



Board of County Commissioners Agenda Request

Add-on

3B
Agenda Item #

Requested Meeting Date: August 14, 2018

Title of Item: Electronic Funds Policy Procedure

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <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*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): Lori Grams-County Treasurer		Estimated Time Needed:
Summary of Issue: Approve resolution authorizing EFT activities to the County Treasurer. To be approved annually. Listing of Electronic Funds Transfers from January 1, 2018 -August 3, 2018- For information only		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: To approve the resolution for authority to initiate EFT's.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

ADOPTED August 14, 2018

By Commissioner: xx

20180814-0xx

Aitkin County Electronic Funds Policy/Procedure

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

WHEREAS, a local government may make an electronic funds transfer for the following:

- A. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- B. For a payment of tax or aid anticipation certificates;
- C. For a payment of contributions to pension and retirement funds;
- D. For vendor payments; and
- E. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, The County Board shall annually delegate the authority to make electronic funds transfers to the County Treasurer and the County Treasurer may designate Treasurer, Auditor and Health and Human services staff to initiate electronic funds transfers.

THEREFORE, BE IT RESOLVED, that the Aitkin County Board delegates the authority to make electronic funds transfers to the Aitkin County Treasurer and for the County Treasurer to designate county staff to make electronic funds transfers.

BE IT FURTHER RESOLVED, that the County Treasurer will:

- A. Provide copy of this resolution to the disbursing bank;
- B. Identify the initiator of the transaction and document the transaction with proper approval including confirmation of transaction;
- C. Provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

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 14 day of August 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of August, 2018

Jessica Seibert
County Administrator

ELECTRONIC FUNDS TRANSFERS

January 1, 2018 - August 3, 2018

Date	Amount	Reason
1/5/2018	\$2,194.89	Auditor warrants
1/10/2018	\$14,462.09	Commissioner Warrants
1/12/2018	\$93,396.58	Commissioner Warrants
1/12/2018	\$2,052.17	Auditor warrants
1/12/2018	\$51,852.07	Manual Warrant
1/17/2018	\$65,308.00	Manual Warrant
1/19/2018	\$1,580.38	Auditor warrants
1/19/2018	\$336,446.27	Auditor warrants
1/23/2018	\$665.43	Commissioner Warrants
1/23/2018	\$3,341.56	Commissioner Warrants
1/26/2018	\$1,977.24	Auditor warrants
1/26/2018	\$18,939.00	Commissioner Warrants
2/1/2018	\$2,814.58	Auditor warrants
2/9/2018	\$13,458.77	Commissioner warrants
2/9/2018	\$20,917.45	Commissioner warrants
2/8/2018	\$30,287.18	Manual Warrants
2/9/2018	\$3,421.15	Auditor warrants
2/16/2018	\$2,547.80	Auditor warrants
2/23/2018	\$24,301.23	Commissioner warrants
2/23/2018	\$2,407.14	Auditor warrants
2/27/2018	\$5,313.85	Commissioner warrants
2/27/2018	\$9,920.22	Commissioner warrants
3/2/2018	\$4,807.62	Auditor warrants
3/9/2018	\$52,276.35	Commissioner Warrants
3/9/2018	\$15,066.61	Commissioner Warrants
3/9/2018	\$1,547.06	Auditor warrants
3/13/2018	\$312,887.87	Auditor warrants
3/15/2018	\$32,072.84	Manual Warrant
3/16/2018	\$4,032.14	Auditor warrants
3/23/2018	\$1,068.02	Auditor warrants
3/23/2018	\$31,263.25	Commissioner Warrants
3/27/2018	\$3,435.44	Commissioner Warrants
3/27/2018	\$3,490.33	Commissioner Warrants
3/30/2018	\$1,977.91	Auditor warrants
4/6/2018	\$14,862.03	Commissioner Warrants
4/6/2018	\$3,365.14	Auditor warrants
4/10/2018	\$19,723.63	Commissioner Warrants
4/13/2018	\$2,771.19	Auditor warrants
4/13/2018	\$64,398.88	Manual Warrants
4/20/2018	\$1,971.51	Auditor warrants
4/20/2018	\$67,047.03	Commissioner Warrants
4/24/2018	\$1,215.95	Commissioner Warrants
4/24/2018	\$5,735.44	Commissioner Warrants
4/27/2018	\$3,097.09	Auditor warrants

