1,092	2,233	758	1,500	2,000
DEPT 052	Administration/Personnel Dept					
	Revenue					
	Expend.	397,094	426,826	268,042	421,770	462,406
	Net	397,094	426,826	268,042	421,770	462,406

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
060 DEPT Elections

Report Basis: Cash

Account Number	Account Description	2015	2016	2017	ADOPTED 2017	PROPOSED 2018
		ACTUAL Mo. 01 - 12	ACTUAL Mo. 01 - 12	ACTUAL Mo. 01 - 12		
01-060-000-0000-5521	Election Filing Fees	0	460 -	0	0	600 -
01-060-000-0000-5840	Misc Receipts	0	25 -	73 -	0	25 -
01-060-000-0000-6101	Salaries- Full Time	0	7,859	0	0	8,000
01-060-000-0000-6102	Salaries- - Part Time	416 -	11,149	0	0	15,509
01-060-000-0000-6108	Meals(Not Overnight)	0	0	0	0	50
01-060-000-0000-6124	Medicare- Employer 1.45%	5	154	0	0	338
01-060-000-0000-6148	Employer Deduct Contribution- HS	0	417	0	0	0
01-060-000-0000-6150	Health Insurance Employer	0	2,058	0	0	0
01-060-000-0000-6152	Life Insurance- Employer	0	6	0	0	0
01-060-000-0000-6159	Pera Co- Or 7.25%	0	589	0	0	600
01-060-000-0000-6165	Fica- Employer 6.20%	23	658	0	0	1,458
01-060-000-0000-6205	Postage	178 -	3,413	1,046	0	3,500
01-060-000-0000-6208	Training/Education	0	200	0	0	250
01-060-000-0000-6230	Printing, Publishing & Adv	119 -	6,441	0	0	6,500
01-060-000-0000-6231	Services, Labor, Contracts	17,080	19,800	17,268	17,280	19,800
01-060-000-0000-6267	Unemployment Compensation	1,813	0	22	0	0
01-060-000-0000-6301	Rentals	0	0	0	0	200
01-060-000-0000-6330	Transportation & Travel	29	424	0	0	500
01-060-000-0000-6332	Hotels / Motels	0	0	0	0	500
01-060-000-0000-6340	Meals	0	128	0	0	150
01-060-000-0000-6353	Workers Compensation Insurance	0	42	1	1	46
01-060-000-0000-6405	Office & Computer Supplies	1,561 -	11,905	117 -	0	12,000
01-060-000-0000-6406	Ballots & Programming	13,213	51,523	682	1,000	55,500
01-060-000-0000-6630	Miscellaneous- Capital Outlay	0	0	0	50,000	50,000
DEPT 060 Elections	Revenue	0	485 -	73 -	0	625 -
	Expend.	29,889	116,766	18,902	68,281	174,901
	Net	29,889	116,281	18,829	68,281	174,276

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
090 DEPT Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-090-000-0000-5512	Costs Of Prosecution	12,114 -	27,654 -	25,717 -	15,372 -	20,705 -
01-090-000-0000-5527	Asst Co Atty & Sec Fees	39,406 -	55,260 -	38,910 -	40,185 -	44,449 -
01-090-000-0000-5612	Drug & Forfeiture Ms387.213	9,322 -	11,878 -	2,633 -	14,612 -	8,049 -
01-090-000-0000-5840	Misc Receipts	3,020 -	2,178 -	1,659 -	2,157 -	2,399 -
01-090-000-0000-6101	Salaries- Full Time	654,434	669,995	470,156	702,093	713,535
01-090-000-0000-6108	Meals Reimbursed (Taxable)	8	0	17	20	50
01-090-000-0000-6109	Overtime- Salaries	0	1,663	165	1,000	4,000
01-090-000-0000-6124	Medicare- Employer 1.45%	9,000	9,296	6,586	10,180	10,346
01-090-000-0000-6148	Employer Deduct Contribution- HS/	0	15,000	16,766	0	25,600
01-090-000-0000-6149	Employer Deduct Contribution- Vet	16,140	0	0	13,000	0
01-090-000-0000-6150	Health Insurance- Employer	84,186	91,860	55,242	101,046	88,092
01-090-000-0000-6152	Life Insurance- Employer	508	512	345	528	655
01-090-000-0000-6154	Long Term Disability- Employer	829	928	658	930	1,077
01-090-000-0000-6159	Pera Co- Or 7.25%	48,307	50,288	34,513	50,902	53,515
01-090-000-0000-6165	Fica- Employer 6.20%	38,482	39,749	28,160	43,529	44,239
01-090-000-0000-6205	Postage	2,483	2,840	1,061	2,211	2,264
01-090-000-0000-6208	Training/Education	1,719	3,807	716	2,244	2,681
01-090-000-0000-6213	Drug & Forfeiture Ms387.213	1,957	2,079	2,278	1,333	1,313
01-090-000-0000-6230	Printing, Publishing & Adv	1,068	320	338	1,014	1,003
01-090-000-0000-6231	Services, Labor, Contracts	200	1,397	0	1,000	1,000
01-090-000-0000-6232	Attorney Services	0	478	0	1,000	1,000
01-090-000-0000-6233	Court Reporter Services	610	170	14	376	325
01-090-000-0000-6234	Co Sheriff Services	2,286	4,640	1,292	3,339	4,054
01-090-000-0000-6239	Computer Research	14,378	10,855	0	13,844	19,620
01-090-000-0000-6240	Dues & Registration Fee	4,231	5,153	730	5,211	5,367
01-090-000-0000-6250	Telephone	1,240	1,108	613	1,295	1,228
01-090-000-0000-6252	Witness/Expert Witness & Travel Ex	0	0	0	1,000	1,000
01-090-000-0000-6260	Professional Consulting	0	0	0	500	500
01-090-000-0000-6272	Physical Examinations	0	0	0	0	200
01-090-000-0000-6330	Transportation & Travel & Parking	626	745	138	964	909
01-090-000-0000-6332	Hotels / Motels	137	291	327	593	447
01-090-000-0000-6333	Crt.Related Travel Expenses	393	172	381	399	486
01-090-000-0000-6340	Meals	0	0	0	20	50
01-090-000-0000-6352	Insurance	2,879	2,940	2,348	2,277	1,969
01-090-000-0000-6353	Workers Compensation Insurance	1,407	1,467	1,475	1,475	1,206
01-090-000-0000-6405	Office & Computer Supplies	9,235	7,608	5,874	11,844	9,712

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
090 DEPT Attorney

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-090-000-0000-6406	Law Publ. & Subscriptions	17,295	19,412	13,406	15,374	17,010
01-090-000-0000-6625	Office Equipment	6,520	7,128	2,379	7,670	7,131
DEPT 090 Attorney	<b>Revenue</b>	63,862 -	96,970 -	68,919 -	72,326 -	75,602 -
	<b>Expend.</b>	920,558	951,901	645,978	998,211	1,021,584
	<b>Net</b>	856,696	854,931	577,059	925,885	945,982

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
100 DEPT Recorder

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-100-000-0000-5529	County Recorder Fees	92,504 -	89,831 -	65,992 -	90,500 -	90,500 -
01-100-000-0000-5840	Misc Receipts	19,721 -	18,338 -	15,959 -	15,000 -	15,000 -
01-100-000-0000-6101	Salaries- Full Time	161,615	165,478	117,128	156,963	161,703
01-100-000-0000-6108	Meals Reimbursed (Taxable)	1	0	0	0	0
01-100-000-0000-6109	Overtime- Salaries	31	325	98	450	450
01-100-000-0000-6124	Medicare- Employer 1.45%	2,341	2,316	1,619	2,251	2,345
01-100-000-0000-6148	Employer Deduct Contribution- HS/	0	2,360	3,823	0	5,520
01-100-000-0000-6149	Employer Deduct Contribution- Vet	3,587	0	0	5,484	0
01-100-000-0000-6150	Health Insurance- Employer	15,039	16,997	13,490	17,287	21,842
01-100-000-0000-6152	Life Insurance- Employer	160	160	116	250	197
01-100-000-0000-6154	Long Term Disability- Employer	6	6	2	0	0
01-100-000-0000-6159	Pera Co- Or 7.25%	12,097	12,408	8,607	12,059	12,128
01-100-000-0000-6165	Fica- Employer 6.20%	10,008	9,904	6,922	9,969	10,026
01-100-000-0000-6169	MNDCP IN LIEU OF HEALTH INS	0	0	1,490	0	0
01-100-000-0000-6205	Postage	1,933	2,111	819	2,000	2,000
01-100-000-0000-6208	Training/Education	72	127	0	500	500
01-100-000-0000-6230	Printing, Publishing & Adv	597	274	97	600	600
01-100-000-0000-6231	Services, Labor, Contracts	33,195	622	200	1,000	1,000
01-100-000-0000-6240	Dues	420	780	60	500	500
01-100-000-0000-6241	Registration Fee	465	705	715	1,000	1,000
01-100-000-0000-6250	Telephone	428	403	211	600	600
01-100-000-0000-6301	Rentals	235	235	235	300	300
01-100-000-0000-6311	Sales Tax	1,287	1,220	921	1,300	1,300
01-100-000-0000-6312	Sales Tax Adjustment	2	1	0	0	0
01-100-000-0000-6330	Transportation & Travel	316	719	165	500	750
01-100-000-0000-6332	Hotels / Motels	751	1,298	480	1,000	1,500
01-100-000-0000-6340	Meals	78	149	57	100	150
01-100-000-0000-6352	Insurance	864	882	704	683	591
01-100-000-0000-6353	Workers Compensation Insurance	459	477	434	434	406
01-100-000-0000-6356	License Fees	2	21	0	0	0
01-100-000-0000-6405	Office & Computer Supplies	2,443	2,468	1,742	3,000	3,000
01-100-000-0000-6511	Gas And Oil	0	0	0	100	100
01-100-000-0000-6625	Office Equipment	173	330	0	300	1,000
01-100-195-0000-5529	Recorder Fees- Land records comp	58,685 -	58,597 -	42,087 -	55,000 -	55,000 -
01-100-195-0000-6231	Services, Labor, Contracts- Land Re	14,909	16,728	6,300	15,000	15,000
01-100-196-0000-5529	Recorder Fees- Recorder's Technol	53,350 -	53,170 -	38,290 -	50,000 -	50,000 -

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
100 DEPT Recorder

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED 2017	PROPOSED 2018
01- 100- 196- 0000- 6231	Services, Labor, Contracts- Recorde	13,242	13,590	8,157	15,000	65,000
01- 100- 196- 0000- 6625	Office & Other Equipment- Recorde	1,568	664	3,295	2,000	2,000
DEPT 100 Recorder	Revenue	224,260-	219,936-	162,328-	210,500-	210,500-
	Expend.	278,324	253,758	177,887	250,630	311,508
	Net	54,064	33,822	15,559	40,130	101,008

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

110 DEPT Courthouse Maintenance

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
01-110-000-0000-5840	Misc Receipts	4 -	40,000 -	20,000 -	20,000 -	20,000 -
01-110-000-0000-6101	Salaries- Full Time	128,047	125,053	101,538	129,165	153,355
01-110-000-0000-6102	Salaries- - Part Time	27,878	34,529	18,458	45,000	52,500
01-110-000-0000-6109	Overtime- Salaries	132	974	180	820	500
01-110-000-0000-6124	Medicare- Employer 1.45%	2,264	2,298	1,650	2,752	3,115
01-110-000-0000-6148	Employer Deduct Contribution- HS/	0	4,704	7,277	0	11,040
01-110-000-0000-6149	Employer Deduct Contribution- Vet	5,005	0	0	6,314	0
01-110-000-0000-6150	Health Insurance- Employer	22,085	21,870	27,372	0	40,010
01-110-000-0000-6152	Life Insurance- Employer	166	178	143	250	265
01-110-000-0000-6154	Long Term Disability- Employer	126	98	97	139	145
01-110-000-0000-6159	Pera Co- Or 7.25%	11,572	11,324	8,823	14,083	16,100
01-110-000-0000-6165	Fica- Employer 6.20%	9,678	9,828	7,054	12,044	13,300
01-110-000-0000-6208	Training/Education	50	0	269	300	300
01-110-000-0000-6231	Services, Labor, Contracts	34,723	35,345	20,434	28,000	35,000
01-110-000-0000-6250	Phone	584	511	564	700	600
01-110-000-0000-6254	Utilities & Heating	46,602	44,199	28,871	52,000	50,000
01-110-000-0000-6255	Garbage	6,526	6,856	4,796	6,500	6,500
01-110-000-0000-6271	Inspection Fees	210	210	210	500	600
01-110-000-0000-6272	Physical Examinations	385	110	110	0	0
01-110-000-0000-6306	Boiler Reg./License Fees	0	0	0	0	50
01-110-000-0000-6352	Insurance	2,430	1,926	1,389	1,588	1,451
01-110-000-0000-6353	Workers Compensation Insurance	9,577	9,601	7,643	7,643	6,474
01-110-000-0000-6374	Auto & Trailer	25	16	0	25	25
01-110-000-0000-6405	Office Supplies	144	31	70	200	200
01-110-000-0000-6422	Janitorial Supplies	11,991	11,829	10,909	17,000	15,000
01-110-000-0000-6511	Gas And Oil	520	253	275	800	600
01-110-000-0000-6590	Repair & Maintenance	1,410	16	0	0	0
01-110-000-0000-6610	Equipment	1,200	0	212	1,500	1,200
01-110-000-0000-6620	Auto, Trailers, Snowmobiles	9,395	0	0	0	0
01-110-000-0000-6625	Capital Equipment	0	1,657	0	0	0
DEPT 110 Courthouse Maintenance	Revenue	4 -	40,000 -	20,000 -	20,000 -	20,000 -
	Expend.	332,725	323,416	248,344	327,323	408,330
	Net	332,721	283,416	228,344	307,323	388,330

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
111 DEPT Buildings

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-111-000-0000-5330	State Grants- Disaster Funds	0	1,465 -	0	0	0
01-111-000-0000-6605	Building & Structures	20,150	45,534	52,886	72,000	72,000
DEPT 111 Buildings	Revenue	0	1,465 -	0	0	0
	Expend.	20,150	45,534	52,886	72,000	72,000
	Net	20,150	44,069	52,886	72,000	72,000



# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
120 DEPT Service Officer

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01- 120- 000- 0000- 5301	Co. Veteran Service Grant	10,000 -	10,000 -	0	10,000 -	10,000 -
01- 120- 000- 0000- 5760	Donations for Vet Van	200 -	18,000 -	0	0	0
01- 120- 000- 0000- 5840	Misc Receipts	0	103 -	2,643 -	0	0
01- 120- 000- 0000- 5862	Co Service Officer Van Reimbursen	7,580 -	5,952 -	4,179 -	7,500 -	7,000 -
01- 120- 000- 0000- 6101	Salaries- Full Time	53,295	56,314	40,689	58,000	60,625
01- 120- 000- 0000- 6102	Salaries- - Part Time	0	10,142	16,963	25,625	28,334
01- 120- 000- 0000- 6108	Meals Reimbursed (Taxable)	18	28	70	0	120
01- 120- 000- 0000- 6124	Medicare- Employer 1.45%	724	880	756	1,199	1,290
01- 120- 000- 0000- 6148	Employer Deduct Contribution- HS,	0	3,000	2,309	0	3,260
01- 120- 000- 0000- 6149	Employer Deduct Contribution- Vet	1,540	0	0	3,075	0
01- 120- 000- 0000- 6150	Health Insurance- Employer	6,941	8,544	9,047	8,982	12,756
01- 120- 000- 0000- 6152	Life Insurance- Employer	62	62	42	63	66
01- 120- 000- 0000- 6154	Long Term Disability- Employer	133	139	110	140	164
01- 120- 000- 0000- 6159	Pera Co- Or 7.25%	3,997	4,984	4,324	6,145	6,672
01- 120- 000- 0000- 6165	Fica- Employer 6.20%	3,096	3,761	3,232	5,254	5,515
01- 120- 000- 0000- 6205	Postage	265	240	94	400	250
01- 120- 000- 0000- 6208	Training/Education	139	157	0	0	180
01- 120- 000- 0000- 6230	Printing, Publishing & Adv	9,401	3,364	1,383	0	6,000
01- 120- 000- 0000- 6231	Services, Labor, Contracts	420	420	420	0	420
01- 120- 000- 0000- 6240	Dues	0	140	270	200	280
01- 120- 000- 0000- 6241	Registration Fee	0	50	100	150	100
01- 120- 000- 0000- 6250	Telephone	595	980	1,145	800	1,350
01- 120- 000- 0000- 6300	Maintenance- Service Contracts	450	450	1,750	459	750
01- 120- 000- 0000- 6302	Car Maintenance	2,884	1,882	622	1,800	1,000
01- 120- 000- 0000- 6330	Transportation & Travel	538	1,082	1,003	800	900
01- 120- 000- 0000- 6332	Hotel / Motel Lodging	253	1,488	1,013	600	800
01- 120- 000- 0000- 6340	Meals	65	160	97	90	160
01- 120- 000- 0000- 6350	Per Diem	6,750	6,500	4,400	9,500	7,000
01- 120- 000- 0000- 6352	Insurance	637	683	631	738	714
01- 120- 000- 0000- 6353	Workers Compensation Insurance	118	121	139	139	160
01- 120- 000- 0000- 6374	Auto & Trailer License	0	16	0	0	16
01- 120- 000- 0000- 6405	Office & Computer Supplies	1,818	2,006	629	0	450
01- 120- 000- 0000- 6511	Gas And Oil	3,117	2,481	1,843	5,000	3,000
01- 120- 000- 0000- 6512	Car Equipment	0	1,245	0	0	0
01- 120- 000- 0000- 6620	Auto, Trailers, Snowmobiles	0	21,239	0	0	0
01- 120- 000- 0000- 6625	Office Equipment	2,096	1,967	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
120 DEPT Service Officer

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>	
DEPT	120	Service Officer	Revenue	17,780-	34,055-	6,822-	17,500-	17,000-
			Expend.	99,352	134,525	93,081	129,159	142,332
			Net	81,572	100,470	86,259	111,659	125,332

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

121 DEPT Housing & Redevelopment

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
01-121-000-0000-6350	Per Diem	1,785	1,400	875	1,800	1,800
DEPT 121	Housing & Redevelopment					
	Revenue					
	Expend.	1,785	1,400	875	1,800	1,800
	Net	1,785	1,400	875	1,800	1,800

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

122 DEPT Planning & Zoning

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-122-000-0000-5133	Legal Workshop Fees	1,900 -	0	0	0	0
01-122-000-0000-5135	Planning & Zoning Permits	227,050 -	263,733 -	207,671 -	208,500 -	210,000 -
01-122-000-0000-5302	Shoreland State Grant	11,004 -	11,004 -	0	11,004 -	11,004 -
01-122-000-0000-5304	P&Z Wetland Conserv. State Grant	24,930 -	24,930 -	0	24,930 -	24,930 -
01-122-000-0000-5305	Riparian Project Aid	0	0	10,000 -	0	10,000 -
01-122-000-0000-5306	Invasive Species State Grant 477A.1	0	138,406 -	138,406	0	0
01-122-000-0000-5840	Misc Receipts	585 -	2,036 -	0	0	0
01-122-000-0000-5842	Co Development Funds	0	0	0	25,000 -	25,000 -
01-122-000-0000-6101	Salaries- Full Time	220,996	233,245	160,517	223,993	242,033
01-122-000-0000-6102	Salaries- - Part Time	12,571	18,895	11,718	10,000	10,000
01-122-000-0000-6108	Meals Reimbursed (Taxable)	73	54	30	100	100
01-122-000-0000-6109	Overtime- Salaries	287	0	123	500	500
01-122-000-0000-6124	Medicare- Employer 1.45%	3,281	3,590	2,415	3,798	3,660
01-122-000-0000-6148	Employer Deduct Contribution- HS/	3,260	7,500	8,566	0	12,520
01-122-000-0000-6149	Employer Deduct Contribution- Vet	4,271	0	0	7,688	0
01-122-000-0000-6150	Health Insurance- Employer	40,295	39,192	29,432	41,155	44,200
01-122-000-0000-6152	Life Insurance- Employer	197	200	152	300	310
01-122-000-0000-6154	Long Term Disability- Employer	250	259	187	250	200
01-122-000-0000-6159	Pera Co- Or 7.25%	16,484	17,191	11,890	20,160	19,255
01-122-000-0000-6165	Fica- Employer 6.20%	14,028	15,355	10,325	16,653	16,125
01-122-000-0000-6205	Postage	2,115	2,455	1,217	2,500	2,500
01-122-000-0000-6208	Training/Education	687	202	0	2,000	2,000
01-122-000-0000-6230	Printing, Publishing & Adv	1,532	1,697	1,354	2,000	2,000
01-122-000-0000-6231	Services, Labor, Contracts, Program	78,057	55,299	39,153	84,000	85,000
01-122-000-0000-6240	Dues	50	50	50	100	100
01-122-000-0000-6241	Registration Fee	401	605	240	500	500
01-122-000-0000-6250	Telephone	1,520	1,721	1,107	1,600	1,700
01-122-000-0000-6302	Car Maintenance	720	158	1,050	1,200	1,200
01-122-000-0000-6305	Legal Workshop Costs	1,812	0	0	0	0
01-122-000-0000-6330	Transportation & Travel	178	186	28	200	200
01-122-000-0000-6332	Hotel / Motel Lodging	842	0	0	700	700
01-122-000-0000-6340	Meals	223	0	0	200	200
01-122-000-0000-6350	Per Diem	6,190	6,950	4,760	6,000	6,500
01-122-000-0000-6352	Insurance	1,571	1,932	1,636	1,373	1,466
01-122-000-0000-6353	Workers Compensation Insurance	1,310	1,526	1,768	1,767	1,932
01-122-000-0000-6356	License Fees	8	93	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

122 DEPT Planning & Zoning

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-122-000-0000-6374	Auto & Trailer License, Taxes, Plate	16	32	0	50	0
01-122-000-0000-6405	Office, Computer, Film, & Field Sup	1,988	2,266	1,188	2,500	2,500
01-122-000-0000-6511	Gas And Oil	1,217	1,320	658	1,400	1,400
01-122-000-0000-6625	Office Equipment	1,410	619	1,700	2,500	2,500
01-122-000-0000-6800	Misc. Promotional	250	0	0	250	250
01-122-000-0000-6820	Refunds & Reimbursements	850	10,342	7,171	0	0
01-122-029-0000-5397	MPCA SSTS Upgrade Grant	22,171 -	0	0	0	0
01-122-029-0000-5840	MPCA SSTS Base Grant	35,100 -	26,018 -	0	26,100 -	21,600 -
01-122-029-0000-6304	MPCA SSTS Upgrade Grant Expense	26,475	21,698	0	0	0
01-122-038-0000-6330	Boa/Pc Mileage	7,430	7,127	4,896	7,000	7,000
01-122-052-0000-5840	ISTS AG BMP REVENUE	26,700 -	10,545 -	11,890 -	0	0
01-122-052-0000-6304	ISTS AG BMP EXPENSES	26,700	10,545	11,890	0	0
<b>DEPT 122 Planning &amp; Zoning</b>	<b>Revenue</b>	<b>349,440 -</b>	<b>476,672 -</b>	<b>91,155 -</b>	<b>295,534 -</b>	<b>302,534 -</b>
	<b>Expend.</b>	<b>479,545</b>	<b>462,304</b>	<b>315,221</b>	<b>442,437</b>	<b>468,551</b>
	<b>Net</b>	<b>130,105</b>	<b>14,368 -</b>	<b>224,066</b>	<b>146,903</b>	<b>166,017</b>

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
123 DEPT Coroner

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-123-000-0000-6231	Coroner Fees	12,000	18,000	8,250	15,000	16,500
01-123-000-0000-6260	Autopsies- - Pathologist, Xrays, Etc	27,747	49,988	21,844	35,000	38,000
01-123-000-0000-6330	Transportation For Autoposy	10,380	12,850	15,300	8,000	19,300
DEPT 123 Coroner	<b>Revenue</b>					
	<b>Expend.</b>	50,127	80,838	45,394	58,000	73,800
	<b>Net</b>	50,127	80,838	45,394	58,000	73,800

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015	2016	2017	ADOPTED	PROPOSED
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2017</u>	<u>2018</u>
		<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>		
01-200-000-0000-5307	Police State Aid- State Shared Rever	143,561 -	146,771 -	0	123,000 -	145,000 -
01-200-000-0000-5308	Police Officer Training	5,997 -	5,315 -	5,087 -	6,000 -	10,000 -
01-200-000-0000-5310	State Grants- Ot Grant	0	13,402 -	0	9,000 -	40,000 -
01-200-000-0000-5330	State Grants	0	0	21,598 -	20,000 -	0
01-200-000-0000-5530	County Sheriff Fees	28,515 -	15,058 -	11,800 -	15,000 -	20,000 -
01-200-000-0000-5531	County Sheriff From Welfare	503 -	180 -	720 -	200 -	200 -
01-200-000-0000-5532	County Sheriff Mileage	11,296 -	11,533 -	8,256 -	10,000 -	11,000 -
01-200-000-0000-5533	Alarm System	2,525 -	3,250 -	2,675 -	3,000 -	2,600 -
01-200-000-0000-5613	Cost Of Restitution	8,569 -	21,514 -	2,644 -	8,000 -	6,000 -
01-200-000-0000-5760	Contributions Restricted- Officer S	420	2,000 -	75 -	0	0
01-200-000-0000-5813	Sale of Squads	11,280 -	2,368 -	3,558 -	0	5,000 -
01-200-000-0000-5840	Misc Receipts	17,763 -	15,060 -	5,041 -	2,000 -	14,000 -
01-200-000-0000-5861	Insurance Proceeds/Reimbursemen	40,313 -	55,584 -	8,334 -	10,000 -	10,000 -
01-200-000-0000-6101	Salaries- Full Time	1,103,191	1,062,053	774,702	1,192,208	1,247,653
01-200-000-0000-6108	Meals Reimbursed (Taxable)	118	30	0	500	500
01-200-000-0000-6109	Overtime- Salaries	86,009	117,228	78,904	60,000	108,000
01-200-000-0000-6110	Holiday Pay	50,899	49,913	33,738	60,234	62,975
01-200-000-0000-6124	Medicare- Employer 1.45%	17,400	17,093	12,782	18,245	20,570
01-200-000-0000-6148	Employer Deduct Contribution- HS/	0	2,333	21,923	0	45,900
01-200-000-0000-6149	Employer Deduct Contribution- Vet	2,540	0	0	2,604	0
01-200-000-0000-6150	Health Insurance- Employer	196,655	216,336	156,997	231,840	224,346
01-200-000-0000-6151	Severence Pay	0	0	41,000	0	0
01-200-000-0000-6152	Life Insurance- Employer	990	986	621	1,200	1,310
01-200-000-0000-6154	Long Term Disability- Employer	203	211	255	400	400
01-200-000-0000-6155	Long Term Disability- Employee	0	0	0	400	0
01-200-000-0000-6159	Pera	186,491	188,760	135,839	199,049	220,263
01-200-000-0000-6165	Fica- Employer 6.20%	6,383	6,384	4,595	6,925	6,890
01-200-000-0000-6205	Postage	2,490	2,999	1,433	2,100	2,100
01-200-000-0000-6230	Printing, Publishing & Adv	875	772	388	600	700
01-200-000-0000-6231	Services & Labor (Incl Contracts)	30,401	27,635	18,744	38,000	41,000
01-200-000-0000-6240	Dues	3,100	3,635	2,905	6,500	6,500
01-200-000-0000-6241	Registration Fee	0	22	0	500	500
01-200-000-0000-6250	Telephone	14,031	17,507	10,242	19,000	21,000
01-200-000-0000-6254	Utilities	0	0	0	2,000	2,000
01-200-000-0000-6260	Professional Consulting	0	250	0	1,000	1,000
01-200-000-0000-6267	Unemployment Compensation	0	658	8,731	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-200-000-0000-6272	Physical Examinations	0	880	575	1,000	1,000
01-200-000-0000-6302	Car Maintenance	37,034	58,424	38,798	38,000	42,000
01-200-000-0000-6314	Radio Maint	10,108	4,725	0	8,000	8,000
01-200-000-0000-6330	Transportation & Travel & Parking	17	443	12	200	200
01-200-000-0000-6332	Hotels / Motels	87	0	0	500	500
01-200-000-0000-6340	Meals	13	0	0	250	250
01-200-000-0000-6352	Insurance	51,898	51,389	52,448	48,089	49,242
01-200-000-0000-6353	Workers Compensation Insurance	30,916	32,635	33,057	32,750	28,026
01-200-000-0000-6359	Wrecker Service	8,320	3,103	2,575	5,000	5,000
01-200-000-0000-6374	Auto & Trailer License	136	95	75	500	500
01-200-000-0000-6405	Office Supplies	11,863	10,669	6,576	8,000	8,500
01-200-000-0000-6409	Deputy Supplies	11,529	5,895	2,629	10,000	10,000
01-200-000-0000-6410	Clothing Allowance	2,822	17,369	2,503	6,000	6,000
01-200-000-0000-6511	Gas And Oil	53,692	48,986	36,351	75,000	72,000
01-200-000-0000-6590	Repair & Maintenance Supplies	246	3,031	414	2,000	0
01-200-000-0000-6610	Equipment & Radios	20,326	19,745	10,858	20,000	30,000
01-200-000-0000-6620	Auto, Trailers, Snowmobiles	120,096	99,950	103,193	104,000	115,000
01-200-000-0000-6625	Office Equipment	9,729	1,032	2,262	5,000	5,000
01-200-003-0000-6200	Arlt- Sheriff Training	0	0	0	4,000	4,500
01-200-003-0000-6241	Registration Fee	7,522	8,511	7,370	7,000	10,000
01-200-003-0000-6330	Transportation & Travel & Parking	82	446	0	800	1,000
01-200-003-0000-6332	Hotels / Motels	2,005	3,106	1,091	3,000	3,200
01-200-003-0000-6340	Meals	191	205	113	400	500
01-200-003-0000-6511	Gas And Oil	0	25	0	200	200
01-200-019-0000-5760	Canine Donations	1,275	730	100	0	100
01-200-019-0000-5840	Misc Receipts	0	0	0	1,000	0
01-200-019-0000-6108	Meals (Not Overnight)	0	0	17	0	0
01-200-019-0000-6230	Printing, Publishing & Adv	0	0	99	0	0
01-200-019-0000-6231	Services, Labor, Contracts	2,835	1,016	1,415	1,200	2,000
01-200-019-0000-6240	Dues/Assoc Fees	65	50	0	100	100
01-200-019-0000-6241	Registration Fee	160	135	250	0	0
01-200-019-0000-6332	Hotel/Motel Lodging	215	314	0	200	300
01-200-019-0000-6340	Meals Reimbursed Non- Taxable	16	33	0	0	0
01-200-019-0000-6352	Insurance- Vehicles/Equipment/Lia	0	0	0	350	0
01-200-019-0000-6405	Office & Computer Supplies	653	0	47	0	0
01-200-019-0000-6409	Supplies	1,553	278	198	1,400	1,500



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
200 DEPT Enforcement

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-200-020-0000-5760	Posse Donations	420 -	0	0	0	0
01-200-039-0000-5517	Fees For Gun Permits	18,995 -	29,675 -	17,030 -	0	0
01-200-039-0000-6425	Gun Permit Expenses	10,340	14,018	11,175	0	0
01-200-040-0000-5333	TZD Dps State Grant	16,187 -	12,972 -	10,223 -	0	0
01-200-040-0000-5840	Misc Receipts- TZD Donation	0	525 -	0	0	0
01-200-040-0000-6304	TZD Grant Expenses	14,393	14,308	9,539	0	0
DEPT 200 Enforcement	<b>Revenue</b>	306,779 -	335,937 -	97,141 -	207,200 -	263,900 -
	<b>Expend.</b>	2,110,638	2,115,621	1,627,439	2,226,244	2,418,125
	<b>Net</b>	1,803,859	1,779,684	1,530,298	2,019,044	2,154,225

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

201 DEPT Sheriff Contingency For D & A

<u>Account Number</u>		<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
	01-201-000-0000-5612	Drug & Forfeiture Ms387.213	2,140 -	2,812 -	2,709 -	0	0
DEPT	201	Sheriff Contingency For D & A	Revenue 2,140 -	2,812 -	2,709 -	0	0
		Expend.					
		Net	2,140 -	2,812 -	2,709 -	0	0

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
202 DEPT Boat & Water

Report Basis: Cash

Account Number	Account Description	2015	2016	2017	ADOPTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	2017	2018
		Mo. 01 - 12	Mo. 01 - 12	Mo. 01 - 12		
01-202-000-0000-5310	State Grants- B & W Ppl (Ot)	8,863 -	27,235 -	41,293 -	6,375 -	6,375 -
01-202-000-0000-5315	Boat & Water State Grant	0	0	0	20,860 -	20,860 -
01-202-000-0000-5760	Donations	500 -	0	0	0	0
01-202-000-0000-5840	Misc Receipts	156 -	2,779 -	2,093 -	150 -	150 -
01-202-000-0000-5861	Insurance Proceeds/Reimbursemen	4,137 -	0	0	0	0
01-202-000-0000-6101	Salaries- Full Time	25,193	27,014	19,050	26,763	27,735
01-202-000-0000-6102	Salaries- - Part Time	14,879	15,455	12,598	15,375	16,100
01-202-000-0000-6109	Salaries- Overtime	5,181	1,569	990	6,500	7,100
01-202-000-0000-6110	Holiday Pay	902	941	647	1,025	1,248
01-202-000-0000-6124	Medicare- Employer 1.45%	655	634	463	723	757
01-202-000-0000-6148	Employer Deduct Contribution- HS/	0	0	1,494	0	1,562
01-202-000-0000-6150	Health Insurance- Employer	5,811	6,000	5,714	6,048	6,987
01-202-000-0000-6152	Life Insurance- Employer	32	31	21	30	32
01-202-000-0000-6159	Pera	5,067	4,783	3,351	8,269	7,054
01-202-000-0000-6165	Fica- Employer 6.20%	923	958	781	1,050	1,208
01-202-000-0000-6230	Printing, Publishing & Adv	261	0	0	300	300
01-202-000-0000-6231	Services & Labor (Incl Contracts)	0	1,819	485	2,500	2,500
01-202-000-0000-6250	Telephone	0	396	226	350	400
01-202-000-0000-6254	Utilities	234	282	173	300	300
01-202-000-0000-6272	Physical Examinations	0	0	0	400	400
01-202-000-0000-6302	B&W Maintenance	6,498	3,864	3,066	3,000	4,000
01-202-000-0000-6314	Radio Maint	0	0	0	400	500
01-202-000-0000-6352	Insurance	2,401	2,512	2,615	2,260	2,558
01-202-000-0000-6353	Workers Compensation Insurance	1,334	1,280	1,306	1,298	1,146
01-202-000-0000-6374	Auto & Trailer License	0	16	90	150	150
01-202-000-0000-6405	Office Supplies	210	262	395	200	350
01-202-000-0000-6409	Field Supplies	0	165	102	1,000	1,000
01-202-000-0000-6410	Clothing Allowance	796	0	257	800	800
01-202-000-0000-6511	Gas And Oil	4,448	4,038	1,769	4,000	4,000
01-202-000-0000-6610	Equipment	78	0	0	3,000	3,000
01-202-000-0000-6617	Radio Equipment	0	0	0	500	1,500
01-202-000-0000-6620	Auto, Trailers, Snowmobiles	0	0	20,077	0	0
DEPT 202 Boat & Water	Revenue	13,656 -	30,014 -	43,386 -	27,385 -	27,385 -
	Expend.	74,903	72,019	75,670	86,241	92,687
	Net	61,247	42,005	32,284	58,856	65,302

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
203 DEPT Snowmobile

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
01-203-000-0000-5315	Snowmobile State Grant	6,145 -	5,958 -	5,958 -	6,145 -	6,145 -
01-203-000-0000-5840	Misc Receipts	46 -	48 -	30 -	30 -	30 -
01-203-000-0000-6101	Salaries- Full Time	17,729	18,692	16,903	18,399	19,274
01-203-000-0000-6109	Salaries- Overtime	318	392	412	400	400
01-203-000-0000-6110	Holiday Pay	1,405	1,197	1,255	1,538	1,664
01-203-000-0000-6124	Medicare- Employer 1.45%	271	292	249	297	310
01-203-000-0000-6148	Employer Deduct Contribution- HS/	0	0	0	0	1,086
01-203-000-0000-6150	Health Insurance- Employer	4,343	4,857	5,286	4,158	4,860
01-203-000-0000-6152	Life Insurance- Employer	24	25	16	20	21
01-203-000-0000-6159	Pera Co- Or 14.4%	3,052	3,209	2,973	3,309	3,457
01-203-000-0000-6231	Services, Labor, Contracts	520	0	0	1,000	1,000
01-203-000-0000-6250	Telephone	109	210	224	300	320
01-203-000-0000-6302	Car Maintenance	444	484	67	800	1,000
01-203-000-0000-6314	Radio Maint	250	0	0	300	300
01-203-000-0000-6352	Insurance	0	0	0	400	0
01-203-000-0000-6353	Workers Comp Insurance	644	703	567	560	513
01-203-000-0000-6374	Auto & Trailer License	0	16	0	30	30
01-203-000-0000-6409	Field Supplies	0	0	0	200	200
01-203-000-0000-6410	Clothing Allowance	0	0	0	200	300
01-203-000-0000-6511	Gas And Oil	1,323	847	849	1,800	1,800
01-203-000-0000-6610	Equipment	115	0	60	0	0
01-203-000-0000-6630	Misc- Capital Expense	0	0	0	0	4,000
DEPT 203 Snowmobile	Revenue	6,191 -	6,006 -	5,988 -	6,175 -	6,175 -
	Expend.	30,547	30,924	28,861	33,711	40,535
	Net	24,356	24,918	22,873	27,536	34,360

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
204 DEPT ATV

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-204-000-0000-5315	ATV State Grant	14,212 -	13,865 -	13,865 -	14,212 -	14,212 -
01-204-000-0000-6101	Salaries- Full Time	9,658	9,218	2,528	10,599	10,882
01-204-000-0000-6109	Salaries- Overtime	489	78	40	2,000	5,000
01-204-000-0000-6110	Holiday Pay	988	986	323	1,025	998
01-204-000-0000-6124	Medicare- Employer 1.45%	156	133	40	200	245
01-204-000-0000-6148	Employer Deduct Contribution- HS/	0	0	0	0	612
01-204-000-0000-6150	Health Insurance Employer	1,357	1,143	0	2,394	2,734
01-204-000-0000-6152	Life Insurance- Employer	7	6	5	12	16
01-204-000-0000-6159	Pera	1,787	1,539	468	2,268	2,735
01-204-000-0000-6231	Services, Labor, Contracts	0	0	0	750	750
01-204-000-0000-6250	Telephone	61	157	56	150	165
01-204-000-0000-6302	Car Maintenance	1,908	918	1,156	1,500	1,500
01-204-000-0000-6314	Radio Maint	275	0	0	0	0
01-204-000-0000-6352	Insurance	0	0	0	400	0
01-204-000-0000-6353	Workers Compensation Insurance	371	304	318	318	258
01-204-000-0000-6374	Auto & Trailer License	0	0	0	50	50
01-204-000-0000-6409	Field Supplies	0	0	0	1,200	400
01-204-000-0000-6511	Gas And Oil	1,433	1,105	433	1,500	1,500
01-204-000-0000-6610	Equipment	357	220	416	0	0
01-204-000-0000-6630	Misc- Capital Outlay	0	0	0	4,000	4,000
DEPT 204 ATV	Revenue	14,212 -	13,865 -	13,865 -	14,212 -	14,212 -
	Expend.	18,847	15,807	5,783	28,366	31,845
	Net	4,635	1,942	8,082 -	14,154	17,633

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## USER-SELECTED BUDGET REPORT

01 FUND General Fund  
206 DEPT Forfeitures

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-206-000-0000-5840	Revenue/Forfeitures	22,265 -	60,190 -	13,836 -	0	0
01-206-000-0000-6409	Forfeiture Supplies	35,430	46,359	6,283	0	0
DEPT 206 Forfeitures	<b>Revenue</b>	22,265 -	60,190 -	13,836 -	0	0
	<b>Expend.</b>	35,430	46,359	6,283	0	0
	<b>Net</b>	13,165	13,831 -	7,553 -	0	0

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
252 DEPT Corrections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-252-000-0000-5001	Property Taxes - Current	0	0	0	1,996,480 -	0
01-252-000-0000-5530	Corrections Fees	9,752 -	9,757 -	6,712 -	7,500 -	8,000 -
01-252-000-0000-5532	Transport Inmates	3,229 -	3,544 -	1,999 -	2,500 -	2,500 -
01-252-000-0000-5534	Huber	0	7,335 -	2,213 -	0	0
01-252-000-0000-5535	Board Of Prisoners	528,904 -	418,474 -	322,795 -	390,000 -	390,000 -
01-252-000-0000-5536	Inmate Medical (Boarding)	2,983 -	15,082 -	10,457 -	3,000 -	10,000 -
01-252-000-0000-5541	Pay To Stay Incountry Boarding Mn6	31,595 -	38,162 -	30,051 -	30,000 -	40,000 -
01-252-000-0000-5542	Pay To Stay Incountry Medical Mn64	460 -	0	0	0	0
01-252-000-0000-5840	Misc Receipts	4,874 -	905 -	1,322 -	2,000 -	1,000 -
01-252-000-0000-5860	Jury Duty Reimb	0	30 -	47 -	0	0
01-252-000-0000-5861	Medical Co Pay From Inmates	1,078 -	2,078 -	926 -	1,200 -	1,000 -
01-252-000-0000-6101	Salaries- Full Time	1,242,404	1,283,278	895,477	1,274,080	1,296,550
01-252-000-0000-6102	Salaries- - Part Time	61,153	50,405	29,404	60,000	65,000
01-252-000-0000-6108	Meals Reimbursed (Taxable)	0	41	5	0	0
01-252-000-0000-6109	Overtime- Salaries	76,024	73,067	46,406	55,000	70,000
01-252-000-0000-6110	Holiday Pay	52,286	53,781	36,129	62,000	64,500
01-252-000-0000-6124	Medicare- Employer 1.45%	19,813	20,114	13,597	20,931	21,693
01-252-000-0000-6148	Employer Deduct Contribution- HS/	0	4,000	7,392	0	14,690
01-252-000-0000-6149	Employer Deduct Contribution- Vet	4,540	0	0	4,613	0
01-252-000-0000-6150	Health Insurance- Employer	290,466	317,122	210,658	322,396	330,984
01-252-000-0000-6152	Life Insurance- Employer	1,532	1,680	1,113	1,580	1,770
01-252-000-0000-6154	Long Term Disability- Employer	277	371	287	350	370
01-252-000-0000-6159	Pera 8.75%	119,841	122,633	84,622	133,119	129,965
01-252-000-0000-6165	Fica- Employer 6.20%	81,970	83,161	56,116	88,536	92,755
01-252-000-0000-6205	Postage	55	38	14	100	100
01-252-000-0000-6230	Printing, Publishing & Adv	938	49	69	500	500
01-252-000-0000-6231	Services & Labor (Incl Contracts)	33,226	31,453	32,664	35,000	50,000
01-252-000-0000-6234	Huber- Electronic Monitor	0	0	0	1,000	1,000
01-252-000-0000-6240	Dues	0	35	0	0	0
01-252-000-0000-6250	Telephone	3,326	3,711	3,232	4,000	4,500
01-252-000-0000-6254	Utilities & Heating	101,970	110,656	71,478	100,000	100,000
01-252-000-0000-6260	Prof Counseling - Inmates	0	0	0	1,000	1,000
01-252-000-0000-6262	Medical Expenses & Supplies - Inm:	48,681	128,518	91,854	100,000	125,000
01-252-000-0000-6267	Unemployment Compensation	13,377	0	0	1,000	1,000
01-252-000-0000-6271	Inspection Fees	0	0	0	500	500
01-252-000-0000-6272	Physical Examinations	1,755	410	110	1,000	1,000

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
252 DEPT Corrections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2015 ACTUAL Mo. 01 - 12</u>	<u>2016 ACTUAL Mo. 01 - 12</u>	<u>2017 ACTUAL Mo. 01 - 12</u>	<u>ADOPTED 2017</u>	<u>PROPOSED 2018</u>
01-252-000-0000-6302	Car Maintenance	3,405	2,942	7,677	3,000	4,500
01-252-000-0000-6314	Radio Maint	575	65	0	0	0
01-252-000-0000-6330	Prisoner Transportation & Travel	4,808	6,738	5,572	6,000	6,000
01-252-000-0000-6332	Hotel / Motel Lodging	0	135 -	0	0	0
01-252-000-0000-6340	Meals	0	54 -	0	0	0
01-252-000-0000-6352	Insurance	3,036	882	704	683	591
01-252-000-0000-6353	Workers Compensation Insurance	29,342	29,330	30,357	30,767	26,253
01-252-000-0000-6374	Auto & Trailer License	0	16	0	50	50
01-252-000-0000-6405	Office & Computer Supplies	10,714	9,670	4,538	10,000	10,000
01-252-000-0000-6409	Jail Supplies	0	0	0	3,000	3,000
01-252-000-0000-6410	Clothing Allowance	5,185	4,097	2,622	5,000	5,000
01-252-000-0000-6418	Groceries	182,171	191,054	130,413	165,000	195,000
01-252-000-0000-6420	Kitchen Supplies	2,359	2,898	296	3,500	3,500
01-252-000-0000-6421	Laundry Supplies	0	11	0	0	0
01-252-000-0000-6422	Janitorial Supplies	29,501	31,358	20,765	30,000	31,000
01-252-000-0000-6424	Inmate Supplies	7,552	7,648	5,050	5,000	5,000
01-252-000-0000-6511	Gas And Oil	822	9	47	300	300
01-252-000-0000-6513	Fuel Oil	0	0	0	700	500
01-252-000-0000-6590	Repair & Maintenance Supplies	45,111	34,526	42,681	28,000	40,000
01-252-000-0000-6605	Building & Structures	0	0	0	0	30,000
01-252-000-0000-6610	Equipment	688	662	0	0	0
01-252-000-0000-6625	Office Equipment	1,207	2,420	345	0	0
01-252-000-0000-6630	Miscellaneous- Capital Outlay	0	2,060	0	3,000	3,000
01-252-003-0000-6241	School Registration Fee	570	2,106	488	4,000	4,000
01-252-003-0000-6330	School Tran & Travel & Parking	72	83	120	300	300
01-252-003-0000-6332	School Hotels / Motels	1,136	1,887	890	2,500	3,000
01-252-003-0000-6340	Schooling Meals	30	248	123	500	500
01-252-003-0000-6511	Gas And Oil	40	263	52	300	300
01-252-252-0000-5840	Drug test kit reimbursement	0	0	50 -	0	0
01-252-252-0000-5870	Prisoner Welfare Account(Non Tax)	6,400	1,497 -	834 -	0	0
01-252-252-0000-5871	Tw Vending Prisoner Welfare(Non T	4,533 -	4,757 -	3,404 -	0	0
01-252-252-0000-5872	Phone Card Prisoner Welfare(Taxab	48,645 -	46,646 -	35,778 -	0	0
01-252-252-0000-5885	Commissary Sales Taxable	13,773 -	13,628 -	11,492 -	0	0
01-252-252-0000-6405	Prisoner Welfare	36,520	26,873	11,779	0	0
01-252-252-0000-6406	Phone Card Prisoner Welfare	22,619	16,336	17,290	0	0
01-252-252-0000-6408	Commissary Supplies	4,821	6,369	7,330	0	0



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
252 DEPT Corrections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-252-252-0000-6430	Drug Test Kits	0	0	534	0	0
DEPT 252 Corrections	Revenue	643,426-	561,895-	428,080-	2,432,680-	452,500-
	Expend.	2,545,918	2,664,885	1,870,300	2,568,305	2,744,671
	Net	1,902,492	2,102,990	1,442,220	135,625	2,292,171

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

253 DEPT Sentence to Serve

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018	
01-253-000-0000-5315	State Grant Funding	30,443 -	32,788 -	21,934 -	30,443 -	30,443 -	
01-253-000-0000-5760	Donations	3,648 -	5,550 -	1,250 -	1,500 -	1,500 -	
01-253-000-0000-5840	Misc Receipts	61 -	321 -	0	0	0	
01-253-000-0000-6101	Salaries- Full Time	91,580	95,573	67,500	98,185	101,511	
01-253-000-0000-6109	Salaries- Overtime	831	126	129	500	500	
01-253-000-0000-6110	Holiday Pay	180	251	0	0	0	
01-253-000-0000-6124	Medicare Employer	1,251	1,278	865	1,435	1,471	
01-253-000-0000-6148	Employer Deduct Contribution- HS/	0	0	951	0	3,260	
01-253-000-0000-6150	Health Insurance Employer	22,800	24,000	18,914	25,200	28,380	
01-253-000-0000-6152	Life Insurance- Employer	125	125	83	130	132	
01-253-000-0000-6154	Long Term Disability- Employer	125	131	98	132	134	
01-253-000-0000-6159	Pera Co- Or	8,091	8,375	5,918	8,846	8,883	
01-253-000-0000-6165	Fica- Employer	5,348	5,464	3,700	6,269	6,394	
01-253-000-0000-6204	Juvenile Detention	9,340	62,411	13,664	0	0	
01-253-000-0000-6231	Services, Labor, Contracts	405	861	932	0	0	
01-253-000-0000-6241	Registration Fee/license plates	0	30	0	0	0	
01-253-000-0000-6250	Telephone	160	518	360	300	530	
01-253-000-0000-6302	Car Maintenance	603	6,378	2,787	3,000	4,000	
01-253-000-0000-6314	Radio Maint	130	65	0	0	0	
01-253-000-0000-6330	Transportation/Travel/Parking (Ow	0	0	0	250	250	
01-253-000-0000-6332	Hotel/Motel Lodging	0	0	0	250	250	
01-253-000-0000-6340	Meals (Overnight)	0	0	0	50	100	
01-253-000-0000-6352	Insurance	1,545	1,746	1,764	1,785	2,312	
01-253-000-0000-6353	Workers Comp Insurance	2,508	2,812	2,760	2,760	2,488	
01-253-000-0000-6374	Auto & Trailer License	0	48	0	0	50	
01-253-000-0000-6405	Operating Supplies	5,053	4,197	2,157	4,000	4,000	
01-253-000-0000-6409	STS Project Supplies	0	15	0	1,000	1,000	
01-253-000-0000-6511	Gas And Oil	4,459	3,392	2,186	5,250	4,250	
01-253-000-0000-6590	Repair & Maintenance Supplies	0	0	0	1,500	1,500	
01-253-000-0000-6610	Equipment	784	550	0	1,500	1,500	
01-253-000-0000-6625	Office Equipment	0	144	0	200	200	
01-253-000-0000-6823	County Allocation	149,344	59,268	0	0	0	
01-253-003-0000-6241	Registration Fee	0	240	0	0	0	
<b>DEPT 253</b>	<b>Sentence to Serve</b>	<b>Revenue</b>	<b>34,152 -</b>	<b>38,659 -</b>	<b>23,184 -</b>	<b>31,943 -</b>	<b>31,943 -</b>
		<b>Expend.</b>	<b>304,662</b>	<b>277,998</b>	<b>124,768</b>	<b>162,542</b>	<b>173,095</b>

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
253 DEPT Sentence to Serve

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
	Net	270,510	239,339	101,584	130,599	141,152

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

254 DEPT Enhanced 911 System

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018	
01-254-000-0000-5310	State 'Shared Revenue'- Enhanced 9	89,190 -	89,190 -	59,460 -	90,000 -	89,000 -	
01-254-000-0000-6230	Printing, Publishing & Adv	0	60	0	0	0	
01-254-000-0000-6231	Services, Labor, Contracts	104,997	283,836	113,465	90,000	86,000	
01-254-000-0000-6405	Office & Computer Supplies	899	264	615	0	0	
01-254-000-0000-6511	Gas And Oil	0	0	13	0	0	
01-254-000-0000-6610	Equipment	0	1,583	0	0	0	
01-254-000-0000-6625	E- 911 Equipment	5,046	0	175	0	0	
01-254-003-0000-6241	Registration Fee	0	0	250	0	0	
<b>DEPT 254</b>	<b>Enhanced 911 System</b>	<b>Revenue</b>	<b>89,190 -</b>	<b>89,190 -</b>	<b>59,460 -</b>	<b>90,000 -</b>	<b>89,000 -</b>
		<b>Expend.</b>	<b>110,942</b>	<b>285,743</b>	<b>114,518</b>	<b>90,000</b>	<b>86,000</b>
		<b>Net</b>	<b>21,752</b>	<b>196,553</b>	<b>55,058</b>	<b>0</b>	<b>3,000 -</b>

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

255 DEPT General Crime Victim Grant

<u>Account Number</u>	<u>Account Description</u>	2015	2016	2017	ADOPTED	PROPOSED
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2017</u>	<u>2018</u>
		<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>		
01-255-000-0000-5310	Crime Victims State Grant	42,000 -	59,724 -	26,572 -	67,200 -	67,200 -
01-255-000-0000-5840	Misc Receipts	1,159 -	844 -	758 -	417 -	419 -
01-255-000-0000-6101	Salaries- Full Time	47,916	20,516	20,792	45,000	48,368
01-255-000-0000-6108	Meals Reimbursed (Taxable)	0	0	0	0	20
01-255-000-0000-6124	Medicare- Employer 1.45%	670	286	288	652	701
01-255-000-0000-6148	Employer Deduct Contribution- HS/	0	1,000	679	0	3,260
01-255-000-0000-6149	Employer Deduct Contribution- Vet	1,000	0	0	1,000	0
01-255-000-0000-6150	Health Insurance- Employer	7,425	2,744	3,596	9,878	14,580
01-255-000-0000-6152	Life Insurance- Employer	62	42	26	69	66
01-255-000-0000-6154	Long Term Disability- Employer	120	42	83	134	131
01-255-000-0000-6159	Pera Co- Or 7.25%	3,594	1,476	1,484	3,263	3,627
01-255-000-0000-6165	Fica- Employer 6.20%	2,865	1,223	1,231	2,790	2,999
01-255-000-0000-6205	Postage	165	232	504	277	298
01-255-000-0000-6230	Printing, Publishing & Adv	0	0	78	200	200
01-255-000-0000-6231	Services, Labor, Contracts	0	0	0	1,500	1,500
01-255-000-0000-6250	Telephone	136	77	119	168	194
01-255-000-0000-6272	Physical Examinations	0	0	0	0	200
01-255-000-0000-6330	Transportation/Travel/Parking (Ow	0	107	0	220	220
01-255-000-0000-6332	Hotel / Motel Lodging	0	0	293	0	0
01-255-000-0000-6340	Meals Reimbursed Non- Taxable	0	25	0	20	20
01-255-000-0000-6353	Workers Compensation Insurance	270	278	256	256	81
01-255-000-0000-6405	Office & Computer Supplies	386	282	1,400	1,400	1,252
01-255-000-0000-6409	Program Supplies	0	0	728	472	488
01-255-000-0000-6625	Office Equipment & Other Equipme	0	667	2,534	1,350	1,512
01-255-003-0000-6241	Registration Fee/Training	0	175	0	200	200
01-255-003-0000-6330	Transportation/Travel/Parking (Ow	0	0	0	200	200
01-255-003-0000-6332	Hotel / Motel Lodging	0	0	0	300	300
01-255-003-0000-6340	Meals	0	0	0	100	100
01-255-031-0000-5840	Emergency Fund Money	1 -	555	0	1,000 -	1,000 -
<b>DEPT 255</b>	<b>General Crime Victim Grant</b>					
	<b>Revenue</b>	<b>43,160 -</b>	<b>60,013 -</b>	<b>27,330 -</b>	<b>68,617 -</b>	<b>68,619 -</b>
	<b>Expend.</b>	<b>64,609</b>	<b>29,172</b>	<b>34,091</b>	<b>69,449</b>	<b>80,517</b>
	<b>Net</b>	<b>21,449</b>	<b>30,841 -</b>	<b>6,761</b>	<b>832</b>	<b>11,898</b>

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

257 DEPT Community Corrections

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-257-000-0000-5378	CCA Subsidy	0	132,362 -	156,192 -	264,724 -	285,961 -
01-257-000-0000-5554	Juvenile Supervision Fee	0	525 -	550 -	1,000 -	1,000 -
01-257-000-0000-5556	Supervision Fee	0	13,898 -	15,479 -	26,000 -	26,000 -
01-257-000-0000-5830	Miscellaneous	0	0	1,816 -	1,000 -	2,000 -
01-257-000-0000-6101	Salaries- Full Time	0	41,932	67,154	130,458	69,766
01-257-000-0000-6124	Medicare Employer	0	579	915	1,892	1,012
01-257-000-0000-6148	Employer Deduct Contribution- HS/	0	2,000	2,309	0	3,260
01-257-000-0000-6149	Employer Deduct Contribution- Vet	0	0	0	8,000	0
01-257-000-0000-6150	Health Insurance Employer	0	5,190	9,143	31,200	14,580
01-257-000-0000-6152	Life Insurance- Employer	0	36	36	60	66
01-257-000-0000-6154	Long Term Disability- Employer	0	0	149	10,110	188
01-257-000-0000-6159	Pera Co- Or 7.25%	0	3,145	4,729	0	5,233
01-257-000-0000-6165	Fica- Employer 6.20%	0	2,476	3,911	8,088	4,326
01-257-000-0000-6205	Postage	0	325	240	1,600	1,000
01-257-000-0000-6220	Telephone	0	0	566	1,000	1,000
01-257-000-0000-6240	Membership Dues	0	0	1,372	3,000	3,000
01-257-000-0000-6249	Software License Fees	0	4,300	4,178	4,000	4,500
01-257-000-0000-6250	Telephone	56	46	9	0	0
01-257-000-0000-6254	Utilities - Gas and Electric	0	0	1,219	0	0
01-257-000-0000-6300	Maintenance- Service Contracts	0	0	57	0	0
01-257-000-0000-6330	Mileage	2,325	2,074	351	1,500	1,500
01-257-000-0000-6332	Hotel/Motel Lodging	0	0	514	600	600
01-257-000-0000-6335	Gas/Vehicle Fuel Charges	0	0	82	900	500
01-257-000-0000-6339	Meals (Overnight)	0	27	53	200	200
01-257-000-0000-6342	Office Equipment Rental/Contracts	0	1,300	1,559	3,000	3,000
01-257-000-0000-6352	Property Casualty Insurance- MCIT	0	0	0	1,400	230
01-257-000-0000-6353	Workers Compensation Insurance	0	0	284	2,479	1,124
01-257-000-0000-6374	Auto & Trailer License	0	40	0	0	0
01-257-000-0000-6402	Computer Supplies & Software- Unc	0	1,227	0	1,000	0
01-257-000-0000-6405	Office Supplies	0	185	588	1,500	1,500
01-257-000-0000-6422	Janitorial Services/Supplies	0	0	170	0	0
01-257-000-0000-6480	Small Furniture (Under \$250)	0	0	0	1,000	1,000
01-257-000-0000-6625	Office & Other Equipment- Over \$2	0	12,241	300	2,500	2,500
01-257-022-0000-5135	Fees	11,190 -	8,214 -	7,786 -	10,000 -	10,000 -
01-257-022-0000-5333	Drug Court Grant	0	21,528 -	0	0	0
01-257-022-0000-6101	Salaries- Full Time	0	29,313	0	0	0

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

257 DEPT Community Corrections

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-257-022-0000-6124	Medicare Employer	0	347	0	0	0
01-257-022-0000-6148	Employer Deduct Contribution- HS,	0	1,500	0	0	0
01-257-022-0000-6150	Health Insurance Employer	0	7,812	0	0	0
01-257-022-0000-6152	Life Insurance- Employer	0	31	0	0	0
01-257-022-0000-6159	Pera Co- Or	0	2,198	0	0	0
01-257-022-0000-6165	Fica- Employer	0	1,483	0	0	0
01-257-022-0000-6302	Car Maintenance	0	866	0	0	200
01-257-022-0000-6330	Mileage	318	0	0	0	0
01-257-022-0000-6332	Hotel/Motel Lodging	150	0	0	0	0
01-257-022-0000-6335	Gas/Vehicle Fuel Charges	0	25	0	0	0
01-257-022-0000-6340	Meals (Overnight)	106	0	0	0	0
01-257-022-0000-6406	Sobriety Crt Expenses	7,679	12,668	7,826	10,000	10,000
01-257-251-0000-6241	Registration Fee	0	685	965	1,400	1,600
01-257-251-0000-6268	Staff Training, Development	0	0	345	400	700
01-257-251-0000-6330	Mileage	0	229	233	600	500
01-257-251-0000-6332	Hotel/Motel Lodging	0	930	1,328	1,900	2,000
01-257-251-0000-6335	Gas/Vehicle Fuel Charges	0	0	163	600	400
01-257-251-0000-6339	Meals (Overnight)	0	67	245	394	500
01-257-255-0000-6101	Salaries- Full Time	0	27,576	33,051	59,072	53,508
01-257-255-0000-6102	Wages- Part Time	0	0	9,812	0	0
01-257-255-0000-6108	Meals (Not Overnight)	0	0	0	100	100
01-257-255-0000-6109	Salaries- Overtime	0	0	21	0	0
01-257-255-0000-6124	Medicare Employer	0	301	403	857	780
01-257-255-0000-6148	Employer Deduct Contribution- HS,	0	1,500	1,766	0	2,260
01-257-255-0000-6149	Employer Deduct Contribution- Vet	0	0	0	4,000	0
01-257-255-0000-6150	Health Insurance Employer	0	7,812	9,149	15,600	14,580
01-257-255-0000-6152	Life Insurance- Employer	0	36	36	60	66
01-257-255-0000-6154	Long Term Disability- Employer	0	0	88	0	12
01-257-255-0000-6159	Pera Co- Or	0	1,881	1,880	0	4,013
01-257-255-0000-6162	Pera- Dcp	0	0	0	4,578	0
01-257-255-0000-6165	Fica- Employer	0	1,286	1,723	3,662	3,317
01-257-255-0000-6204	Juvenile Detention	0	0	163,360	270,000	270,000
01-257-255-0000-6330	Mileage	0	0	0	300	200
01-257-255-0000-6335	Gas/Vehicle Fuel Charges	0	24	153	500	500
01-257-255-0000-6352	Insurance- Vehicles/Equipment/Lia	0	0	0	0	230
01-257-255-0000-6353	Workers Comp Insurance	0	0	0	431	862

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

257 DEPT Community Corrections

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-257-255-0000-6405	Office Supplies	0	63	0	0	0
01-257-257-0000-6101	Salaries- Full Time	0	99,727	156,361	192,358	284,533
01-257-257-0000-6102	Wages- Part Time	0	0	2,157	0	0
01-257-257-0000-6108	Meals (Not Overnight)	0	0	0	100	100
01-257-257-0000-6109	Salaries- Overtime	0	0	286	0	600
01-257-257-0000-6124	Medicare Employer	0	1,414	2,374	2,789	4,126
01-257-257-0000-6148	Employer Deduct Contribution- HS/	0	7,350	7,589	0	11,040
01-257-257-0000-6149	Employer Deduct Contribution- Vet	0	0	0	10,000	0
01-257-257-0000-6150	Health Insurance Employer	0	17,568	25,271	38,940	41,832
01-257-257-0000-6152	Life Insurance- Employer	0	124	120	60	66
01-257-257-0000-6154	Long Term Disability- Employer	0	0	420	0	264
01-257-257-0000-6159	Pera Co- Or	0	7,667	11,942	0	21,339
01-257-257-0000-6162	Pera- Dcp	0	0	0	14,908	0
01-257-257-0000-6165	Fica- Employer	0	6,046	10,152	11,926	17,641
01-257-257-0000-6215	Wireless Telephone Services	0	233	434	1,600	1,600
01-257-257-0000-6220	Telephone	0	44	0	0	0
01-257-257-0000-6330	Mileage	0	529	1,375	1,400	1,600
01-257-257-0000-6335	Gas/Vehicle Fuel Charges	0	323	178	1,200	1,200
01-257-257-0000-6352	Insurance- Vehicles/Equipment/Lia	0	0	0	0	1,840
01-257-257-0000-6353	Workers Comp Insurance	0	0	0	1,404	4,905
01-257-257-0000-6405	Office Supplies	0	312	0	0	0
01-257-258-0000-5333	Drug Court Grant	0	0	54,193 -	75,721 -	75,721 -
01-257-258-0000-6101	Salaries- Full Time	0	0	46,715	65,666	69,603
01-257-258-0000-6124	Medicare Employer	0	0	599	952	1,009
01-257-258-0000-6148	Employer Deduct Contribution- HS/	0	0	2,309	0	3,260
01-257-258-0000-6149	Employer Deduct Contribution- Vet	0	0	0	3,000	0
01-257-258-0000-6150	Health Insurance Employer	0	0	10,285	15,600	14,580
01-257-258-0000-6152	Life Insurance- Employer	0	0	42	60	66
01-257-258-0000-6154	Long Term Disability- Employer	0	0	127	0	0
01-257-258-0000-6159	Pera Co- Or	0	0	3,504	0	5,220
01-257-258-0000-6162	Pera- Dcp	0	0	0	5,089	0
01-257-258-0000-6165	Fica- Employer	0	0	2,562	4,071	4,315
01-257-258-0000-6302	Car Maintenance	0	0	79	0	0
01-257-258-0000-6330	Transportation/Travel/Parking	0	163	0	1,200	200
01-257-258-0000-6335	Gas/Vehicle Fuel Charges	0	0	222	500	500
01-257-258-0000-6352	Insurance- Vehicles/Equipment/Lia	0	0	0	0	230



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
257 DEPT Community Corrections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-257-258-0000-6353	Workers Comp Insurance	0	0	0	479	1,121
01-257-267-0000-5333	Sex Offender Polygraph Grant Reir	0	0	0	500 -	500 -
01-257-267-0000-5555	Medical Test	0	405 -	390 -	500 -	500 -
01-257-267-0000-5557	Electronic Monitoring	0	29,768 -	60,333 -	50,000 -	50,000 -
01-257-267-0000-5558	Polygraph Fees	0	0	0	500 -	500 -
01-257-267-0000-5559	Program Fees	0	225 -	0	1,200 -	1,200 -
01-257-267-0000-6269	Professional Services	0	1,414	352	0	0
01-257-267-0000-6274	Drug Testing Fee	0	1,329	1,737	5,500	5,500
01-257-267-0000-6283	Professional Services	0	3	798	3,000	3,000
01-257-267-0000-6341	Equipment Rental	0	9,810	23,890	25,000	25,000
DEPT 257 Community Corrections	Revenue	11,190 -	206,925 -	296,739 -	431,145 -	453,382 -
	Expend.	10,634	329,812	644,315	996,743	1,012,703
	Net	556 -	122,887	347,576	565,598	559,321

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

280 DEPT Emergency Management

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
01-280-000-0000-5390	Emergency Service State Grant	41,742 -	20,755 -	3,983 -	19,194 -	19,194 -
01-280-000-0000-6101	Salaries- Full Time	21,310	26,543	18,926	27,270	28,196
01-280-000-0000-6108	Meals Reimbursed (Taxable)	0	13	5	0	0
01-280-000-0000-6124	Medicare- Employer 1.45%	296	367	262	400	409
01-280-000-0000-6148	Employer Deduct Contribution- HS:	0	0	330	0	0
01-280-000-0000-6150	Health Insurance- Employer	3,800	6,000	3,756	4,322	3,168
01-280-000-0000-6152	Life Insurance- Employer	21	31	21	32	33
01-280-000-0000-6154	Long Term Disability- Employer	19	55	50	40	42
01-280-000-0000-6159	Pera Co- Or 14.4%	1,865	2,323	1,656	2,447	2,468
01-280-000-0000-6165	Fica- Employer 6.20%	1,266	1,569	1,119	1,733	1,749
01-280-000-0000-6231	Services, Labor, Etc	400	148	2,050	500	1,000
01-280-000-0000-6240	Dues	445	185	0	600	700
01-280-000-0000-6250	Telephone	187	107	29	750	500
01-280-000-0000-6330	Transportation & Travel & Parking	43	0	0	200	400
01-280-000-0000-6332	Hotel / Motel Lodging	117	0	0	0	0
01-280-000-0000-6352	Insurance	316	327	270	263	234
01-280-000-0000-6353	Workers Compensation Insurance	982	957	638	637	690
01-280-000-0000-6374	Auto & Trailer License	0	16	0	0	0
01-280-000-0000-6405	Office Supplies	19	0	257	500	500
01-280-000-0000-6409	Deputy Supplie	0	0	0	1,000	1,000
01-280-000-0000-6511	Gas And Oil	46	155	87	0	0
01-280-000-0000-6610	Equipment	0	747	0	5,000	5,000
01-280-003-0000-6241	Registration Fee	550	825	600	0	500
01-280-003-0000-6330	Transporation	22	59	10	1,000	500
01-280-003-0000-6332	Hotel / Motel Lodging	202	703	678	1,000	1,000
01-280-003-0000-6340	Meals- Schooling	76	158	27	300	300
01-280-003-0000-6511	Gas & Oil	0	108	55	0	0
DEPT 280	Emergency Management					
	Revenue	41,742 -	20,755 -	3,983 -	19,194 -	19,194 -
	Expend.	31,982	41,396	30,826	47,994	48,389
	Net	9,760 -	20,641	26,843	28,800	29,195

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

390 DEPT Environmental Health (FBL)

<u>Account Number</u>	<u>Account Description</u>	2015	2016	2017	ADOPTED	PROPOSED	
		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2017</u>	<u>2018</u>	
		<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>			
01-390-000-0000-5136	Fbl Licenses	72,305 -	70,973 -	72,256 -	70,500 -	70,500 -	
01-390-000-0000-6101	Salaries- Full Time	49,360	51,598	36,783	53,013	54,805	
01-390-000-0000-6102	Salaries- - Part Time	5,212	3,000	0	3,000	3,000	
01-390-000-0000-6108	Meals Reimbursed (Taxable)	56	41	0	100	100	
01-390-000-0000-6124	Medicare- Employer 1.45%	811	741	531	769	838	
01-390-000-0000-6150	Health Insurance- Employer	0	0	0	0	2,750	
01-390-000-0000-6152	Life Insurance- Employer	62	62	42	80	70	
01-390-000-0000-6154	Long Term Disability- Employer	124	129	100	140	140	
01-390-000-0000-6159	Pera Co- Or 7.25%	3,702	3,870	2,759	4,074	4,340	
01-390-000-0000-6165	Fica- Employer 6.20%	3,469	3,166	2,269	3,371	3,600	
01-390-000-0000-6205	Postage	328	221	178	400	400	
01-390-000-0000-6208	Training/Education	485	91	0	700	700	
01-390-000-0000-6230	Printing, Publishing & Adv	238	317	0	300	300	
01-390-000-0000-6240	Dues	95	140	246	120	120	
01-390-000-0000-6250	Telephone	183	187	152	250	250	
01-390-000-0000-6302	Car Maintenance	551	628	365	400	400	
01-390-000-0000-6330	Transportation & Travel & Parking	50	8	24	100	100	
01-390-000-0000-6332	Hotel / Motel Lodging	453	123	253	400	400	
01-390-000-0000-6340	Meals	30	0	42	100	100	
01-390-000-0000-6352	Insurance	986	1,072	1,027	1,020	1,035	
01-390-000-0000-6353	Workers Compensation Insurance	591	791	990	989	1,006	
01-390-000-0000-6374	Auto & Trailer License	0	16	0	0	0	
01-390-000-0000-6405	Office, Film, And Field Supplies	508	323	156	500	500	
01-390-000-0000-6511	Gas And Oil	846	729	433	1,100	1,000	
01-390-000-0000-6625	Office Equipment & Other Equipme	250	113	0	1,250	1,250	
01-390-000-0000-6820	Refunds	335	233	0	0	0	
<b>DEPT 390</b>	<b>Environmental Health (FBL)</b>	<b>Revenue</b>	<b>72,305 -</b>	<b>70,973 -</b>	<b>72,256 -</b>	<b>70,500 -</b>	<b>70,500 -</b>
		<b>Expend.</b>	<b>68,725</b>	<b>67,599</b>	<b>46,350</b>	<b>72,176</b>	<b>77,204</b>
		<b>Net</b>	<b>3,580 -</b>	<b>3,374 -</b>	<b>25,906 -</b>	<b>1,676</b>	<b>6,704</b>

# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
391 DEPT Solid Waste

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-391-000-0000-5001	Taxes	174,903 -	184,274 -	103,826 -	191,087 -	226,262 -
01-391-000-0000-5137	Solid Waste License	1,000 -	1,500 -	500 -	1,000 -	1,000 -
01-391-000-0000-5201	Mv Credit Ms Statute 273.1384	2,707 -	2,587 -	0	0	0
01-391-000-0000-5203	Disaster Abatement Credit	0	11 -	0	0	0
01-391-000-0000-5208	Tax Abatement	0	1,291 -	0	0	0
01-391-000-0000-5209	Disparity Reduction Aid	159 -	154 -	0	0	0
01-391-000-0000-5210	County Program Aid	10,015 -	0	0	0	0
01-391-000-0000-5216	Taconite Credit- Current	4,571 -	4,571 -	4	0	0
01-391-000-0000-5251	In Lieu Apportionments & Receipts	1,510 -	1,978 -	259 -	0	0
01-391-000-0000-5545	Household Hazardous Waste	3,421 -	3,396 -	3,206 -	3,000 -	3,000 -
01-391-000-0000-5760	Donations	3,205 -	3,525 -	100 -	0	0
01-391-000-0000-5835	HHW PAINT REIMBURSEMENT	0	779 -	0	0	500 -
01-391-000-0000-5840	Misc Receipts	514 -	271 -	334 -	0	0
01-391-000-0000-6101	Salaries- Full Time	118,820	122,306	88,957	125,624	130,801
01-391-000-0000-6102	Salaries- - Part Time	2,000	2,357	0	5,000	5,000
01-391-000-0000-6108	Meals Reimbursed (Taxable)	121	47	26	150	150
01-391-000-0000-6109	Overtime- Salaries	1,142	569	817	1,025	1,000
01-391-000-0000-6124	Medicare- Employer 1.45%	1,665	1,792	1,257	1,912	1,970
01-391-000-0000-6148	Employer Deduct Contribution- HS/	3,260	1,500	2,401	0	3,390
01-391-000-0000-6149	Employer Deduct Contribution- Vet	500	0	0	1,538	0
01-391-000-0000-6150	Health Insurance- Employer	17,463	12,348	6,783	20,790	10,000
01-391-000-0000-6152	Life Insurance- Employer	75	72	20	0	0
01-391-000-0000-6154	Long Term Disability- Employer	295	306	237	350	350
01-391-000-0000-6159	Pera Co- Or 7.25%	8,914	9,216	6,538	10,127	10,185
01-391-000-0000-6165	Fica- Employer 6.20%	7,121	7,660	5,375	8,369	8,420
01-391-000-0000-6205	Postage	500	508	6	500	500
01-391-000-0000-6208	Training/Education	0	30	0	500	500
01-391-000-0000-6230	Printing, Publishing & Adv	1,561	2,593	2,137	1,750	2,000
01-391-000-0000-6231	Services, Labor, & Minor Contracts	15,228	14,489	18,779	16,000	16,000
01-391-000-0000-6240	Dues	225	320	260	300	300
01-391-000-0000-6241	Registration Fee	1,440	1,000	565	1,000	1,000
01-391-000-0000-6250	Telephone	1,037	957	772	1,000	1,000
01-391-000-0000-6302	Car Maintenance	657	487	160	750	750
01-391-000-0000-6330	Transportation & Travel & Parking	165	0	93	250	250
01-391-000-0000-6332	Hotel / Motel Lodging	745	1,696	249	1,200	1,200
01-391-000-0000-6340	Meals	81	125	0	100	100

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
391 DEPT Solid Waste

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-391-000-0000-6352	Insurance	1,538	1,627	2,825	2,098	2,222
01-391-000-0000-6353	Workers Compensation Insurance	1,463	1,841	2,103	2,102	2,403
01-391-000-0000-6374	Auto & Trailer License	0	16	0	0	0
01-391-000-0000-6405	Office & Film Supplies	799	848	712	1,000	1,000
01-391-000-0000-6511	Gas And Oil	378	235	177	500	500
01-391-000-0000-6605	Building & Structures	0	0	1,485	0	0
01-391-000-0000-6620	Auto	17,140	0	0	0	0
01-391-000-0000-6625	Office Equipment	1,355	514	0	1,500	1,500
01-391-000-0000-6800	Miscellaneous(Promotional)	1,186	709	214	1,200	1,000
01-391-036-0000-6416	EED Expenses/Supplies	3,370	3,553	0	0	0
01-391-060-0000-5392	Score State Grant	69,692 -	68,710 -	34,846 -	67,729 -	67,729 -
01-391-060-0000-6360	Recycling Contract	86,337	90,627	60,911	90,000	95,000
DEPT 391 Solid Waste	<b>Revenue</b>	271,697 -	273,047 -	143,067 -	262,816 -	298,491 -
	<b>Expend.</b>	296,581	280,348	203,859	296,635	298,491
	<b>Net</b>	24,884	7,301	60,792	33,819	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
392 DEPT Water Wells

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-392-000-0000-5546	Drinking Water Test Fees	13,406 -	13,040 -	10,295 -	10,000 -	10,000 -
01-392-000-0000-6102	Wages- Part Time	0	0	0	2,000	2,000
01-392-000-0000-6231	Services, Labor, Contracts	1,537	1,310	416	1,500	1,500
01-392-000-0000-6405	Office & Film Supplies	2,920	3,018	1,399	3,000	3,000
01-392-000-0000-6820	Refunds	0	0	80	0	0
DEPT 392 Water Wells	<b>Revenue</b>	13,406 -	13,040 -	10,295 -	10,000 -	10,000 -
	<b>Expend.</b>	4,457	4,328	1,895	6,500	6,500
	<b>Net</b>	8,949 -	8,712 -	8,400 -	3,500 -	3,500 -

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## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

500 DEPT Library And Historical Society

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01- 500- 500- 0000- 6350	Library Per Diem	805	1,295	245	0	0
01- 500- 500- 0000- 6801	Library Appropriations	231,602	219,932	225,882	225,882	225,882
01- 500- 501- 0000- 6352	Historical Society Insurance	2,803	2,737	2,386	3,000	3,000
01- 500- 501- 0000- 6353	Historical Society Workers Compen	50	50	50	0	50
01- 500- 501- 0000- 6801	Historical Society Appropriations	15,500	15,500	16,500	16,500	16,500
01- 500- 502- 0000- 6848	CARE Approp	37,900	54,567	45,900	45,900	45,900
DEPT 500 Library And Historical Society	<b>Revenue</b>					
	<b>Expend.</b>	288,660	294,081	290,963	291,282	291,332
	<b>Net</b>	288,660	294,081	290,963	291,282	291,332

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

600 DEPT Ag Society, Soil & Water, Ag Inspect

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
01-600-550-0000-5840	Misc Receipts	0	0	758 -	0	0
01-600-550-0000-6352	Ag Society Insurance	4,188	4,172	3,830	1,548	4,000
01-600-550-0000-6353	Ag Societyworkers Compensation I	50	50	50	0	50
01-600-550-0000-6801	Ag Society Appropriations	10,000	10,000	10,000	10,000	10,000
01-600-550-0000-6843	Ag Society Capital Improvements	10,000	10,000	0	10,000	10,000
01-600-552-0000-6350	SRW Per Diem	140	140	105	0	140
01-600-552-0000-6801	Soil & Water Appropriations	98,034	98,034	98,034	98,034	98,034
01-600-552-0000-6836	Soil & Water Snake River Watershec	10,079	10,079	10,079	10,079	10,079
01-600-552-0000-6847	Mississippi Headwaters Board	1,500	1,500	1,500	1,500	1,500
01-600-553-0000-6231	Ag Inspector Contracts & Services	0	0	0	4,800	0
<b>DEPT 600</b>	<b>Ag Society, Soil &amp; Water, Ag Inspect</b>					
	<b>Revenue</b>	0	0	758 -	0	0
	<b>Expend.</b>	133,991	133,975	123,598	135,961	133,803
	<b>Net</b>	133,991	133,975	122,840	135,961	133,803



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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund  
601 DEPT Extension

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-601-000-0000-6102	Salaries- - Part Time	0	0	0	0	3,900
01-601-000-0000-6108	Meals Reimbursed (Taxable)	0	0	0	0	50
01-601-000-0000-6124	Medicare- Employer 1.45%	0	0	0	0	57
01-601-000-0000-6159	Pera Co- Or 7.25%	0	0	0	0	293
01-601-000-0000-6165	Fica- Employer 6.20%	0	0	0	0	242
01-601-000-0000-6205	Postage	331	302	326	600	600
01-601-000-0000-6230	Printing, Publishing & Adv	0	0	0	100	100
01-601-000-0000-6231	Services & Charges	0	0	67	450	450
01-601-000-0000-6250	Telephone	99	68	23	250	250
01-601-000-0000-6262	Univ Of Minn Contracts	50,460	64,323	26,412	55,403	74,692
01-601-000-0000-6330	Transportation (Employees)	0	0	0	100	100
01-601-000-0000-6332	Hotel / Motel Lodging	0	0	0	150	150
01-601-000-0000-6340	Meals	0	0	0	50	50
01-601-000-0000-6350	Per Diem	525	805	560	800	825
01-601-000-0000-6352	Insurance	158	0	0	13	0
01-601-000-0000-6353	Workers Compensation Insurance	22	23	0	22	0
01-601-000-0000-6360	Extension Comm Expenses (Not Per	89	109	93	150	150
01-601-000-0000-6405	Office Supplies	565	947	167	2,000	2,000
01-601-000-0000-6625	Office Equipment	0	0	0	2,000	1,000
01-601-551-0000-5840	4- H Plat Book Sales	800 -	920 -	1,280	0	0
DEPT 601 Extension	Revenue	800 -	920 -	1,280	0	0
	Expend.	52,249	66,577	27,648	62,088	84,909
	Net	51,449	65,657	28,928	62,088	84,909

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

603 DEPT Wetland Value Replacement Fund

<u>Account Number</u>		<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
	01-603-000-0000-5840	Wetland Value Replacement Fee	3,534 -	0	0	0	0
DEPT	603	Wetland Value Replacement Fund	Revenue	3,534 -	0	0	0
			Expend.				
			Net	3,534 -	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

700 DEPT Promotion,AEOA Tran,Airport,RC&D,Touri

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
01-700-903-0000-6800	Aitkin Airport Appropriation	14,107	14,107	14,107	14,107	14,107
01-700-903-0000-6801	Mcgregor Airport Appropriation	13,900	13,900	13,900	13,900	13,900
01-700-909-0000-6241	Tourism Registration Fee	301	0	0	0	0
01-700-909-0000-6330	Tourism Transportation & Travel	295	0	0	0	0
01-700-909-0000-6800	Tourism Miscellaneous	4,716	14,669	9,402	0	0
01-700-909-0000-6801	Appropriations- Grant	4,932	500	3,000	15,000	15,000
DEPT 700	Promotion,AEOA Tran,Airport,RC&D,Tourism Revenue					
	Expend.	38,251	43,176	40,409	43,007	43,007
	Net	38,251	43,176	40,409	43,007	43,007

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# Aitkin County



## USER- SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

711 DEPT Economic Development

		2015	2016	2017	ADOPTED	PROPOSED
		ACTUAL	ACTUAL	ACTUAL	2017	2018
<u>Account Number</u>		<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>		
<u>Account Description</u>						
01-711-000-0000-5840	Misc Receipts	7,200 -	9,458 -	2,000 -	0	0
01-711-000-0000-6101	Salaries- Full Time	27,973	29,084	20,732	29,882	31,120
01-711-000-0000-6108	Meals Reimbursed (Taxable)	22	5	0	0	0
01-711-000-0000-6124	Medicare- Employer 1.45%	400	423	301	1,083	451
01-711-000-0000-6148	Employer Deduct Contribution- HS/	0	400 -	640	0	904
01-711-000-0000-6149	Employer Deduct Contribution- Vet	400	0	0	1,025	0
01-711-000-0000-6150	Health Insurance- Employer	2,970	3,293	1,809	3,528	2,534
01-711-000-0000-6152	Life Insurance- Employer	25	25	17	66	26
01-711-000-0000-6154	Long Term Disability- Employer	70	73	56	192	84
01-711-000-0000-6159	Pera Co- Or 7.25%	2,098	2,181	1,555	2,295	2,334
01-711-000-0000-6165	Fica- Employer 6.20%	1,709	1,808	1,289	1,897	1,929
01-711-000-0000-6205	Postage	28	5	4	100	50
01-711-000-0000-6230	Printing, Publishing & Adv	36	18	0	20	0
01-711-000-0000-6240	Dues/Assoc Fees	15	250	250	300	300
01-711-000-0000-6241	Registration Fee	120	305	96	120	120
01-711-000-0000-6250	Telephone	130	114	91	160	150
01-711-000-0000-6303	Mcnight/Blandin Grant Expenses	12,109	7,385	54,932	0	0
01-711-000-0000-6330	Transportation/Travel/Parking (Ow	10	0	0	0	0
01-711-000-0000-6332	Hotel / Motel Lodging	142	0	0	200	200
01-711-000-0000-6340	Meals Reimbursed Non- Taxable	17	0	0	0	100
01-711-000-0000-6352	Insurance	288	294	235	228	197
01-711-000-0000-6353	Workers Compensation Insurance	159	162	150	150	114
01-711-000-0000-6405	Office & Computer Supplies	0	44	0	100	50
01-711-000-0000-6511	Gas And Oil	216	20	82	100	200
01-711-042-0000-5840	Blandin- Research & Planning Grant	3,938 -	25,000 -	54,090 -	0	0
DEPT 711	Economic Development					
	Revenue	11,138 -	34,458 -	56,090 -	0	0
	Expend.	48,937	45,889	82,239	41,446	40,863
	Net	37,799	11,431	26,149	41,446	40,863
FUND 01	General Fund					
	Revenue	12,471,635 -	13,223,314 -	6,886,626 -	12,933,180 -	13,817,623 -
	Expend.	12,930,459	13,008,250	9,088,114	12,956,289	13,867,623
	Net	458,824	215,064 -	2,201,488	23,109	50,000

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# Aitkin County



## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge  
000 DEPT Undesignated

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
03-000-000-0000-5001	Taxes	1,155,798 -	1,323,085 -	207,636 -	1,351,826 -	1,365,150 -
03-000-000-0000-5201	Mv Credit Ms Statute 273.1384	35,933 -	35,017 -	0	0	0
03-000-000-0000-5203	Disaster Abatement Credit	0	149 -	0	0	0
03-000-000-0000-5208	Tax Abatement	0	17,474 -	0	0	0
03-000-000-0000-5209	Disparity Reduction Aid	2,111 -	2,081 -	0	0	0
03-000-000-0000-5210	Local Program Aid	132,956 -	0	0	0	0
03-000-000-0000-5216	Taconite Credit	120,993 -	123,470 -	55	0	0
03-000-000-0000-5227	Twp Road Allotment Gas Tax	363,907 -	378,304 -	378,264 -	390,000 -	400,400 -
03-000-000-0000-5251	In Lieu Apportionments & Receipts	20,051 -	26,759 -	3,392 -	0	0
03-000-000-0000-5330	State Grants- Disaster Funds	0	0	162,519 -	0	0
03-000-000-0000-5840	Misc Receipts	64,462 -	216,373 -	5,826 -	140,000 -	40,000 -
03-000-000-0000-5846	St Aid - Town Bridge	0	0	39,984 -	0	5,000 -
03-000-000-0000-5848	County Bridge Bonding	0	0	0	15,000 -	0
03-000-000-0000-5850	St Aid- Reg Construction	0	126,604 -	0	100,000 -	50,000 -
03-000-000-0000-5851	St Aid Mun Construction	0	0	0	0	50,000 -
03-000-000-0000-5852	State Aid Reg Maint	1,828,121 -	1,840,441 -	1,840,288 -	1,901,711 -	1,960,620 -
03-000-000-0000-5853	State Aid Municipal Maint	66,698 -	107,940 -	107,725 -	105,000 -	105,000 -
03-000-000-0000-5854	Charges- Townships	219,554 -	313,566 -	62,026 -	253,000 -	282,000 -
03-000-000-0000-5855	Charges- Individuals	14,720 -	14,722 -	12,327 -	14,000 -	13,000 -
03-000-000-0000-5857	Culverts	7,372 -	2,680 -	2,640 -	5,000 -	2,000 -
03-000-000-0000-5858	County Maps	0	0	325 -	0	0
03-000-000-0000-5866	Co Auction Proceeds	2,746 -	10,972 -	4,946 -	1,000 -	1,000 -
03-000-000-0000-5881	Wetland Bank Credits	27,241 -	219,650 -	7,187 -	0	0
DEPT 000 Undesignated	Revenue	4,062,663 -	4,759,287 -	2,835,030 -	4,276,537 -	4,274,170 -
	Expend.					
	Net	4,062,663 -	4,759,287 -	2,835,030 -	4,276,537 -	4,274,170 -

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# Aitkin County



## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

301 DEPT R&B Administration

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
03-301-000-0000-6101	Salaries- Full Time	328,107	339,220	229,838	334,770	342,456
03-301-000-0000-6108	Meals Reimbursed (Taxable)	164	170	120	200	200
03-301-000-0000-6124	Medicare- Employer 1.45%	4,591	4,733	3,097	4,854	4,965
03-301-000-0000-6148	Employer Deduct Contribution- HS/	4,800	11,350	8,599	0	12,379
03-301-000-0000-6149	Employer Deduct Contribution- Vet	3,311	0	0	11,853	0
03-301-000-0000-6150	Health Insurance- Employer	34,558	27,156	34,442	28,514	49,202
03-301-000-0000-6152	Life Insurance- Employer	222	222	143	221	272
03-301-000-0000-6154	Long Term Disability- Employer	459	494	556	1,306	1,335
03-301-000-0000-6159	Pera Employer 7.25%	22,906	23,534	16,377	25,107	24,758
03-301-000-0000-6165	Fica- Employer 6.20%	19,189	19,605	13,241	20,756	21,232
03-301-000-0000-6205	Postage	1,380	982	648	1,400	1,200
03-301-000-0000-6240	Dues	2,845	2,518	0	3,000	3,000
03-301-000-0000-6241	Fees/Prof/Misc	3,652	1,791	919	4,000	2,000
03-301-000-0000-6296	Meeting Expense/Physicals	5,237	3,601	4,218	4,000	4,000
03-301-000-0000-6300	Service Contracts	14,171	11,095	8,504	12,000	13,490
03-301-000-0000-6330	Highway Travel	21	24	0	0	0
03-301-000-0000-6352	Insurance	19,827	22,478	12,854	12,790	13,240
03-301-000-0000-6353	Workers Compensation Insurance	3,667	3,692	5,241	4,146	5,400
03-301-000-0000-6400	Supplies And Materials	4,978	5,879	2,889	5,000	5,000
DEPT 301 R&B Administration	Revenue					
	Expend.	474,085	478,544	341,686	473,917	504,129
	Net	474,085	478,544	341,686	473,917	504,129

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# Aitkin County



## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

302 DEPT R&B Engineering/Construction

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED 2017	PROPOSED 2018
03-302-000-0000-6101	Salaries- Full Time	293,610	272,206	170,909	321,911	315,929
03-302-000-0000-6102	Salaries- - Part Time	6,693	4,044	6,640	13,430	7,756
03-302-000-0000-6108	Meals Reimbursed (Taxable)	31	84	24	100	100
03-302-000-0000-6109	Overtime- Salaries	46,011	34,797	18,974	34,970	41,517
03-302-000-0000-6124	Medicare- Employer 1.45%	4,882	4,371	2,766	5,369	5,295
03-302-000-0000-6148	Employer Deduct Contribution- HS/	0	1,000	1,601	0	2,260
03-302-000-0000-6149	Employer Deduct Contribution- Vet	1,540	0	0	1,000	0
03-302-000-0000-6150	Health Insurance- Employer	62,041	52,232	34,972	71,644	69,036
03-302-000-0000-6152	Life Insurance- Employer	284	217	138	373	393
03-302-000-0000-6154	Long Term Disability- Employer	156	163	126	260	270
03-302-000-0000-6159	Pera Employer 7.25%	25,410	22,541	14,119	26,768	26,809
03-302-000-0000-6165	Fica- Employer 6.20%	20,875	18,688	11,826	22,960	22,642
03-302-000-0000-6296	Meeting Expense/Physicals	6,534	2,951	363	4,000	3,000
03-302-000-0000-6353	Workers Compensation Insurance	2,974	3,102	2,038	3,133	3,000
03-302-000-0000-6411	Safety Footwear	501	221	145	725	725
03-302-000-0000-6449	Rd/Br Engr. Supplies	5,549	5,230	2,703	5,000	5,000
DEPT 302 R&B Engineering/Construction	Revenue					
	Expend.	477,091	421,847	267,344	511,643	503,732
	Net	477,091	421,847	267,344	511,643	503,732

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# Aitkin County



## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

303 DEPT R&B Highway Maintenance

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
03-303-000-0000-6101	Salaries- Full Time	890,822	926,068	646,333	949,699	984,113
03-303-000-0000-6102	Salaries- - Part Time	5,861	4,939	0	11,182	11,182
03-303-000-0000-6108	Meals Reimbursed (Taxable)	8	32	0	0	100
03-303-000-0000-6109	Overtime- Salaries	17,284	43,425	28,823	47,941	49,171
03-303-000-0000-6124	Medicare- Employer 1.45%	12,884	13,727	9,481	14,632	15,143
03-303-000-0000-6148	Employer Deduct Contribution- HS/	0	4,000	4,569	0	5,520
03-303-000-0000-6149	Employer Deduct Contribution- Vet	3,080	0	0	4,000	0
03-303-000-0000-6150	Health Insurance- Employer	210,433	216,776	150,219	231,815	243,492
03-303-000-0000-6152	Life Insurance- Employer	1,065	1,016	656	1,147	1,245
03-303-000-0000-6154	Long Term Disability- Employer	329	342	264	547	573
03-303-000-0000-6159	Pera Employer 7.25%	67,731	71,909	49,903	74,826	77,501
03-303-000-0000-6165	Fica- Employer 6.20%	55,091	58,695	40,538	62,546	64,754
03-303-000-0000-6254	Utilities	47,185	50,870	36,909	60,000	55,000
03-303-000-0000-6296	Meeting Expense/Physicals	2,343	2,113	2,102	2,000	2,100
03-303-000-0000-6297	Shop Fuel	19,913	14,599	13,188	20,000	16,000
03-303-000-0000-6298	Shop Maintenance	49,905	55,610	31,074	55,000	55,000
03-303-000-0000-6352	Insurance	4,978	5,405	4,758	4,761	4,900
03-303-000-0000-6353	Workers Compensation Insurance	81,666	78,129	60,691	60,691	62,500
03-303-000-0000-6411	Safety Footwear	1,814	2,168	819	2,465	2,465
03-303-000-0000-6513	Motor Fuel & Lubricants	168,400	184,222	119,483	267,000	205,000
03-303-000-0000-6514	Pavement Striping	50,678	34,405	49,301	61,215	62,150
03-303-000-0000-6515	Culverts	45,818	42,168	36,470	45,000	30,000
03-303-000-0000-6516	Signs & Posts	20,962	13,619	4,530	15,000	15,000
03-303-000-0000-6517	Asphalt,Crackfiller,Tack Oil,Etc	27,898	62,000	24,255	4,000	30,000
03-303-000-0000-6518	De- Icing Salt	88,838	115,068	86,280	136,655	140,000
03-303-000-0000-6519	Gravel & Royalties	375,624	74,288	4,168	200,000	150,000
03-303-000-0000-6520	Calcium Chloride Dust Control	216,286	319,082	244,915	264,000	260,000
03-303-000-0000-6521	Maintenance Supplies	12,202	85,613	14,597	15,000	15,000
03-303-000-0000-6524	Winter Sand	8,538	26,762	0	20,000	28,000
03-303-000-0000-6590	Repair & Maintenance Supplies	218,013	274,913	206,488	236,856	250,000
03-303-000-0000-6820	Approach & Misc Refunds	0	0	0	3,000	0
03-303-000-0000-6825	Maintenance Agreements	3,155	59,111	32,064	30,000	30,000
03-303-000-0000-6830	Twp Road Allotment Gas Tax	363,907	378,304	378,264	390,000	400,400
DEPT 303 R&B Highway Maintenance	<b>Revenue</b>					
	<b>Expend.</b>	3,072,711	3,219,378	2,281,142	3,290,978	3,266,309



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# Aitkin County



## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge  
303 DEPT R&B Highway Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
	Net	3,072,711	3,219,378	2,281,142	3,290,978	3,266,309

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## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge

Report Basis: Cash

307 DEPT R&B Capital Infrastructure

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
03-307-000-0000-5001	Taxes, Aids, Etc.	607,000 -	600,000 -	600,000 -	600,000 -	600,000 -
03-307-000-0000-5840	Misc Receipts	0	24,533 -	0	0	0
03-307-000-0000-5841	Federal Transportation Funds	3,711,964 -	0	0	0	982,000 -
03-307-000-0000-5842	State Park Fund	451,803 -	3,105	0	0	0
03-307-000-0000-5846	Town Bridge Funds	187,457 -	0	10,341 -	180,400 -	52,000 -
03-307-000-0000-5848	Bridge Bonding Funds	0	3,600 -	0	200,000 -	0
03-307-000-0000-5850	St Aid- Reg Construction Funds	2,680,623 -	2,553,305 -	2,818,781 -	3,324,200 -	3,540,600 -
03-307-000-0000-5851	St Aid- Mun Construction Funds	0	0	186,972 -	180,000 -	184,000 -
03-307-000-0000-5854	Township/City/Private Funds	0	57,200 -	20,000 -	20,000 -	0
03-307-000-0000-5864	Turnback Revenue	800,000 -	3,610,951 -	0	0	2,700,000 -
03-307-000-0000-5947	Transfer In	1,096,530 -	0	0	0	0
03-307-000-0000-6230	Printing & Publishing	2,946	270	394	1,000	600
03-307-000-0000-6260	Professional Services	72,921	123,755	20,448	15,000	136,000
03-307-000-0000-6262	Contract Payments	7,918,583	6,714,097	3,781,166	5,156,800	8,317,000
03-307-000-0000-6295	Utility Moves	0	0	123,362	25,000	40,000
03-307-000-0000-6362	Right Of Way	50,891	8,726	62,389	185,000	0
<b>DEPT 307 R&amp;B Capital Infrastructure</b>	<b>Revenue</b>	<b>9,535,377 -</b>	<b>6,846,484 -</b>	<b>3,636,094 -</b>	<b>4,504,600 -</b>	<b>8,058,600 -</b>
	<b>Expend.</b>	<b>8,045,341</b>	<b>6,846,848</b>	<b>3,987,759</b>	<b>5,382,800</b>	<b>8,493,600</b>
	<b>Net</b>	<b>1,490,036 -</b>	<b>364</b>	<b>351,665</b>	<b>878,200</b>	<b>435,000</b>

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## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge  
308 DEPT R&B Equipment & Facilities

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
03-308-000-0000-5001	Taxes, Aids, Etc.	497,300 -	509,900 -	555,200 -	555,200 -	571,600 -
03-308-000-0000-6600	Capital Outlay- Facilities	456,545	819,105	92,003	555,200	571,600
DEPT 308 R&B Equipment & Facilities	Revenue	497,300 -	509,900 -	555,200 -	555,200 -	571,600 -
	Expend.	456,545	819,105	92,003	555,200	571,600
	Net	40,755 -	309,205	463,197 -	0	0

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## USER- SELECTED BUDGET REPORT

03 FUND Road & Bridge  
310 DEPT R&B 232 Turnback

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
	03-310-000-0000-5864	R&B 232 Turnback	55,815 -	0	0	0	0
	03-310-000-0000-6600	Capital Outlay	800,000	3,788,986	0	0	0
DEPT	310	R&B 232 Turnback	Revenue	55,815 -	0	0	0
			Expend.	800,000	3,788,986	0	0
			Net	744,185	3,788,986	0	0
FUND	03	Road & Bridge	Revenue	14,151,155 -	12,115,671 -	7,026,324 -	9,336,337 -
			Expend.	13,325,773	15,574,708	6,969,934	10,214,538
			Net	825,382 -	3,459,037	56,390 -	878,201
							12,904,370 -
							13,339,370
							435,000

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## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
000 DEPT Undesignated

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED 2017	PROPOSED 2018
05-000-000-0000-5423	Safe Haven Grant - 2011CWAXK02.	74,394 -	0	0	0	0
05-000-000-0000-6800	Safe Haven Grant - 2011CWAXK02.	74,394	0	0	0	0
DEPT 000 Undesignated	Revenue	74,394 -	0	0	0	0
	Expend.	74,394	0	0	0	0
	Net	0	0	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
257 DEPT Community Corrections

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-257-000-0000-6254	Utilities	0	0	1,160	0	0
05-257-000-0000-6300	Maintenance- Service Contracts	0	0	186	0	0
05-257-000-0000-6342	Office Equipment Rental/Contracts	0	0	75	0	0
05-257-000-0000-6422	Janitorial Services/Supplies	0	0	334	0	0
05-257-000-0000-6605	Building & Structures	0	0	275	0	0
05-257-000-0000-6630	Miscellaneous- Capital Expense	0	0	228	0	0
DEPT 257 Community Corrections	<b>Revenue</b>					
	<b>Expend.</b>	0	0	2,258	0	0
	<b>Net</b>	0	0	2,258	0	0

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# Aitkin County



## USER-SELECTED BUDGET REPORT

05 FUND Health & Human Services

Report Basis: Cash

390 DEPT Environmental Health (FBL)

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-390-000-0000-6254	Utilities	0	0	211	0	0
05-390-000-0000-6300	Maintenance- Service Contracts	0	0	34	0	0
05-390-000-0000-6342	Office Equipment Rental/Contracts	0	0	14	0	0
05-390-000-0000-6422	Janitorial Services/Supplies	0	0	61	0	0
05-390-000-0000-6605	Building & Structures	0	0	50	0	0
05-390-000-0000-6630	Miscellaneous- Capital Expense	0	0	42	0	0
DEPT 390	Environmental Health (FBL)					
	Revenue					
	Expend.	0	0	412	0	0
	Net	0	0	412	0	0

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## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
400 DEPT Public Health Department

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-400-000-0000-5001	All Current/Delinquent Taxes	257,722 -	309,923 -	206,358 -	361,576 -	374,523 -
05-400-000-0000-5201	MV Credit MS Statute 273.1384	4,084 -	4,623 -	0	0	0
05-400-000-0000-5203	Disaster/Tax Abatement Credit	0	2,413 -	0	0	0
05-400-000-0000-5205	In- Lieu	3,146 -	4,304 -	982 -	2,100 -	2,100 -
05-400-000-0000-5209	Disparity Reduction Aid	240 -	275 -	0	0	0
05-400-000-0000-5210	County Program Aid	15,110 -	0	0	0	0
05-400-000-0000-5216	Taconite Credit- Current	13,749 -	16,305 -	9	0	0
05-400-000-0000-6801	Disaster Services - Expenditure	0	135	0	0	0
05-400-400-0402-5313	Lph Grant	26,698 -	13,036 -	28,196 -	28,769 -	28,769 -
05-400-400-0402-5321	MIIC Grant	0	0	65 -	0	0
05-400-400-0402-5421	EHDLBD Grant	0	0	375 -	0	0
05-400-400-0402-5422	Public Health Emergency Prepare- F	23,312 -	17,399 -	24,559 -	23,268 -	23,446 -
05-400-400-0402-5500	Blood Lead and Other Misc. Reimbu	0	0	621 -	0	50 -
05-400-400-0402-5801	Ph Immunizations	340 -	250 -	68 -	350 -	250 -
05-400-400-0402-5802	Flu Shots/Pneumvax Fees	22,219 -	27,460 -	17,785 -	22,000 -	25,000 -
05-400-400-0402-5803	Hepatitis B Fees	1,951 -	1,002 -	995 -	2,500 -	1,500 -
05-400-400-0402-5804	Mantoux Fees	0	134 -	70 -	0	0
05-400-400-0402-5832	Misc Immun/Dp&C/Ep/Pan Flu	10 -	1,012 -	389 -	50 -	100 -
05-400-400-0402-6205	Postage	118	195	49	100	50 -
05-400-400-0402-6208	Staff Development/Training	0	0	315	50	100
05-400-400-0402-6231	Services/Labor/Contracts	528	444	692	500	50
05-400-400-0402-6241	Meeting/Conference Registration F	180	255	110	250	500
05-400-400-0402-6301	Rentals	0	195	0	200	250
05-400-400-0402-6330	Mileage/Parking	68	107	288	100	200
05-400-400-0402-6332	Hotel/Lodging	333	380	114	335	150
05-400-400-0402-6335	Gas/Vehicle Fuel Charges	224	236	96	250	350
05-400-400-0402-6340	Meal Reimbursement	94	117	46	95	250
05-400-400-0402-6401	Vaccine Cost	23,449	14,900	4,867	10,000	100
05-400-400-0402-6405	Office Supplies	0	0	0	100	15,000
05-400-400-0402-6406	PH Program Related Supplies	942	165	0	1,000	0
05-400-400-0402-6430	DP & C - Medical Supplies	1,464	2,045	413	600	200
05-400-400-0402-6625	Office & Other Equipment	0	0	0	0	2,000
05-400-400-0402-6800	Emergency Event - Flooding	0	0	0	0	6,000
05-400-401-0000-6809	No. Memorial Ambulance- Aitkin	20,000	20,000	17,955	20,000	20,000
05-400-401-0000-6812	Mcgregor Area Ambulance	13,000	13,000	13,000	13,000	13,000
05-400-401-0000-6813	Meds- 1 Hill City Ambulance	1,167	2,000	1,275	2,000	2,000



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## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
400 DEPT Public Health Department

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-400-401-0000-6814	Isle Ambulance/Mille Lacs Health S	1,615	2,000	950	2,000	2,000
05-400-410-0413-5422	Wic Federal Grant	52,819 -	61,759 -	81,989 -	62,000 -	62,000 -
05-400-410-0413-6205	Postage	93	114	23	150	125
05-400-410-0413-6208	Staff Development/Training	0	0	102	100	0
05-400-410-0413-6231	Services/Labor/Contracts	137	273	0	100	100
05-400-410-0413-6241	Meeting/Conference Registration F	0	0	410	0	1,550
05-400-410-0413-6250	Telephone	555	1,292	861	1,110	1,293
05-400-410-0413-6301	Wic Space Rentals	180	360	270	180	180
05-400-410-0413-6330	Mileage/Parking	212	403	629	612	612
05-400-410-0413-6332	Hotel/Lodging	0	0	2,006	0	0
05-400-410-0413-6335	Gas/Vehicle Fuel Charges	240	189	240	240	500
05-400-410-0413-6340	Meal Reimbursement	27	0	416	30	50
05-400-410-0413-6402	Computer/Technology Supplies	286	240	160	240	240
05-400-410-0413-6405	Office Supplies	50	195	337	50	400
05-400-410-0413-6406	PH Program Related Supplies	169	349	122	2,200	1,330
05-400-410-0413-6430	WIC - Medical Supplies	976	484	55	500	500
05-400-430-0403-5328	C & Tc State Share	16,867 -	27,589 -	21,027 -	25,930 -	25,930 -
05-400-430-0403-5422	C & Tc Federal Share	16,867 -	27,589 -	21,027 -	25,930 -	25,930 -
05-400-430-0403-6205	Postage	824	862	513	1,110	1,110
05-400-430-0403-6231	Services/Labor/Contracts	696	6	0	30	0
05-400-430-0403-6241	Meeting/Conference Registration F	0	0	0	135	0
05-400-430-0403-6330	Mileage/Parking	0	3	5	0	0
05-400-430-0403-6335	Gas/Vehicle Fuel Charges	22	38	28	65	590
05-400-430-0403-6405	Office Supplies	145	83	112	250	250
05-400-430-0403-6406	PH Program Related Supplies	15	812	0	300	550
05-400-430-0403-6416	C & TC Outreach Supplies	1,136	374	0	1,877	1,877
05-400-430-0407-6262	Family Planning Services/Methods	882	496	1,023	3,000	3,000
05-400-430-0408-5313	LPH Grant	26,698 -	13,036 -	19,962 -	0	0
05-400-430-0408-5421	Federal Grants- Family Health- TAN	33,699 -	22,682 -	31,490 -	34,139 -	34,139 -
05-400-430-0408-5422	Federal Grants- Family Health- MCH	25,279 -	18,750 -	21,268 -	25,000 -	25,000 -
05-400-430-0408-5423	Federal Grants- Family Health- Peer	3,298 -	5,317 -	4,426 -	5,680 -	5,680 -
05-400-430-0408-5500	Family Health- Third Party Reimbur	4,146 -	15,703 -	12,226 -	15,000 -	20,000 -
05-400-430-0408-5832	Car Seat/Booster Seat Reimburse	24 -	730 -	1,848 -	200 -	3,200 -
05-400-430-0408-5894	Healthy Starts/Follow A Long	13,571 -	2,000 -	1,450 -	1,963 -	1,933 -
05-400-430-0408-6205	Postage	927	778	523	1,100	1,100
05-400-430-0408-6208	Staff Development/Training	50	0	50	50	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
400 DEPT Public Health Department

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-400-430-0408-6231	Services/Labor/Contracts	81	63	0	6,300	100
05-400-430-0408-6240	Membership/Dues/Association Fee	0	125	875	0	876
05-400-430-0408-6241	Meeting/Conference Registration F	129	4,860	0	150	150
05-400-430-0408-6250	Telephone	466	726	484	604	727
05-400-430-0408-6330	Mileage/Parking	784	1,142	205	400	400
05-400-430-0408-6332	Hotel/Lodging	1,259	2,667	262	300	300
05-400-430-0408-6335	Gas/Vehicle Fuel Charges	290	320	261	300	500
05-400-430-0408-6340	Meal Reimbursement	316	983	33	200	200
05-400-430-0408-6405	Office Supplies	5	0	0	0	0
05-400-430-0408-6406	PH Program Related Supplies	1,771	707	375	1,200	1,550
05-400-430-0408-6416	Educational Supplies/Follow A Lon	213	0	0	1,000	1,000
05-400-440-0410-5325	MA*STLTSS*LCTS	4,406 -	22,931 -	13,125 -	10,000 -	17,000 -
05-400-440-0410-5425	MA*FELTSS*LCTS	4,891 -	22,931 -	13,125 -	10,000 -	17,000 -
05-400-440-0410-5500	Pca Assessment- Third Party	1,919 -	281 -	0	500 -	0
05-400-440-0410-5805	Misc Revenue (Lcts)	479 -	817 -	290 -	500 -	500 -
05-400-440-0410-6101	Gross Salary- Admin	117,225	120,825	74,339	126,980	123,200
05-400-440-0410-6108	Meals Reimbursed Taxable	61	23	18	50	50
05-400-440-0410-6109	Salaries Overtime	153	434	10	0	0
05-400-440-0410-6124	Medicare Employer 1.45%	1,463	1,533	1,206	1,841	1,786
05-400-440-0410-6148	Employer Deduct Contribution- HS/	0	4,206	3,690	6,009	6,692
05-400-440-0410-6149	Employer Deduct Contribution- Vel	4,644	62	0	0	0
05-400-440-0410-6150	Health Insurance Employer	22,714	23,002	13,052	21,563	27,813
05-400-440-0410-6151	Severence Pay	0	0	16,812	0	0
05-400-440-0410-6152	Life Insurance- Employer	130	116	62	134	144
05-400-440-0410-6154	Long Term Disability	144	139	149	145	145
05-400-440-0410-6159	Pera Employer- Admin	8,745	8,880	5,428	9,524	9,240
05-400-440-0410-6165	Fica Employer 6.2%	6,255	6,431	5,156	7,873	7,638
05-400-440-0410-6205	Postage	496	602	286	600	600
05-400-440-0410-6208	Staff Development/Training	243	776	16	320	800
05-400-440-0410-6231	Services/Labor/Contracts	7,195	2,425	3,026	1,500	3,000
05-400-440-0410-6239	Software Fees/License Fees	2,114	3,255	940	9,010	8,000
05-400-440-0410-6240	Membership/Dues/Association Fee	1,281	301	1,090	1,315	1,315
05-400-440-0410-6241	Meeting/Conference Registration F	731	401	432	500	500
05-400-440-0410-6250	Telephone	2,371	2,727	1,848	2,850	2,732
05-400-440-0410-6254	Utilities- Gas and Electric	5,123	4,753	3,027	5,500	5,500
05-400-440-0410-6267	Unemployment Compensation	18	18	0	0	0

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## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
400 DEPT Public Health Department

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
05-400-440-0410-6272	New Employee Physical Examinatio	200	0	0	300	300
05-400-440-0410-6278	H & HS Advisory Committee	807	964	657	1,080	1,015
05-400-440-0410-6300	Maintenance/Service Contracts	10,431	13,232	5,664	10,000	13,200
05-400-440-0410-6301	Equipment Lease/Space Rental	5,615	6,291	4,373	5,670	6,300
05-400-440-0410-6330	Mileage/Parking	356	203	108	300	300
05-400-440-0410-6332	Hotel/Lodging	1,976	1,425	798	1,000	1,000
05-400-440-0410-6333	Allocated Admin Mileage/Motorpoc	11,847	10,738	140	11,400	11,400
05-400-440-0410-6335	Gas/Vehicle Fuel Charges	368	199	86	500	400
05-400-440-0410-6340	Meal Reimbursement	219	146	61	250	250
05-400-440-0410-6352	Insurance- Vehicles/Equipment/Lia	1,149	1,061	1,130	1,130	2,289
05-400-440-0410-6353	Workers Comp Insurance	10,515	9,963	8,556	8,558	7,253
05-400-440-0410-6402	Computer/Technology Supplies	9,070	3,475	17	3,008	10,400
05-400-440-0410-6405	Office Supplies	3,185	3,060	1,954	3,200	3,200
05-400-440-0410-6406	PH Program Related Supplies	2,099	431	414	3,500	500
05-400-440-0410-6422	Janitorial Services/Supplies	1,168	1,095	641	1,200	1,200
05-400-440-0410-6450	Small Equipment: Telephones,Chain	665	2,344	1,214	2,176	2,240
05-400-440-0410-6605	Building & Structure Related Expen	5,240	150	350	13,736	15,160
05-400-440-0410-6630	Miscellaneous- Capital Expense	532	6,719	291	0	0
05-400-440-0411-6101	Ph Staff Salaries	350,048	332,108	256,658	440,144	397,694
05-400-440-0411-6108	Meals Reimbursed Taxable	45	25	56	45	45
05-400-440-0411-6109	Salaries- Overtime	0	160	0	0	0
05-400-440-0411-6124	Medicare Employer - Ph Nurse	4,834	4,573	3,513	6,382	5,767
05-400-440-0411-6148	Employer Deduct Contribution- HS/	0	17,700	12,752	20,820	20,820
05-400-440-0411-6149	Employer Deduct Contribution- Ve	11,850	0	0	0	0
05-400-440-0411-6150	Health Insurance Employer - Ph Nu	56,907	39,350	43,283	51,576	68,557
05-400-440-0411-6152	Life Insurance- Employer - Ph Nurs	374	353	235	400	334
05-400-440-0411-6154	Long Term Disability	744	581	650	780	780
05-400-440-0411-6159	Pera Employer- Ph Staff	26,068	24,833	19,163	33,011	29,827
05-400-440-0411-6165	Fica Employer - Nurse	20,671	19,554	15,023	27,289	24,657
05-400-440-0411-6168	NACO Deferred Comp ER in Lieu H	0	279	0	0	0
05-400-450-0451-5313	Lph Grant	0	0	8,234 -	28,769 -	28,769 -
05-400-450-0451-5319	Health Ed State Grants	86,236 -	51,835 -	30,588 -	50,913 -	50,913 -
05-400-450-0451-5832	Misc Health Ed Grants	4,794 -	1,506 -	1,450 -	1,500 -	1,500 -
05-400-450-0451-6205	Postage	3,385	3,939	32	3,500	3,500
05-400-450-0451-6208	Staff Development/Training	125	0	0	0	0
05-400-450-0451-6231	Services/Labor/Contracts	6,227	8,369	399	6,000	6,000

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
400 DEPT Public Health Department

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-400-450-0451-6241	Meeting/Conference Registration F	130	0	285	50	400
05-400-450-0451-6301	Equipment/Space Rentals and Leas	50	0	175	50	50
05-400-450-0451-6330	Mileage/Parking	15	5	167	50	50
05-400-450-0451-6332	Hotel/Lodging	512	0	532	250	250
05-400-450-0451-6335	Gas/Vehicle Fuel Charges	267	61	151	200	200
05-400-450-0451-6340	Meal Reimbursement	74	18	0	50	50
05-400-450-0451-6405	Office Supplies	145	101	150	200	200
05-400-450-0451-6406	PH Program Related Supplies	18,664	3,361	2,908	3,100	5,700
DEPT 400 Public Health Department	<b>Revenue</b>	664,574 -	693,592 -	563,979 -	738,637 -	775,232 -
	<b>Expend.</b>	823,801	772,893	563,723	931,082	923,703
	<b>Net</b>	159,227	79,301	256 -	192,445	148,471

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
420 DEPT Income Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
05-420-000-0000-5001	All Current/Delinquent Taxes	436,145 -	524,777 -	353,757 -	587,048 -	642,039 -
05-420-000-0000-5201	MV Credit MS Statute 273.1384	6,911 -	7,876 -	0	0	0
05-420-000-0000-5203	Disaster/Tax Abatement Credit	0	4,137 -	0	0	0
05-420-000-0000-5209	Disparity Reduction Aid	406 -	468 -	0	0	0
05-420-000-0000-5210	County Program Aid	25,571 -	0	0	0	0
05-420-000-0000-5216	Taconite Credit- Current	23,267 -	27,780 -	15	0	0
05-420-600-0000-5205	In- Lieu	5,324 -	7,300 -	1,543 -	3,300 -	3,300 -
05-420-600-0000-5320	Periodic Data Match	0	0	7,541 -	0	0
05-420-600-0000-5321	State Grants- Admin	1,492 -	6,181 -	398 -	1,500 -	6,000 -
05-420-600-0000-5421	TANF Income Maintenance Admin	43,836 -	44,581 -	33,164 -	42,600 -	44,000 -
05-420-600-0000-5422	Title IV- E Income Maintenance Adr	1,371 -	1,809 -	2,125 -	600 -	1,500 -
05-420-600-0000-5423	SCHIP MN Care Direct	34 -	0	112 -	0	0
05-420-600-0000-5832	Misc Recoveries	3,524 -	13,545 -	3,711 -	8,000 -	8,000 -
05-420-600-4800-6101	Im O/Head Admin Salaries	220,658	208,788	128,714	244,940	235,862
05-420-600-4800-6108	H & Hs Meals	48	36	38	45	45
05-420-600-4800-6109	Salaries- Overtime	357	621	22	0	0
05-420-600-4800-6124	Medicare Employer	2,856	2,733	2,298	3,552	3,420
05-420-600-4800-6148	Employer Deduct Contribution- HS,	0	7,280	6,915	14,785	13,302
05-420-600-4800-6149	Employer Deduct Contribution- Vet	10,352	131	0	0	0
05-420-600-4800-6150	Im O/Head Admin Health Ins	44,068	40,871	23,016	57,556	49,673
05-420-600-4800-6151	Severence Pay	0	0	35,725	0	0
05-420-600-4800-6152	Im O/Head Admin Life Ins	230	205	123	297	308
05-420-600-4800-6154	Long Term Disability	150	210	222	122	150
05-420-600-4800-6159	Pera Employer	15,530	15,524	9,404	18,371	17,690
05-420-600-4800-6165	Im O/Head Admin Fica	12,211	11,425	9,828	15,186	14,623
05-420-600-4800-6205	Postage	6,095	6,695	6,099	6,200	6,200
05-420-600-4800-6208	Staff Development/Training	7	1,420	34	680	1,700
05-420-600-4800-6231	Services/Labor/Contracts	16,371	11,759	6,651	12,000	12,000
05-420-600-4800-6239	Software Fees/License Fees	28,255	34,386	13,443	30,280	30,700
05-420-600-4800-6240	Membership/Dues/Association Fee	635	894	245	658	900
05-420-600-4800-6241	Meeting/Conference Registration F	3,125	2,497	2,195	3,125	3,125
05-420-600-4800-6250	Telephone	4,186	5,253	3,819	4,550	5,260
05-420-600-4800-6254	Utilities- Gas and Electric	11,955	10,101	6,813	13,000	13,000
05-420-600-4800-6263	Contract Legal Services- Fraud	68	0	675	0	0
05-420-600-4800-6265	Sheriff - Fraud Investigation	743	180	1,114	100	1,100
05-420-600-4800-6267	Unemployment Compensation	41	38	0	0	0

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
420 DEPT Income Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2015 ACTUAL Mo. 01 - 12</u>	<u>2016 ACTUAL Mo. 01 - 12</u>	<u>2017 ACTUAL Mo. 01 - 12</u>	<u>ADOPTED 2017</u>	<u>PROPOSED 2018</u>
05-420-600-4800-6278	H & HS Advisory Committee	1,884	2,048	1,395	2,300	2,154
05-420-600-4800-6300	Maintenance/Service Contracts	4,473	5,362	2,928	6,000	6,000
05-420-600-4800-6301	Equipment Lease/Space Rental	2,699	2,635	1,757	2,700	2,700
05-420-600-4800-6330	Mileage/Parking	5	0	0	25	0
05-420-600-4800-6332	Hotel/Lodging	4,200	4,161	2,049	4,200	3,000
05-420-600-4800-6333	Allocated Admin Mileage/Motorpoc	4,672	5,116	297	5,000	5,000
05-420-600-4800-6335	Gas/Vehicle Fuel Charges	459	552	260	550	550
05-420-600-4800-6340	Meal Reimbursement	320	737	364	350	500
05-420-600-4800-6352	Insurance- Vehicles/Equipment/Lia	0	0	0	0	4,389
05-420-600-4800-6353	Workers Comp Insurance	1,788	1,979	2,300	2,297	2,164
05-420-600-4800-6402	Computer/Technology Supplies	6,048	15,990	4,467	7,267	5,200
05-420-600-4800-6405	Office Supplies	6,284	4,323	2,859	4,000	4,000
05-420-600-4800-6422	Janitorial Services/Supplies	2,727	2,304	1,598	3,000	3,000
05-420-600-4800-6450	Small Equipment: Telephones,Chair	1,577	4,649	4,174	4,622	4,760
05-420-600-4800-6605	Building & Structure Related Expen	12,227	319	775	29,189	32,215
05-420-600-4800-6630	Miscellaneous- Capital Expense	1,242	14,278	643	0	0
05-420-600-4800-6800	Other Expenses - Direct Charge	519 -	13,797	998	8,000	8,000
05-420-600-4820-6101	Im Rms Salaries	427,297	457,797	334,147	428,064	439,898
05-420-600-4820-6108	Meals Reimbursed Taxable	0	0	28	0	25
05-420-600-4820-6109	Salaries- Overtime	0	0	46	0	0
05-420-600-4820-6124	Medicare Employer	5,812	6,177	4,518	6,207	6,379
05-420-600-4820-6148	Employer Deduct Contribution- HS/	6,520	18,324	16,349	32,600	29,600
05-420-600-4820-6149	Employer Deduct Contribution- Vcl	15,442	0	0	0	0
05-420-600-4820-6150	Im Rms Health Insurance Employer	94,254	87,592	63,756	77,364	74,895
05-420-600-4820-6152	Im Rms Life Insurance- Employer	623	672	463	587	655
05-420-600-4820-6159	Pera Employer - Rms	31,884	33,645	24,494	32,105	32,992
05-420-600-4820-6165	Im Rms Employer Fica	24,852	26,413	19,320	26,540	27,274
05-420-600-4820-6168	NACO Deferred Comp ER in Lieu H	0	6,700	1,948	0	0
05-420-610-0000-5832	Afdc/Mfip Recoveries- Non Maxis	25 -	0	0	0	0
05-420-610-0000-5836	Afdc/Mfip Recoveries- Maxis	2,373 -	7,776 -	1,013 -	6,000 -	6,000 -
05-420-610-4100-6011	County Share- Afdc/Mfip	1,624	4,650	873	4,320	4,320
05-420-610-4800-6800	Program Expenses- Direct Charge	0	50	0	50	50
05-420-620-0000-5322	State Grants- Programs Ga	1,490 -	2,285 -	1,072 -	1,500 -	2,285 -
05-420-620-0000-5832	Ga Recoveries- Non Maxis	0	89 -	10 -	0	0
05-420-620-0000-5836	Ga Recoveries - Maxis	789 -	1,176 -	375 -	1,200 -	1,200 -
05-420-620-4100-6011	County Share - Ga	504	613	132	800	800

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
420 DEPT Income Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2015 ACTUAL Mo. 01 - 12</u>	<u>2016 ACTUAL Mo. 01 - 12</u>	<u>2017 ACTUAL Mo. 01 - 12</u>	<u>ADOPTED 2017</u>	<u>PROPOSED 2018</u>
05-420-630-0000-5421	Food Support Direct Admin Aid	135,226 -	125,154 -	88,163 -	136,000 -	130,000 -
05-420-630-0000-5422	Federal Grants- Bonus Bucks	0	0	8,457 -	0	0
05-420-630-0000-5832	Food Support Recoveries- Non Maxi	252 -	0	0	0	0
05-420-630-0000-5836	Food Support Recoveries- Maxis	2,182 -	2,795 -	3,671 -	2,400 -	3,000 -
05-420-630-4100-6011	County Share- Food Support	2,173	3,320	3,029	2,000	2,250
05-420-630-4800-6800	Other Expenses - Direct Charge	71	108	57	50	50
05-420-630-4800-6801	Bonus Bucks Expenditures	335	0	0	0	0
05-420-640-0000-5321	State Grants- Admin IV- D	1,863 -	0	29 -	0	0
05-420-640-0000-5328	Child Support Incentives - State	2,921 -	5,169 -	1,681	4,250 -	3,000 -
05-420-640-0000-5421	Title IV- D Child Support Admin	293,510 -	304,459 -	228,382 -	370,000 -	370,000 -
05-420-640-0000-5423	Titile IV- D Child Support Incentive	38,200 -	41,064 -	36,252 -	34,000 -	40,000 -
05-420-640-0000-5832	Recoveries Child Support	1,940 -	1,740 -	980 -	2,000 -	1,800 -
05-420-640-4800-6205	Postage	2,727	2,757	1,400	2,500	2,500
05-420-640-4800-6208	Staff Development/Training	0	204	0	0	0
05-420-640-4800-6231	Services/Labor/Contracts	2,664	1,277	918	2,000	2,000
05-420-640-4800-6241	Meeting/Conference Registration F	680	570	570	680	680
05-420-640-4800-6250	Telephone	1,227	1,111	794	1,151	1,120
05-420-640-4800-6263	Contract Legal Services Iv- D	27,111	23,861	19,586	28,000	28,000
05-420-640-4800-6270	Aitkin Co Sheriff Fees Iv- D	1,325	800	500	1,500	1,500
05-420-640-4800-6300	Maintenance/Service Contracts	974	610	443	500	650
05-420-640-4800-6301	Equipment Lease/Space Rental	1,972	2,153	1,559	2,000	2,153
05-420-640-4800-6330	Mileage/Parking	79	1,917	18	80	150
05-420-640-4800-6332	Hotel/Lodging	373	200	205	375	375
05-420-640-4800-6333	Allocated Admin Mileage/Motorpoc	1,336	0	0	1,200	1,780
05-420-640-4800-6335	Gas/Vehicle Fuel Charges	259	175	63	350	350
05-420-640-4800-6340	Meal Reimbursement	94	61	0	100	100
05-420-640-4800-6379	Other Iv- D Charges	2,178	2,408	1,955	2,500	2,500
05-420-640-4800-6397	Genetic Tests Iv- D	1,636	1,265	1,343	1,500	1,500
05-420-640-4800-6402	Computer Supplies	208	6,771	245	950	1,750
05-420-640-4800-6405	Office Supplies	1,002	1,149	672	1,200	1,200
05-420-640-4800-6422	Janitorial Services/Supplies	0	0	7	0	0
05-420-640-4800-6450	Small Equipment: Telephones,Chai	0	946	1,167	0	0
05-420-640-4820-6101	Gross Salary	232,559	230,445	171,665	281,112	289,717
05-420-640-4820-6108	Taxable Meals Iv- D	148	118	60	100	100
05-420-640-4820-6109	Salaries- Overtime	1,167	1,241	709	0	1,200
05-420-640-4820-6124	Medicare Employer	3,327	3,233	2,354	4,076	4,201

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
420 DEPT Income Maintenance

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	<u>2015 ACTUAL Mo. 01 - 12</u>	<u>2016 ACTUAL Mo. 01 - 12</u>	<u>2017 ACTUAL Mo. 01 - 12</u>	<u>ADOPTED 2017</u>	<u>PROPOSED 2018</u>	
05- 420- 640- 4820- 6148	Employer Deduct Contribution- HS/	1,540	10,315	9,675	16,560	14,560	
05- 420- 640- 4820- 6149	Employer Deduct Contribution- Vet	6,160	0	0	0	0	
05- 420- 640- 4820- 6150	Health Insurance Employer	33,649	35,885	32,781	57,612	46,091	
05- 420- 640- 4820- 6152	Life Insurance- Employer	275	256	184	275	354	
05- 420- 640- 4820- 6159	Pera Employer	17,481	17,147	12,842	21,083	21,729	
05- 420- 640- 4820- 6165	Fica Employer	14,227	13,824	10,067	17,429	17,962	
05- 420- 650- 0000- 5322	MA Medical Support State Incentive	154,364 -	130,079 -	57,704 -	145,000 -	145,000 -	
05- 420- 650- 0000- 5421	Medical Assistance Admin Aid	266,835 -	262,522 -	188,919 -	270,000 -	270,000 -	
05- 420- 650- 0000- 5422	MA Medical Support Fed Incentive	131,123 -	101,109 -	47,782 -	145,000 -	145,000 -	
05- 420- 650- 0000- 5500	PMAP Mileage Reimbursement	24,818 -	15,199 -	7,215 -	25,000 -	25,000 -	
05- 420- 650- 0000- 5828	County Burial Recoveries	1,924 -	5,283 -	1,747 -	2,000 -	2,000 -	
05- 420- 650- 0000- 5832	MA Recoveries	10,687 -	8,313 -	1,599 -	10,000 -	5,000 -	
05- 420- 650- 0000- 5836	MA Estate Recoveries	203,218 -	151,060 -	74,827 -	120,000 -	125,000 -	
05- 420- 650- 4400- 6020	Medicare Premium Reimbursement	20,680	25,650	15,221	24,000	25,000	
05- 420- 650- 4400- 6022	MA CEHI Reimbursement	183,152	117,883	57,561	140,000	120,000	
05- 420- 650- 4400- 6025	State/Fed Share - MA	152,439	170,786	35,851	90,000	90,000	
05- 420- 650- 4400- 6210	Medical Assistance Access	2,217	145	0	300	0	
05- 420- 650- 4400- 6212	MA PMAP Access	20,630	14,987	8,059	20,000	25,000	
05- 420- 650- 4401- 6210	MA Access- Individual(Vested Inter	30,504	38,339	30,602	30,000	38,000	
05- 420- 650- 4402- 6210	MA Access- Licensed Foster Parent	4,615	5,523	1,579	4,000	4,000	
05- 420- 650- 4403- 6210	MA Access- Volunteer	5,669	7,674	4,865	12,000	9,000	
05- 420- 650- 4404- 6210	MA Access- Taxi	8,700	15,451	15,104	7,000	16,000	
05- 420- 650- 4405- 6210	MA Access- Meals	1,256	1,325	850	1,600	1,600	
05- 420- 650- 4406- 6210	MA Access- Lodging	14,470	3,619	2,790	5,000	3,500	
05- 420- 650- 4407- 6210	MA Access- Parking	207	215	208	200	200	
05- 420- 650- 4800- 6800	Program Expenses Direct Charge Ff	3,561	0	1,877	100	0	
05- 420- 650- 4800- 6810	County Burials	14,108	34,601	27,450	25,000	32,000	
05- 420- 660- 0000- 5836	Msa Recoveries - Maxis	52 -	160 -	92 -	0	0	
05- 420- 660- 4100- 6011	County Share - Msa	26	80	36	0	0	
05- 420- 660- 4800- 6800	Other expenses - direct charge	17	0	0	0	0	
05- 420- 680- 0000- 5421	Refugee Assistance Admin Aid	380 -	299 -	313 -	225 -	225 -	
<b>DEPT 420</b>	<b>Income Maintenance</b>	<b>Revenue</b>	<b>1,822,053 -</b>	<b>1,804,185 -</b>	<b>1,149,257 -</b>	<b>1,917,623 -</b>	<b>1,979,349 -</b>
		<b>Expend.</b>	<b>1,858,047</b>	<b>1,882,335</b>	<b>1,227,252</b>	<b>1,919,667</b>	<b>1,920,400</b>
		<b>Net</b>	<b>35,994</b>	<b>78,150</b>	<b>77,995</b>	<b>2,044</b>	<b>58,949 -</b>



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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	ADOPTED 2017	PROPOSED 2018
05-430-000-0000-5001	All Current/Delinquent Taxes	1,288,611 -	1,542,027 -	913,872 -	1,499,778 -	1,655,221 -
05-430-000-0000-5201	MV Credit MS Statute 273.1384	20,418 -	21,756 -	0	0	0
05-430-000-0000-5202	Out of Home Placement MS 260C.0	0	0	0	0	31,397 -
05-430-000-0000-5203	Disaster/Tax Abatement Credit	0	10,688 -	0	0	0
05-430-000-0000-5209	Disparity Reduction Aid	1,200 -	1,293 -	0	0	0
05-430-000-0000-5210	County Program Aid	75,550 -	0	0	0	0
05-430-000-0000-5216	Taconite Credit- Current	68,744 -	76,682 -	40	0	0
05-430-700-0000-5205	In-Lieu	15,729 -	21,103 -	4,488 -	9,600 -	9,600 -
05-430-700-0000-5322	LTSS * SSTS*ST57	114,898 -	163,811 -	128,128 -	160,000 -	152,000 -
05-430-700-0000-5325	VCAA Block Grant - 53	226,811 -	214,281 -	209,856 -	209,856 -	206,329 -
05-430-700-0000-5421	MA SSTS Admin*54	76,972 -	77,169 -	57,843 -	76,500 -	77,000 -
05-430-700-0000-5422	MA*LTSS*SSTS67	114,898 -	163,811 -	128,128 -	160,000 -	180,000 -
05-430-700-0000-5426	TXX SS Block Grant*56	121,583 -	114,820 -	75,192 -	112,787 -	110,613 -
05-430-700-0000-5828	Mh Initiative	7,000 -	0	0	0	0
05-430-700-0000-5832	Ss Administrative Recoveries	1,481 -	786 -	731 -	0	0
05-430-700-0000-5833	Mh Init- Housing	0	0	60 -	0	0
05-430-700-0000-5894	Special Kids Fund	1,103 -	343 -	0	0	0
05-430-700-4800-6101	Allocated Admin Salary	154,907	174,134	94,132	167,397	151,071
05-430-700-4800-6108	Meals Reimbursed Taxable	55	53	35	50	50
05-430-700-4800-6109	Salaries- Overtime	510	886	32	0	0
05-430-700-4800-6124	Medicare Employer	1,966	2,311	2,075	2,427	2,191
05-430-700-4800-6148	Employer Deduct Contribution- HS/	0	5,558	4,418	7,150	6,650
05-430-700-4800-6149	Employer Deduct Contribution- Vet	5,538	193	0	0	0
05-430-700-4800-6150	Allocated Admin Health Ins	26,304	29,718	13,892	25,788	23,909
05-430-700-4800-6151	Severence Pay	0	0	52,536	0	0
05-430-700-4800-6152	Allocated Admin Life Ins	143	118	58	156	164
05-430-700-4800-6154	Long Term Disability	82	85	167	73	120
05-430-700-4800-6159	Pera Employer	11,461	12,860	6,692	12,555	11,330
05-430-700-4800-6165	Allocated Admin Fica	8,408	9,493	8,873	10,379	9,366
05-430-700-4800-6205	Postage	5,128	4,882	2,019	5,400	5,000
05-430-700-4800-6208	Staff Development/Training	2,184	2,152	50	1,000	2,500
05-430-700-4800-6231	Services/Labor/Contracts	19,031	9,779	9,433	9,500	9,800
05-430-700-4800-6239	Software Fees/License Fees	7,304	12,411	7,463	15,500	8,275
05-430-700-4800-6240	Membership/Dues/Association Fee	2,378	1,845	166	2,400	2,400
05-430-700-4800-6241	Meeting/Conference Registration F	5,108	3,633	5,347	5,200	5,200
05-430-700-4800-6250	Telephone	12,104	19,333	13,868	16,655	19,345

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> Mo. 01 - 12	2016 <u>ACTUAL</u> Mo. 01 - 12	2017 <u>ACTUAL</u> Mo. 01 - 12	<u>ADOPTED</u> 2017	<u>PROPOSED</u> 2018
05-430-700-4800-6254	Utilities- Gas and Electric	17,078	14,855	9,192	18,000	18,000
05-430-700-4800-6267	Unemployment Compensation	59	56	0	0	0
05-430-700-4800-6272	New Employee Physical Examinatio	495	300	220	500	500
05-430-700-4800-6278	H & HS Advisory Committee	2,691	3,012	2,052	3,300	3,168
05-430-700-4800-6300	Maintenance/Service Contracts	6,390	7,885	4,225	6,400	7,885
05-430-700-4800-6301	Equipment Lease/Space Rental	3,856	3,874	2,543	3,900	3,900
05-430-700-4800-6330	Mileage/Parking	22,119	21,375	15,187	23,000	23,000
05-430-700-4800-6332	Hotel/Lodging	9,357	7,009	2,317	9,500	6,000
05-430-700-4800-6333	Allocated Admin Mileage/Motorpoc	42,614	44,064	436	43,000	44,000
05-430-700-4800-6335	Gas/Vehicle Fuel Charges	4,968	4,777	3,131	5,000	5,000
05-430-700-4800-6340	Meal Reimbursement	1,734	2,018	508	1,800	1,800
05-430-700-4800-6352	Insurance- Vehicles/Equipment/Lia	18,074	17,471	18,454	15,954	8,778
05-430-700-4800-6353	Workers Comp Insurance	9,178	9,839	9,022	9,023	8,526
05-430-700-4800-6402	Computer/Technology Supplies	9,121	13,351	24,398	24,275	11,600
05-430-700-4800-6405	Office Supplies	8,897	6,406	4,057	6,000	6,000
05-430-700-4800-6416	Education Supplies- Social Services	564	18	178	0	200
05-430-700-4800-6422	Janitorial Services/Supplies	3,895	3,389	1,940	3,800	3,500
05-430-700-4800-6450	Small Equipment: Telephones,Chain	4,544	7,350	4,606	6,798	7,000
05-430-700-4800-6605	Building & Structure Related Expen	17,467	5,364	1,050	42,925	47,375
05-430-700-4800-6625	Office & Other Equipment	0	935	0	0	0
05-430-700-4800-6630	Miscellaneous- Capital Expense	1,774	20,998	872	0	0
05-430-700-4800-6800	Direct Charge Expenses Non Ffp	5,606	5,129	5,000	5,600	5,600
05-430-700-4800-6801	Non Profit Allocations	0	0	0	0	1,200
05-430-700-4800-6802	Mh Init - Lac	1,155	608	111	5,000	1,500
05-430-700-4800-6803	Mh Int - Consumer Support	3,108	200	172	1,500	10,000
05-430-700-4800-6804	Mh Init - Housing Expense	1,140	9,542	6,386	5,000	6,000
05-430-700-4800-6805	Mh Init - Transportation	0	963	3,626	0	0
05-430-700-4800-6809	Mh Init - Employability	9,317	7,252	2,120	9,500	8,000
05-430-700-4800-6810	Mh Init - Flex	2,597	10,672	4,183	10,000	6,000
05-430-700-4800-6811	Restorative Justice Allocation	161	0	0	0	0
05-430-700-4800-6823	Special Kids Fund - Expenditure	100	451	165	500	500
05-430-700-4820-6101	Direct Social Service Salaries	1,275,682	1,333,938	979,753	1,414,977	1,504,773
05-430-700-4820-6108	Meals Reimbursed Taxable	525	497	412	500	500
05-430-700-4820-6109	Salaries- Overtime	7,002	4,669	5,981	7,000	7,000
05-430-700-4820-6124	Direct Soc Serv Medicare	17,783	18,736	13,824	20,626	21,819
05-430-700-4820-6148	Employer Deduct Contribution- HS/	3,645	32,711	38,784	66,240	66,500

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-430-700-4820-6149	Employer Deduct Contribution- Vet	30,995	0	0	0	0
05-430-700-4820-6150	Direct Soc Serv Health Ins	176,159	167,577	119,726	143,760	163,624
05-430-700-4820-6152	Direct Soc Serv Life Ins	1,156	1,159	810	1,312	1,599
05-430-700-4820-6154	Long Term Disability	302	170	247	356	356
05-430-700-4820-6159	Pera Employer	94,486	98,792	73,223	106,685	112,858
05-430-700-4820-6165	Direct Soc Serv Fica	76,038	80,111	59,108	88,193	93,296
05-430-700-4820-6168	NACO Deferred Comp ER in Lieu H	0	3,350	0	0	0
05-430-700-4821-6101	Direct Ph Salaries	138,020	210,320	88,195	262,311	209,606
05-430-700-4821-6108	Meals Reimbursed Taxable	21	48	3	25	25
05-430-700-4821-6109	Salaries Overtime	196	88	0	0	0
05-430-700-4821-6124	Direct Ph Medicare	1,886	2,892	1,198	3,803	3,039
05-430-700-4821-6148	Employer Deduct Contribution- HS/	0	6,573	4,092	11,696	10,436
05-430-700-4821-6149	Employer Deduct Contribution- Vet	4,068	0	0	0	0
05-430-700-4821-6150	Direct Ph Health Ins	22,069	33,835	15,798	36,105	41,364
05-430-700-4821-6152	Direct Ph Life Insurance	178	233	86	287	236
05-430-700-4821-6154	Long Term Disability- Employer	183	326	202	182	185
05-430-700-4821-6159	Pera Employer	10,347	15,705	6,513	19,673	15,720
05-430-700-4821-6165	Direct Ph Fica - Employer	8,064	12,367	5,123	16,263	12,996
05-430-710-0000-5319	Child Protection Allocation - State	60,000 -	60,000 -	87,192 -	75,000 -	75,000 -
05-430-710-0000-5320	Misc State Receipts	696 -	0	0	0	0
05-430-710-0000-5321	Relative Custody Asst S02	2,893 -	0	0	0	0
05-430-710-0000-5322	Northstar Foster Care S03	12,634 -	28,763 -	56,234 -	6,000 -	12,000 -
05-430-710-0000-5323	Family Response State Grant	2,851 -	3,635 -	1,520 -	2,528 -	2,020 -
05-430-710-0000-5324	State Share- CADI/CAC/BI S01	2,762 -	4,318 -	1,464 -	3,500 -	4,000 -
05-430-710-0000-5325	MA_STLTSS_LCTS	485 -	0	0	0	0
05-430-710-0000-5330	PSOP Grant Expansion	10,338 -	2,000 -	1,061 -	2,802 -	2,600 -
05-430-710-0000-5341	Consumer Support Grant S68	0	397 -	79 -	0	0
05-430-710-0000-5420	Fed- Cadi/Tbi/Ltcc F06	2,797 -	4,320 -	1,464 -	3,500 -	4,000 -
05-430-710-0000-5422	Family Group Dis Making - 08	0	0	121 -	0	0
05-430-710-0000-5423	Title IV- B2 Family Response*65	4,646 -	5,446 -	3,171 -	4,120 -	2,403 -
05-430-710-0000-5425	Title IV- B1 Family Response*65	662	3,054 -	1,000 -	2,716 -	1,583 -
05-430-710-0000-5429	IV- E Self Grant*04	1,948 -	1,841 -	2,987 -	2,000 -	2,000 -
05-430-710-0000-5430	PSOP - CHILDREN'S TRUST FUND	2,112 -	1,106 -	816 -	2,803 -	2,400 -
05-430-710-0000-5441	IV- E Foster Care*01	41,137 -	29,105 -	26,118 -	41,000 -	30,000 -
05-430-710-0000-5442	IV- E SSTS Admin*02	19,547 -	16,827 -	8,848 -	20,000 -	10,000 -
05-430-710-0000-5453	CW TCM Revenue	65,334 -	71,953 -	37,812 -	146,000 -	72,000 -

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-430-710-0000-5482	IV- E Admin LCTS*07	120	5,151 -	0	0	0
05-430-710-0000-5483	MA Admin LCTS*07	205	34,445 -	45,243 -	0	60,000 -
05-430-710-0000-5500	Third Party Reimbursements- PCA	0	1,941 -	1,672 -	3,200 -	2,000 -
05-430-710-0000-5832	Admin Foster Care Recoveries	88,109 -	54,172 -	20,496 -	75,000 -	50,000 -
05-430-710-0000-5833	IV- E Foster Care Recoveries	10,549 -	6,302 -	783 -	11,000 -	5,000 -
05-430-710-3070-6020	Child Welfare Assessment	69	0	0	0	0
05-430-710-3080-6020	Family Assessment Response	100	0	0	0	0
05-430-710-3160-6020	Transportation Child Serv	1,577	1,055	25	1,500	1,500
05-430-710-3160-6057	Foster Care- Transportation	7,214	5,773	8,533	6,700	7,000
05-430-710-3180-6020	Health- Related Services	1,354	612	764	1,200	1,200
05-430-710-3180-6057	Health Related Services- Foster Car	3,108	195	132	2,500	500
05-430-710-3181-6020	Drug Testing - CMCC Juveniles	535	105	0	0	0
05-430-710-3190-6020	Court Related Services & Activities	2,122	5,239	1,017	4,000	4,000
05-430-710-3390-6050	Educational Assistance/Child Txx	0	0	21	0	0
05-430-710-3410-6050	Environment Access/Specialized St	376	0	0	0	0
05-430-710-3440-6050	Housing Services- Child	1,555	271	545	500	500
05-430-710-3450-6020	Social & Recreational/Hippo Therap	347	328	0	500	500
05-430-710-3460-6065	Self Funds - Adolescent Life Skills	2,226	1,916	1,402	2,000	2,000
05-430-710-3620-6020	Family- Based Counseling Services	1,887	0	0	0	0
05-430-710-3630-6020	Family- Based Life Mgmt Skills Serv	266	0	0	500	500
05-430-710-3640-6020	Family Assessment Response Servi	8,399	4,402	1,326	4,000	4,000
05-430-710-3650-6027	Serv For Concurrent Perm Plan	5,085	50	4,733	1,000	2,000
05-430-710-3660-6020	Family Group Decision Making	0	1,946	1,269	2,000	2,000
05-430-710-3661-6020	Triple P Activity	1,436	669	687	1,500	1,500
05-430-710-3670-6020	PSOP - Parent Support Outreach Se	911	848	630	1,000	1,000
05-430-710-3710-6050	Shelter- Truancy Program	1,019	356	0	600	600
05-430-710-3710-6053	Shelter- Corrective	0	712	0	400	400
05-430-710-3710-6057	Child Shelter	1,071	1,672	0	800	800
05-430-710-3711-6057	Child Shelter- Correctional	0	0	0	2,000	0
05-430-710-3780-6057	Northstar Adoption Assistance	0	1,973	0	0	5,000
05-430-710-3800-6057	Treatment Foster Care	18,948	0	0	26,000	26,000
05-430-710-3802-6057	Treatment Foster Care/ICWA	7,870	18,632	4,006	0	0
05-430-710-3810-6057	Family Foster Care	190,403	289,650	150,254	300,000	360,000
05-430-710-3811-6057	Family Foster Care- Correctional	10,011	0	0	0	0
05-430-710-3812-6057	Family Foster Care- Icwa	52,441	72,284	54,054	0	0
05-430-710-3820-6040	Relative Custody Assistance	8,296	307	0	0	0

# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-430-710-3830-6057	Children's Group Residential Care	35,955	0	25,692	5,000	5,000
05-430-710-3850-6057	Correctional Facilities	142,279	125,466	64,718	0	70,000
05-430-710-3851-6057	Correctional Facilities - Correction:	0	23,756	0	0	0
05-430-710-3852-6057	Correctional Facilities-Icwa	27,341	47,201	890	0	0
05-430-710-3880-6057	Supervised Independent Living	0	0	3,960	0	2,500
05-430-710-3890-6020	Respite Care - Non Foster Care	491	1,300	2,420	1,000	2,500
05-430-710-3890-6057	Respite Care- Foster Care	2,649	1,276	2,230	2,500	2,500
05-430-710-3930-6020	General Case Management	637	574	313	500	500
05-430-710-3960-6050	Adoptions & Kinship	0	250	115	500	500
05-430-710-3970-6064	Collaborative Grant	0	39,596	30,383	0	60,000
05-430-710-3980-6020	License & Resource Development	353	1,432	350	1,500	1,500
05-430-720-0000-5322	MFIP Consolidated Fund - State	12,018 -	9,603 -	15,950 -	11,960 -	18,040 -
05-430-720-0000-5326	Child Care MFIP Admin- State 66	732 -	1,614 -	759 -	1,200 -	1,200 -
05-430-720-0000-5370	BSF Child Care Admin - State 08	4,566 -	3,886 -	830 -	5,654 -	2,974 -
05-430-720-0000-5426	Child Care MFIP Admin- Fed 13	761 -	1,684 -	793 -	1,200 -	1,200 -
05-430-720-0000-5432	Employment & Train Serv - F14	116,342 -	134,788 -	89,239 -	137,540 -	157,408 -
05-430-720-0000-5470	BSF Child Care Admin*15	5,724 -	4,750 -	1,015 -	6,911 -	4,106 -
05-430-720-0000-5832	Misc Child Care Recoveries/Fees	1,710 -	2,339 -	1,455 -	1,500 -	2,000 -
05-430-720-3020-6069	Community Ed & Prevent/Advertisi	865	895	615	860	860
05-430-720-3110-6069	Bsf Child Care	4,698	4,337	2,891	4,337	4,337
05-430-720-3140-6020	Other Child Care	195	727	213	500	500
05-430-720-3140-6057	Day Care- Foster Care	4,495	981	179	0	0
05-430-720-3370-6038	Mfip- Employment Services	142,066	124,317	97,449	120,000	135,448
05-430-720-3980-6020	License And Resource Developmen	430	430	325	600	430
05-430-730-0000-5321	CDTF Fund Admin S17	7,149 -	11,008 -	7,831 -	10,023 -	10,023 -
05-430-730-0000-5421	MA Rule 25 Admin SSTS*22	33,250 -	34,680 -	24,734 -	34,000 -	34,000 -
05-430-730-0000-5500	Rule 25 Assessment - Third Party	0	0	180 -	0	0
05-430-730-0000-5832	Detox Recoveries	6,882 -	14,920 -	9,303 -	10,000 -	14,000 -
05-430-730-3050-6050	Rule 25 Assessment	0	370	100	0	0
05-430-730-3090-6050	Pre- Petition Screening/Hearing	0	1,008	550	500	550
05-430-730-3160-6020	Cd Transportation	0	56	0	0	0
05-430-730-3170-6050	Detox Transportation	437	139	0	2,500	2,500
05-430-730-3590-6072	Ccdtf County % State Billings	33,140	65,495	70,024	50,000	65,000
05-430-730-3710-6020	Detoxification - Grand Rapids	20,044	34,125	21,450	17,000	38,000
05-430-730-3710-6080	Detoxification - Other	11,290	17,901	3,731	7,500	7,500
05-430-730-3930-6050	General Case Management	0	53	47	0	0

# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-430-740-0000-5351	Child MH Combined S63	24,162 -	25,087 -	28,408 -	28,408 -	30,492 -
05-430-740-0000-5437	IV- E MH Foster Care*28	13,937 -	1,533 -	6,680 -	5,000 -	5,000 -
05-430-740-0000-5444	MA Rule 5 Foster Care*66	30,922 -	15,789 -	46,266 -	14,000 -	82,500 -
05-430-740-0000-5450	MA CMH TCM*64	40,407 -	38,357 -	14,022 -	37,000 -	37,000 -
05-430-740-0000-5500	Insurance Company Revenue	48,183 -	89,517 -	41,943 -	70,000 -	85,000 -
05-430-740-0000-5832	Misc Child MH Recoveries	238 -	3,675 -	2,762 -	500 -	500 -
05-430-740-3020-6050	Community Ed & Prevention	60	523	0	0	0
05-430-740-3050-6020	Child Outpat Assess/Psyc. Testing	14,590	9,359	3,927	15,000	15,000
05-430-740-3070-6020	Early Identification & Intervention	311	0	0	0	0
05-430-740-3160-6020	Child MHTransportation	166	0	0	200	200
05-430-740-3160-6057	Mh Foster Care Transportation	575	325	0	500	500
05-430-740-3300-6020	Other Family Community Support	641	279	0	500	500
05-430-740-3530-6020	Child Outpatient Psychotherapy	0	0	0	600	600
05-430-740-3550-6020	Child Outpat Medication Mgmt	108	0	0	0	0
05-430-740-3620-6020	Family Based Services Mh	1,032	308	0	2,000	1,000
05-430-740-3830-6057	Rule 5- Children's Residential Trmt	96,403	139,532	253,507	90,000	200,000
05-430-740-3832-6057	Rule 5 Chld Residential Trmt- Icwa	48,012	27,891	0	0	0
05-430-740-3890-6020	Child Mh Respite	2,232	4,060	1,890	2,500	4,000
05-430-740-3890-6057	Mh Respite - Foster Care	3,117	0	0	500	0
05-430-740-3900-6020	Child Rule 79 Case Mgmt	4,410	5,186	1,553	4,410	4,000
05-430-740-3920-6020	Child General Case Mgmt	0	50	0	0	0
05-430-745-0000-5343	Adult MH Rule 78 CSP S25	25,800 -	59,954 -	55,418 -	55,418 -	55,418 -
05-430-745-0000-5421	MA Adult MH TCM*31	42,357 -	32,749 -	18,867 -	33,000 -	37,000 -
05-430-745-0000-5500	Insurance Company Revenue	12,740 -	22,029 -	21,945 -	39,000 -	39,000 -
05-430-745-3025-6020	COMMUNITY ED & PREVENTION	1,050	63,550	48,284	73,325	73,325
05-430-745-3030-6071	Client Outreach - Csp	2,663	0	0	1,500	1,500
05-430-745-3070-6020	Early Identification And Interventio	1,619	0	0	0	0
05-430-745-3081-6020	Adult Outpatient Diag Assess- Corr	0	333	0	0	0
05-430-745-3085-6020	Adult Outpat Diagnostic Assess/Ps	15,387	6,412	15,871	15,000	15,000
05-430-745-3090-6050	Pre- Petition Screening/Hearing	6,600	2,325	4,258	3,600	3,600
05-430-745-3160-6050	Adult Transportation	1,932	5,042	1,886	1,700	1,000
05-430-745-3430-6050	Housing Subsidy	198	616 -	193	200	200
05-430-745-3720-6081	State- Operated Inpatient - Rtc Or C	2,088	125,696	0	50,000	50,000
05-430-745-3721-6081	Commitment Costs - Poor Relief	342,554	228,691	144,260	322,260	322,260
05-430-745-3730-6020	Adult Acute Care Hospital Inpatien	0	714	0	1,000	1,000
05-430-745-3910-6020	Adult Rule 79 Case Mgmt	4,680	4,646	2,340	4,680	4,646

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
05-430-750-0000-5323	State Share- DD Services S38	94,243 -	74,548 -	30,632 -	94,000 -	94,000 -
05-430-750-0000-5341	DD Family Support Grant*35	2,043 -	2,015 -	900	2,000 -	0
05-430-750-0000-5373	DD SILS Program S34	10,256 -	10,170 -	5,435 -	15,270 -	11,000 -
05-430-750-0000-5420	Fed Share- DD Services F38	94,251 -	74,571 -	30,642 -	94,000 -	94,000 -
05-430-750-0000-5445	MA VA/DD TCM*42	6,605 -	6,140 -	4,156 -	10,000 -	6,000 -
05-430-750-3160-6094	Transportation - Waiver	330	0	0	0	0
05-430-750-3340-6073	Semi- Independent Living Serv (Sils)	17,341	13,969	7,931	21,814	21,814
05-430-750-3350-6020	Family Support Program	3,598	0	0	2,000	0
05-430-750-3380-6050	Extended Supported Employment	6,650	4,348	977	7,000	5,000
05-430-750-3410-6094	Environment Access,Adapt,Special	0	1,431	0	1,500	1,500
05-430-750-3950-6020	Public Guardianship Dd	7,067	6,572	4,299	7,200	7,200
05-430-760-0000-5322	State Share - CADI/CAC S44	80,576 -	81,029 -	32,653 -	84,000 -	84,000 -
05-430-760-0000-5323	State Share - EW S44	9,628 -	19,863 -	9,473 -	12,000 -	18,000 -
05-430-760-0000-5324	State Share - AC S45	8,329 -	5,260 -	2,560 -	6,000 -	6,000 -
05-430-760-0000-5325	State Share - TBI S44	4,807 -	8,689 -	5,342 -	6,000 -	8,000 -
05-430-760-0000-5331	State Share - RSC	1,566 -	644 -	0	1,500 -	1,500 -
05-430-760-0000-5420	Fed Share - AC F48	8,330 -	5,260 -	2,560 -	6,000 -	6,000 -
05-430-760-0000-5422	Fed Share - CADI/CAC F47	80,556 -	81,045 -	32,661 -	84,000 -	84,000 -
05-430-760-0000-5423	Fed Share - EW F47	9,629 -	19,864 -	9,474 -	12,000 -	18,000 -
05-430-760-0000-5425	Fed Share - TBI F47	4,808 -	8,689 -	5,343 -	6,000 -	8,000 -
05-430-760-0000-5432	Federal Share - RSC	1,566 -	645 -	0	1,500 -	1,500 -
05-430-760-0000-5500	Insurance Company Revenue	166,830 -	196,604 -	137,788 -	180,000 -	205,000 -
05-430-760-0000-5810	Co Share - Waivered Services	93 -	1,359 -	808 -	500 -	1,000 -
05-430-760-0000-5832	Misc Adult Service Recoveries	981 -	750 -	750 -	0	500 -
05-430-760-3160-6050	Transportation - Txx	569	195	720	0	500
05-430-760-3160-6075	Waiver & Ac Transportation	588	380	180	500	500
05-430-760-3180-6020	Health Related Services	20	0	0	0	0
05-430-760-3220-6050	Companion Services	0	0	63,404	0	0
05-430-760-3230-6075	Chore Services - Waiver	85	0	0	0	0
05-430-760-3250-6050	Homemaking Services/TXX	10	0	0	0	0
05-430-760-3410-6075	Environment Access,Adapt,Special	10,718	200	41,634	1,500	1,500
05-430-760-3440-6050	Housing Services	142	1,356	0	500	500
05-430-760-3950-6020	Guardianship/Conservatorship	5,394	4,980	4,090	5,400	6,700
DEPT 430 Social Services	Revenue	3,475,826 -	3,848,453 -	2,514,116 -	3,746,774 -	4,022,527 -
	Expend.	3,698,406	4,101,121	2,919,732	3,952,285	4,333,005

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# Aitkin County



## USER- SELECTED BUDGET REPORT

05 FUND Health & Human Services  
430 DEPT Social Services

Report Basis: Cash

		<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	<u>ADOPTED</u> <u>2017</u>	<u>PROPOSED</u> <u>2018</u>
			Net	222,580	252,668	405,616	205,511	310,478
FUND	05		Revenue	6,036,847 -	6,346,230 -	4,227,352 -	6,403,034 -	6,777,108 -
		Health & Human Services	Expend.	6,454,648	6,756,349	4,713,377	6,803,034	7,177,108
			Net	417,801	410,119	486,025	400,000	400,000



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21 FUND Parks  
520 DEPT Parks

# Aitkin County

## USER-SELECTED BUDGET REPORT



Report Basis: Cash

<u>Account Number</u>	<u>Account Description</u>	2015 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2016 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	2017 <u>ACTUAL</u> <u>Mo. 01 - 12</u>	ADOPTED <u>2017</u>	PROPOSED <u>2018</u>
21-520-000-0000-5001	Taxes	13,801 -	14,582 -	8,216 -	15,000 -	15,000 -
21-520-000-0000-5201	MV Credit MS Statute 273.1384	212 -	203 -	0	0	0
21-520-000-0000-5203	Disaster Abatement Credit	0	1 -	0	0	0
21-520-000-0000-5208	Tax Abatement	0	101 -	0	0	0
21-520-000-0000-5209	Disparity Reduction Aid	12 -	12 -	0	0	0
21-520-000-0000-5210	County Program Aid	787 -	0	0	0	0
21-520-000-0000-5216	Taconite Credit- Current	361 -	362 -	0	0	0
21-520-000-0000-5251	In Lieu Apportionments & Receipts	119 -	156 -	20 -	0	0
21-520-000-0000-5252	Forf Tax Sales Apportionment	178,321 -	197,278 -	131,175 -	144,317 -	113,633 -
21-520-000-0000-5256	Intgov Rev Dnr- Public Access Main	3,475 -	5,700 -	0	3,800 -	3,800 -
21-520-000-0000-5330	State Grants- Other	0	0	18,810 -	0	0
21-520-000-0000-5396	Trail Grants- State	488,100 -	477,074 -	252,839 -	350,000 -	325,000 -
21-520-000-0000-5398	Trail Grants- Federal	0	0	19,889 -	0	0
21-520-000-0000-5510	Co. Parks Campground Fees	27,551 -	24,666 -	20,359 -	18,000 -	25,000 -
21-520-000-0000-5840	Misc Receipts	4,402 -	10,000 -	55 -	0	0
21-520-000-0000-5866	Co Auction Proceeds	0	3,059 -	0	0	0
21-520-000-0000-6101	Salaries- Full Time	59,084	43,962	28,560	67,599	40,013
21-520-000-0000-6102	Salaries- Part Time	13,944	7,116	5,217	25,625	34,686
21-520-000-0000-6109	Overtime- Salaries	668	517	93	0	0
21-520-000-0000-6124	Medicare Employer	1,013	729	480	984	1,000
21-520-000-0000-6148	Employer Deduct Contribution- HS/	1,630	3,075	1,601	0	2,260
21-520-000-0000-6149	Employer Deduct Contribution- Vel	1,540	0	0	4,305	0
21-520-000-0000-6150	Health Insurance- Employer	13,816	5,949	4,522	12,105	4,543
21-520-000-0000-6152	Life Insurance- Employer	75	50	17	64	66
21-520-000-0000-6159	Pera Co	4,472	3,330	2,149	5,074	5,200
21-520-000-0000-6165	Fica- Employer	4,332	3,119	2,053	4,192	4,200
21-520-000-0000-6205	Postage	224	196	44	0	0
21-520-000-0000-6208	Training/Education	279	409	0	0	0
21-520-000-0000-6230	Printing, Publishing & Adv	224	532	0	0	0
21-520-000-0000-6231	Services, Labor, Contracts	97,127	79,874	16,155	25,000	25,000
21-520-000-0000-6240	Dues/Assoc Fees	0	0	396	0	0
21-520-000-0000-6243	License Fee	1,150	1,000	1,027	0	0
21-520-000-0000-6250	Telephone	570	547	396	0	0
21-520-000-0000-6254	Utilities	8,454	9,357	5,968	10,000	10,000
21-520-000-0000-6267	Unemployment Compensation	311	0	0	0	0
21-520-000-0000-6330	Transportation & Travel	846	1,407	0	0	0

KRP1  
 9/6/17 1:57PM  
 21 FUND Parks  
 520 DEPT Parks

# Aitkin County

## USER- SELECTED BUDGET REPORT



Report Basis: Cash

		<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>ADOPTED</u>	<u>PROPOSED</u>
<u>Account Number</u>		<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>2017</u>	<u>2018</u>
		<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>	<u>Mo. 01 - 12</u>		
21- 520- 000- 0000- 6350	Per Diem	980	1,492	0	0	0
21- 520- 000- 0000- 6352	Insurance	2,796	2,631	2,472	2,419	2,328
21- 520- 000- 0000- 6353	Workers Compensation Insurance	1,207	406	2,572	2,572	1,543
21- 520- 000- 0000- 6361	Road Construction Service	0	0	0	10,000	10,000
21- 520- 000- 0000- 6374	Auto & Trailer License	0	144	17	0	0
21- 520- 000- 0000- 6405	Office Supplies	925	900	2,097	0	0
21- 520- 000- 0000- 6406	Field Supplies	11,251	22,392	7,178	15,000	15,000
21- 520- 000- 0000- 6450	Small Tools	13	0	0	0	0
21- 520- 000- 0000- 6511	Gas And Oil	0	14,034	12,332	15,000	15,000
21- 520- 000- 0000- 6590	Repair & Maintenance Supplies	25,726	85,725	6,339	0	0
21- 520- 000- 0000- 6610	Equipment	18,562	0	9,598	10,000	0
21- 520- 000- 0000- 6802	Trail Grants- State	402,089	418,251	160,245	300,000	300,000
21- 520- 000- 0000- 6808	State Grant- Other	0	0	16,795	0	0
21- 520- 000- 0000- 6820	Refunds & Reimbursements	100	0	1,122	0	0
<b>DEPT 520 Parks</b>	<b>Revenue</b>	<b>717,141 -</b>	<b>733,194 -</b>	<b>451,363 -</b>	<b>531,117 -</b>	<b>482,433 -</b>
	<b>Expend.</b>	<b>673,408</b>	<b>707,144</b>	<b>289,445</b>	<b>509,939</b>	<b>470,839</b>
	<b>Net</b>	<b>43,733 -</b>	<b>26,050 -</b>	<b>161,918 -</b>	<b>21,178 -</b>	<b>11,594 -</b>
<b>FUND 21 Parks</b>	<b>Revenue</b>	<b>717,141 -</b>	<b>733,194 -</b>	<b>451,363 -</b>	<b>531,117 -</b>	<b>482,433 -</b>
	<b>Expend.</b>	<b>673,408</b>	<b>707,144</b>	<b>289,445</b>	<b>509,939</b>	<b>470,839</b>
	<b>Net</b>	<b>43,733 -</b>	<b>26,050 -</b>	<b>161,918 -</b>	<b>21,178 -</b>	<b>11,594 -</b>
<b>Final Totals</b>	<b>Revenue</b>	<b>33,376,778 -</b>	<b>32,418,409 -</b>	<b>18,591,665 -</b>	<b>29,203,668 -</b>	<b>33,981,534 -</b>
	<b>Expend.</b>	<b>33,384,288</b>	<b>36,046,451</b>	<b>21,060,870</b>	<b>30,483,800</b>	<b>34,854,940</b>
	<b>Net</b>	<b>7,510</b>	<b>3,628,042</b>	<b>2,469,205</b>	<b>1,280,132</b>	<b>873,406</b>



# Board of County Commissioners Agenda Request

6 D  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** U of MN Extension Contract Addendum

<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* <i>*provide copy of hearing notice that was published</i>

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

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 Min.
---	--

**Summary of Issue:**

Approve/Deny proposed addendum to the current University of Minnesota Extension contract (see attached)

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

**Recommended Action/Motion:**

Approve/Deny proposed addendum to the current University of Minnesota Extension contract

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$ 18,048

Is this budgeted?  Yes  No *Please Explain:*

Increased request is currently included in the preliminary budget as presented earlier.



### BUDGET PROPOSAL

## Growing 4-H in Aitkin County

To bring excellent learning experiences to local youth, the Aitkin County Extension Office staffs a 4-H Program Coordinator who provides leadership and support to the county's 4-H programs and clubs. For over 10 years, the 4-H Program Coordinator position has been approved by the Aitkin County Board at 0.75 FTE (30 hours per week). While the current staffing level is adequate for maintaining basic program functions, the Aitkin County Extension Committee recommends increasing it to full-time status (1.0 FTE) for 2018 and beyond to help build upon the success of the existing program and expand its growth. Additionally, with job opening rates reaching record levels<sup>1</sup>, the committee believes that a full-time position will be more attractive to potential candidates and also result in better retention upon hire.

### IMPACTS ON PROGRAM SCOPE

4-H Program Coordinators lead the full range of 4-H programs offered in a county. Staffing levels impact the attention a Program Coordinator can give to leading and managing the program and building relationships with volunteers, members and community partners to ensure a robust positive youth development program. Nearby Itasca and Kanabec counties recently chose to increase 4-H Program Coordinator staff time, and making a similar investment in Aitkin County would serve to provide the additional resources needed to expand the program in the following ways:

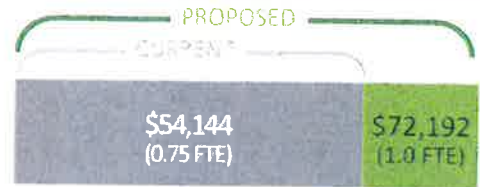
### EXPANDED SCOPE OF WORK for Full-Time (1.0) 4-H Program Coordinator

**PROGRAM MAINTENANCE TASKS**  
(covered by 0.75 FTE)

plus

- ✓ **Develop additional after-school programs** to engage youth in growing areas such as STEM (Science, Technology, Engineering, & Math) and Science of Agriculture.
- ✓ **Expand volunteer recruitment and training** to be able to connect youth with mentors who can provide rich learning experiences.
- ✓ **Grow number of youth leaders** so that area youth can benefit from "learning through leading".
- ✓ **Create new project-based learning opportunities** to support youth in exploring different areas of interest.
- ✓ **Increase focus on program quality** by spending more time observing and coaching club leaders.

### BUDGET AMOUNTS for 2018 MOA



In addition to covering staff member salary, the Memorandum of Agreement (MOA) amounts listed above include the following University-covered expenses and benefits:

- Comprehensive benefits package (health/dental/retirement)
- Reimbursement for qualifying mileage, meals & lodging
- Professional development and training
- Program guidance and staff supervision
- University Payroll and Accounting Services
- Connection to current University of Minnesota research and resources

## PUBLIC BENEFITS OF INVESTING IN 4-H

The 4-H youth development program helps foster vibrant, sustainable communities through building a force of engaged young people who are able to learn and lead in a global society. Currently, only 7 percent of youth in Aitkin County participate in 4-H<sup>2</sup>. Funding the Program Coordinator position at full-time status would allow for additional staff time to dedicate to program outreach and recruitment, in turn providing increased opportunity for Aitkin County youth to experience the benefits and positive impacts of 4-H.

Aitkin  
County  
4-H  
enrollment

**177**  
members

Findings from recent program-impact studies<sup>3</sup> reveal a wide range of positive outcomes seen among 4-H youth compared to their non-4-H peers, including those shown across the following areas:

*My son received job experience and interpersonal communication skills that were invaluable. The connections he made in the community will be very helpful.*

-4-H Parent, 4-H First Year Member Study

- **ACADEMIC ACHIEVEMENT.** MN 4-H youth consistently attend school more regularly, show higher achievement on standardized tests, and graduate high school at higher rates than their non-4-H peers. Graduation rates for higher education are also higher among 4-H Alumni.
- **CIVIC ENGAGEMENT.** 4-H youth are four times more likely to contribute to their communities and twice as likely to be civically active. 4-H Alumni reported that leadership skills they gained while in 4-H prepared them for what they are doing after high school.
- **HEALTHY LIVING.** 4-H'ers are nearly two times more likely to make healthier choices.

## AMPLIFYING IMPACT AND LEVERAGING RESOURCES

Beyond the expansion of program offerings, increased staff time for the Aitkin County Program Coordinator position will also allow for new opportunities to generate financial support through grant-writing and seeking out other external funding sources.

Additionally, a full-time Program Coordinator will be able to expand volunteer recruitment and training to fully leverage the value of donated volunteer time and resources. According to the Independent Sector, the average value of volunteer time in 2016 was \$24.14/hour. 4-H volunteers spend an estimated 7.9 hours per month in service, or 95 hours annually. With 45 Aitkin County 4-H volunteers, this amounts to a contribution of \$2,293 per volunteer and **\$103,185 in total volunteer contribution in 2016** to the youth of Aitkin County and the community.

*The program is growing tremendously. There are so many positive things going on right now. We want to promote it and keep it going!* - 4-H Parent

These are just a few examples of ways a full-time 4-H Program Coordinator would be able to leverage funding resources to maximize program impact.

## REFERENCES

<sup>1</sup> "U.S. job openings at record high levels," Pew Research Center. Retrieved from <http://pewrsr.ch/2r18LQZ>.

<sup>2</sup> Based on 2016 enrollment numbers and population estimates from the U.S. Census Bureau ([www.census.gov](http://www.census.gov)).

<sup>3</sup> Piescher, Hong, Blyth & Nippolt (2014). Academic achievement of youth in 4-H program. Learner & Learner (2009) 4-H Study of Positive Youth Development, Tufts University; and 4-HOnline, University of Minnesota.

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The Memorandum of Agreement between the University of Minnesota Extension and counties across the state covers the following key components of local positions:

- Staff Salary and Benefits Package
- Mileage, Meals and Lodging when in travel status
- Professional Development and Training
- Program Area and Staff Supervision
- University Payroll and Accounting Services
- Connection to latest and ongoing University of Minnesota Research

Pricing for the Memorandum of Agreement is set by the AMC Extension Committee. Pricing for 2018 is:

Extension Educator	\$92,771
4-H or Horticulture Program Coordinator	\$72,192

For any of the positions listed above, key components of the MOA can be allocated according to the ranges:

Breakdown of MOA structure in approximate percentages	
Salary	70%
Fringe	22%
Non-Salary (Mileage & travel costs, professional development, etc.)	8%

The wage range for 4-H Program Coordinator Classification is as follows:

Wage Range for 4-H Program Coordinator position	Hourly	Yearly Salary
Minimum Salary	\$20.01/hr	\$41,614/year
Maximum Salary	\$33.98/hr	\$70,677/year

**Attachment I**  
**Addendum to Memorandum of Agreement Between the University of Minnesota**  
**and Aitkin County for providing Extension programs locally and Employing**  
**County Extension Staff**

This addendum replaces Table A in the Memorandum of Agreement. This Addendum will remain in place for the term of the Memorandum of Agreement and will be effective as of January 1, 2018.

Aitkin County agrees to provide the funds identified below to support the following Extension programs and positions:

<u>Program</u>	<u>Position</u>	<u>FTE</u>	<u>Amount</u>
4-H Youth Development	County 4-H Program Coordinator	1.0 FTE	\$72,192

Total \$72,192

The parties by their respective authorized agents or officers have executed this addendum.

COUNTY of Aitkin

Regents of the University of  
Minnesota

BY \_\_\_\_\_  
Chair, County Extension Committee

By \_\_\_\_\_

DATE \_\_\_\_\_

DATE \_\_\_\_\_

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

DATE \_\_\_\_\_

**Agreement  
Between the University of Minnesota  
And  
Aitkin County  
For providing Extension programs locally and Employing  
Extension Staff**

**This Agreement** ("Agreement") between the County of Aitkin Minnesota ("County") and the Regents of the University of Minnesota on behalf of its Extension unit, 240 Coffey Hall, St. Paul, Minnesota, 55108 ("University") is effective January 1, 2016, and supersedes and replaces any and all current or existing agreements relating to Extension and its programs that may exist between the County and University.

The term of this Agreement shall be three (3) years, beginning on January 1, 2016 and ending on December 31, 2018, unless earlier terminated as provided in paragraphs 8 and 9.

**WITNESSETH:**

**WHEREAS**, Minn. Stat. §38.34 authorizes a Board of County Commissioners to incur expenses and spend money for County Extension work; and

**WHEREAS**, the money set aside and appropriated by the County Board in the County Extension Fund may be paid out by orders of the University's Director of Extension, or the Director's designee, as identified in Minn. Stat. §38.36, Subd. 3; and

**WHEREAS**, Minn. Stat. §38.37 provides that Extension educators must be employed according to University personnel procedures and must be University employees; and

**WHEREAS**, it is the intention of the County and University that the University shall provide Extension services on behalf of the County in exchange for considerations as detailed herein.

**NOW THEREFORE**, in consideration of the mutual undertaking and agreements contained within this Agreement, the County and University hereby agree as follows:

1. In accordance with Minn. Stat. §38.37 County desires to augment University's state-wide Extension programs. The programs that the County will augment are detailed in Table A below.



Table A

Program	FTE	2016 Price	FTE	2017 Price	FTE	2018 Price
4-H Program Coordinator	0.75	\$51,661	0.75	\$52,823	0.75	\$54,144
<b>Total</b>	<b>0.75</b>	<b>\$51,661</b>	<b>0.75</b>	<b>\$52,823</b>	<b>0.75</b>	<b>\$54,144</b>

\* For multiple Educators, list program area of responsibility:

2. County recognizes that University costs for supporting these positions may increase from year to year. The costs payable for these positions are reviewed by the Association of Minnesota Counties' ("AMC") Extension Committee and University's Extension central administration, at which time the parties will agree on an appropriate inflation factor for the coming year(s). Unless County and University otherwise agree, the inflation factor will be as agreed to by AMC and University.

3. Based on the County's funding commitment, University will be responsible for providing salary & fringe benefits for the positions, enhanced programming from regional extension educator staff, program supervision, travel (mileage, meals, and lodging), in-service training within program area, payroll, and accounting services.

The County agrees to provide local support in the form of office space, telephone, computer, network connections for email and other communications, software, support staff and other general office supplies. The University will recommend technology needs and other office standards. Nevertheless, the level of availability and type of such support will be determined by the County.

4. University will bill the County on a quarterly basis and the County will submit payment within 35 days of receipt of the bill. The total annual amount to be paid by the County shall be paid in four equal quarterly payments.

5. As vacancies occur, and if the County and University agree to continue to support the desired program and position, University will hire new personnel with involvement and concurrence of the County Extension Committee. The County will not be billed for a position during the time that position is vacant.

6. The University will complete an annual performance evaluation of each University Extension employee working in the County and supporting the programs identified in paragraph 1. The County Extension Committee will have the option to provide input to University on such evaluation. The University in accordance with University personnel guidelines will determine salary adjustment of each University Extension employee.

7. Annually, the County Extension Committee, in coordination with University, will be responsible for approving the County Extension educational programming and services, as provided for in Minn. Stat. §38.34. The parties acknowledge that County extension educational programming includes University's Nutrition Education Program educational programming.

8. Nothing in this Agreement precludes the County or University at any time during the term of this Agreement from requesting a modification of the County Extension program, including an adjustment of the number of University Extension personnel working in the County. The County or University will provide a minimum of 90 days' notice if either party desires a change in programs that results in a decrease in the staffing or funding level, and both parties agree to enter into good faith discussions to address such request.

9. If University or the County in good faith determines that funding is no longer available to support the programs or positions providing services locally, either party may terminate this Agreement. Termination of the Agreement in its entirety requires a minimum of 90 days prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement.

If to County:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If to University:

University of Minnesota  
Minnesota Extension  
Attn: Director of Field Operations  
240 Coffey Hall  
1420 Eckles Avenue  
St. Paul, MN 55108  
Facsimile No.: 612-625-6227  
E-mail: byrne007@umn.edu

10. Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County's liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws. The University's liability is governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

11. Pursuant to Minn. Stat. §16C.05, Subd. 5, the University agrees that County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of relating to this Agreement. University agrees to maintain these records in accordance with applicable law.

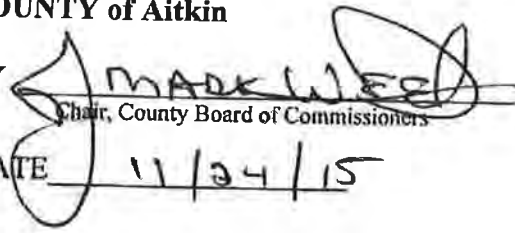
12. All data collected, created, received, maintained, or disseminated for any purposes by the activities of University because of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chap. 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

13. The University is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation or other classifications protected by state or federal law. In adhering to this policy, the University abides by the Minnesota Human Rights Act, Minnesota Statute Ch. 363A; by the Federal Civil Rights Act, 42 U.S.C. 2000e; by the requirements of Title IX of the Education Amendments of 1972; by Sections 503 and 504 of the Rehabilitation Act of 1973; by the Americans With Disabilities Act of 1990; by Executive Order 11246, as amended; by 38 U.S.C. 2012, the Vietnam Era Veterans Readjustment Assistance Act of 1972, as amended; and by other applicable statutes and regulations relating to equality of opportunity.

IN WITNESS WHEREOF, the parties by their respective authorized agents or officers have executed this Agreement.

COUNTY of Aitkin

BY

  
Chair, County Board of Commissioners

DATE

11/24/15

Regents of the University of Minnesota

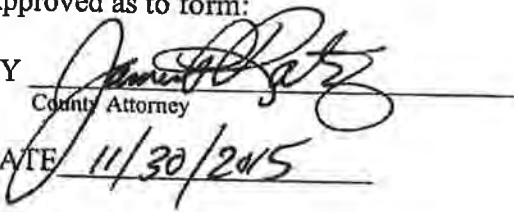
BY

  
DATE

12/2/15

Approved as to form:

BY

  
County Attorney

DATE

11/30/2015

BY \_\_\_\_\_

DATE \_\_\_\_\_



# Board of County Commissioners Agenda Request

6E  
Agenda Item #

**Requested Meeting Date:** September 12, 2017

**Title of Item:** Approve 2018 Appropriations

<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* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Jessica Seibert, County Administrator	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 min.
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**Summary of Issue:**

Attached is a summary of 2018 appropriations requests.

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

**Recommended Action/Motion:**  
Approve 2018 appropriations

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No

Please Explain:

## Aitkin County Budget Appropriations and Dues

	2016	2017	2018 Requests	Percent Increase	Comments	Other Agreement/ Statute
<b>Dues</b>						
North Counties Land Use Coordinating Board (10-921)	\$2,000	\$2,000	\$2,000	0.0%	Assuming No Change	
MN Rural Counties Caucus (MRCC) (01-44-6844)	\$2,100	\$2,100	\$2,100	0.0%	Assuming No Change	
Association of MN Counties (AMC) (01-44-6845)	\$9,574	\$9,718	\$9,893	1.8%		
Arrowhead Counties (01-44-6846)	\$2,750	\$2,750	\$2,750	0.0%	Assuming No Change	
Joint Counties Natural Resource Board	\$1,000	\$1,000	\$1,000	0.0%	Assuming No Change	
<b>Joint Powers</b>						
East Central Regional Library (Dept 500-500-6801)	\$219,932	\$225,882	\$224,577	-0.6%		
Central MN Corrections (Fund 22) (Dept 253-6823)	\$142,243				Community Corrections	
Sobriety Court (01-257-022-6406)	\$20,000				Community Corrections	
Airport-McGregor (Dept 700-903-6801)	\$13,900	\$13,900	\$13,900	0.0%		
Snake River Watershed (Dept 600-552-6836)	\$10,079	\$10,079	\$10,079	0.0%		
Airport-Aitkin (Dept 700-903-6800)	\$14,107	\$14,107	\$14,107	0.0%		
Mississippi Headwaters Board (Dept 600-552-6847)	\$1,500	\$1,500	\$1,500	0.0%		
<b>Appropriations</b>						
Soil and Water (Dept 600-552-6801)	\$98,034	\$98,034	\$98,034	0.0%		MS 103C
C.A.R.E. (Dept 500-502-6848)	\$37,900	\$37,900	\$37,900	0.0%		
Historical Society (Dept 500-501-6801)	\$16,500	\$16,500	\$16,500	0.0%		MS 138.052
Historical Society Insurance (Dept 500)	\$3,000	\$3,000	\$3,000	0.0%		MS 138.052
Ag Society (Dept 600-550-6801)	\$10,000	\$10,000	\$10,000	0.0%		MS 38.14
Ag Society Capital Improvement (Dept 600-550-6843)	\$10,000	\$10,000	\$10,000	0.0%		
Ag Society Insurance (Dept 600)	\$5,000	\$5,000	\$4,000	-20.0%		
<b>Total Dues &amp; Appropriations</b>	<b>\$615,519</b>	<b>\$459,370</b>	<b>\$461,340</b>	<b>0.4%</b>		
<b>New Requests</b>						
CARE - Additional request for 2018			\$8,000			
Support Within Reach			\$1,500			
Arrowhead Transit (AEOA Rural Rides Program)			\$20,000			

With Additional Requests

\$490,840    6.9%

### Add'l Information

In 2017 CARE was granted a one time additional appropriation of \$8,000 for a total appropriation of \$45,900

In 2015 Arrowhead Transit received a one time appropriation of \$2,000

In 2013 Tourism Grant was reduced from \$20,000 to \$12,800



# Aitkin County Board of Commissioners Agenda Request Form

7

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Agenda Item #

**Requested Meeting Date:** September 12, 2017  
**Title of Item:** Committee Reports

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