ELECTRONIC FUNDS TRANSFERS

January 1, 2018 - August 3, 2018

5/4/2018	\$4,415.13	Auditor warrants
5/4/2018	\$15,883.43	Commissioner Warrants
5/10/2018	\$19,480.95	Commissioner Warrants
5/11/2018	\$2,961.34	Auditor warrants
5/16/2018	\$34,883.79	Manual Warrant
5/18/2018	\$62,829.32	Commissioner Warrants
5/18/2018	\$832.49	Auditor warrants
5/22/2018	\$4,106.28	Commissioner Warrants
5/23/2018	\$1,920,923.32	Auditor warrants
5/23/2018	\$1,338,545.88	Manual Warrant
5/25/2018	\$4,513.50	Auditor warrants
6/1/2018	\$16,124.13	Commissioner Warrants
6/1/2018	\$3,026.48	Auditor warrants
6/8/2018	\$3,666.64	Auditor warrants
6/8/2018	\$17,320.32	Commissioner Warrants
6/13/2018	\$79,676.73	Manual Abstract
6/15/2018	\$1,060.06	Auditor warrants
6/15/2018	\$27,964.75	Commissioner Warrants
6/22/2018	\$2,128,930.99	Auditor warrants
6/22/2018	\$3,083.61	Auditor warrants
6/26/2018	\$4,298.44	Commissioner Warrants
6/27/2018	\$156,274.56	Manual Warrant
6/25/2018	\$8,067.20	Commissioner Warrants
7/6/2018	\$4,781.88	Auditor warrants
7/10/2018	\$9,795.61	Commissioner Warrants
7/12/2018	\$48,166.13	Commissioner Warrants
7/13/2018	\$3,168.75	Auditor warrants
7/18/2018	\$9,230.98	Manual Warrants
7/19/2018	\$7,573.99	Auditor warrants
7/20/2018	\$3,061.13	Auditor warrants
7/24/2018	\$2,183.50	Commissioner Warrants
7/27/2018	\$1,370.69	Auditor warrants
7/27/2018	\$12,927.98	Commissioner Warrants
8/3/2018	\$6,483.66	Auditor warrants

ELECTRONIC FUNDS TRANSFERS

January 1, 2018 - August 3, 2018

1/5/2018	\$512,421.40	Payroll
1/12/2018	\$44,842.73	Payroll
1/19/2018	\$545,206.03	Payroll
2/2/2018	\$554,743.34	Payroll
2/16/2018	\$542,773.76	Payroll
3/2/2018	\$524,605.35	Payroll
3/16/2018	\$547,462.23	Payroll
3/29/2018	\$550,324.23	Payroll
4/13/2018	\$538,845.69	Payroll
4/27/2018	\$517,689.54	Payroll
5/11/2018	\$542,733.68	Payroll
5/25/2018	\$531,554.25	Payroll
6/8/2018	\$539,182.94	Payroll
6/22/2018	\$546,335.13	Payroll
7/6/2018	\$552,386.07	Payroll
7/20/2018	\$559,514.69	Payroll
8/3/2018	\$551,967.43	Payroll
4/20/2018	\$225,000.00	Investment
4/20/2018	\$225,000.00	Investment

**MONTHLY STATEMENT OF BUSINESS TRANSACTED IN
OFFICE OF COUNTY RECORDER, AITKIN COUNTY
July 2018**

NATURE OF BUSINESS TRANSACTED	FEES RECEIVED
COUNTY RECORDER FEES	\$20.00
MISC RECEIPTS	
COPIES & C/COPIES	\$4,353.50
NOTARY	\$60.00
TORRENS	\$39.00
TORRENS ASSURANCE *** 9.2031	\$4.50
COUNTY GENERAL FUND	\$7,641.50
STATE TREASURY GENERAL FUND *** 9.2036	\$5,565.00
LAND RECORDS COMPLIANCE FUND (UNALLOC) 1-100-195-5529	\$5,830.00
RECORDER TECHNOLOGY FUND 1-100-196-5529	\$5,300.00
COUNTY WELL CERTIFICATE	\$232.50
STATE WELL CERTIFICATE *** 9.2027	\$1,317.50
COUNTY DEATH CERTIFICATE	\$250.00
STATE DEATH SURCHARGE *** 9.2022	\$360.00
COUNTY BIRTH CERTIFICATES	\$346.00
STATE BIRTH SURCHARGE *** 9.2022	\$160.00
CHILDREN'S SURCHARGE *** 9.2024	\$120.00
LEGISLATIVE SURCHARGE (144.226 SUBD 3 (b)) *** 9.2036	\$400.00
TOTAL DEPOSIT OF CASH OR CHECKS TO THE AITKIN COUNTY TREASURER	\$31,999.50

RECORDING DONE FOR WHICH NO PAYMENT WAS RECEIVED

VETERANS HONORABLE DISCHARGES	\$1,978.00
AITKIN COUNTY	
AITKIN CO ROAD & BRIDGE	
OTHERS	
TOTAL	\$1,978.00

Michael T. Moriarty
 Michael T. Moriarty, Aitkin County Recorder

By *Dan C Hope*
 Deputy July 31, 2018

Documents Recorded for Month: 569
 Documents Recorded for Year: 3317

Previous Year Statistics
Documents Recorded for Month: 484
Documents Recorded for Year: 3262
Last Year's Monthly Deposit: \$27,376.30

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 134
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

July 25, 2018

Bruce Groulx
34483 Highway 169
Aitkin, MN 56431

Dear Bruce:

At the July 24, 2018 Aitkin County Board meeting, the Aitkin County Board of Commissioners appointed you to the East Central Regional Library Board. We thank you for your application and congratulate you on your appointment!

If you have any questions, please contact Carla Lydon at (763) 392-0649.

Sincerely,



Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

cc: Aitkin County Board of Commissioners
Carla Lydon, ECRL

