

KMR1  
6/5/20 9:53AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Elan

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
6/5/20 9:53AM  
1 General Fund

| Vendor No.           | Name Account/Formula        | Accr | Rpt | Amount           | Warrant Description Service Dates | Invoice # Paid On Bhf # | Account/Formula Descripti On Behalf of Name | 1099 |
|----------------------|-----------------------------|------|-----|------------------|-----------------------------------|-------------------------|---|------|
| 35                   | 5462 Bremer Bank (Elan ACH) |      |     | 22.90            | Mouse                             |                         | Office & Computer Supplies                  | N    |
| 7                    | 01-042-000-0000-6405        |      |     |                  |                                   |                         |   |      |
|                      | 01-044-920-0000-6800        |      |     | 111.92           | Covid-19 Hand Sanitizer           |                         | COVID Related Expenditures                  | N    |
|                      |                             |      |     |                  | 05/09/2020                        |                         |   |      |
| 8                    | 01-044-920-0000-6800        |      |     | 424.80           | Covid-19 Purell Disinfectant S    |                         | COVID Related Expenditures                  | N    |
|                      |                             |      |     |                  | 05/14/2020                        |                         |   |      |
| 9                    | 01-044-920-0000-6800        |      |     | 119.96           | Covid-19 Surgical Masks           |                         | COVID Related Expenditures                  | N    |
|                      |                             |      |     |                  | 05/15/2020                        |                         |   |      |
| 11                   | 01-044-920-0000-6800        |      |     | 134.76           | Covid-19 Forehead IR Thermomet    |                         | COVID Related Expenditures                  | N    |
|                      |                             |      |     |                  | 05/14/2020                        |                         |   |      |
| 27                   | 01-049-000-0000-6402        |      |     | 51.75            | New Genuine Dell Power Adapter    |                         | Computer Supplies & Software                | N    |
| 22                   | 01-053-000-0000-6405        |      |     | 31.77            | Samsung Galaxy Sylum Pen          |                         | Office & Computer Supplies                  | N    |
| 43                   | 01-060-000-0000-6405        |      |     | 215.79           | Pack N Roll Folding Cart          |                         | Office & Computer Supplies                  | N    |
| 25                   | 01-120-000-0000-6231        |      |     | 99.00            | 6 month fee - Ancestry            |                         | Services, Labor, Contracts                  | N    |
|                      |                             |      |     |                  | 05/12/2020 11/12/2020             |                         |   |      |
| 23                   | 01-120-000-0000-6405        |      |     | 79.99            | Ergonomic Wireless Keyboard.Mo    |                         | Office & Computer Supplies                  | N    |
| 24                   | 01-120-000-0000-6405        |      |     | 38.53            | Wireless left-handed trackball    |                         | Office & Computer Supplies                  | N    |
| 32                   | 01-200-000-0000-6410        |      |     | 15.58            | Trucker Cap (2)                   |                         | Clothing Allowance                          | N    |
| 33                   | 01-200-201-0000-6610        |      |     | 243.00           | SafeVision- Safety Lenses #207    |                         | Equipment                                   | N    |
| 31                   | 01-202-000-0000-6405        |      |     | 41.90            | B&W Hats                          |                         | Office Supplies                             | N    |
| 30                   | 01-252-000-0000-6405        |      |     | 37.78            | Ink Cartridges #302               |                         | Office & Computer Supplies                  | N    |
| 1                    | 01-044-000-0000-6800        |      |     | 5,155.69-        | ELAN - Invoice Date 05/22/2020    |                         | ELAN - Statement Payment                    | N    |
| 34                   | 01-257-257-0000-6215        |      |     | 313.19           | Verizon Cellular Phones           | 9853247216              | Wireless Telephone Services                 | N    |
| 42                   | 01-043-000-0000-6405        |      |     | 32.59            | Desk Light                        | L. Tibbetts             | Office, Film & Computer Supplies            | N    |
| 41                   | 01-043-000-0000-6405        |      |     | 149.99           | Wireless Keyboard/Mouse           | M. Dangers              | Office, Film & Computer Supplies            | N    |
| 40                   | 01-390-000-0000-6208        |      |     | 295.00           | Reg. Installing Onsite Systems    | M. Leitinger            | Training/Education                          | N    |
|                      |                             |      |     |                  | 06/22/2020                        |                         |   |      |
| 39                   | 01-044-920-0000-6800        |      |     | 255.69           | Rain Suits, Spray Bottles, Lab    | Maintenance             | COVID Related Expenditures                  | N    |
|                      | 5462 Bremer Bank (Elan ACH) |      |     | 2,439.80-        | 21 Transactions                   |                         |   |      |
| <b>1 Fund Total:</b> |                             |      |     | <b>2,439.80-</b> | <b>General Fund</b>               | <b>1 Vendors</b>        | <b>21 Transactions</b>                      |      |

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
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3 Road & Bridge

| Vendor Name                       | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>         | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|-----------------------------------|-------------|----------------------------|--------------------------|----------------------------------|--------------------------|
| <u>No.</u> <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>     | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 5462 Bremer Bank (Elan ACH)       |             | 48.38                      | American and MN Flags    |                                  | N                        |
| 26 03-301-000-0000-6400           |             | 48.38                      | 1 Transactions           |                                  |                          |
| 5462 Bremer Bank (Elan ACH)       |             | 48.38                      |                          |                                  |                          |
| <b>3 Fund Total:</b>              |             | <b>48.38</b>               | <b>Road &amp; Bridge</b> | <b>1 Vendors</b>                 | <b>1 Transactions</b>    |

# Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

KMR1  
6/5/20 9:53AM  
5 Health & Human Services

| Vendor No. | Name Account/Formula                                    | Rpt Accr | Amount | Warrant Description Service Dates              | Invoice # Paid On Bhf # | Account/Formula Descripti On Behalf of Name | 1099 |
|------------|---|----------|--------|--|-------------------------|---|------|
| 13         | 5462 Bremer Bank (Elan ACH)<br>05- 400- 000- 0000- 6800 |          | 327.48 | Covid- 19 Face Shields<br>05/14/2020           |                         | MN Recovers Task Force Expendit             | N    |
| 4          | 05- 400- 000- 0000- 6801                                |          | 229.00 | Covid- 19 Conference Video Webc<br>05/13/2020  |                         | Disaster Services - Expenditure             | N    |
| 10         | 05- 400- 000- 0000- 6801                                |          | 7.40   | Covid- 19 Webcam Remote<br>05/14/2020          |                         | Disaster Services - Expenditure             | N    |
| 12         | 05- 400- 000- 0000- 6801                                |          | 44.92  | Covid- 19 Forehead IR Thermomet<br>05/14/2020  |                         | Disaster Services - Expenditure             | N    |
| 16         | 05- 400- 000- 0000- 6801                                |          | 202.50 | Covid- 19 Disinfecting Towelett<br>05/19/2020  |                         | Disaster Services - Expenditure             | N    |
| 19         | 05- 400- 000- 0000- 6801                                |          | 25.06  | Covid- 19 Nitrile Gloves- Kids C<br>05/15/2020 |                         | Disaster Services - Expenditure             | N    |
| 17         | 05- 400- 400- 0402- 6430                                |          | 29.98  | DP&C Otoscope Batteries<br>05/20/2020          |                         | DP & C - Medical Supplies                   | N    |
| 5          | 05- 400- 440- 0410- 6240                                |          | 1.30   | Agency- Amazon Prime Membership<br>05/15/2020  |                         | Membership/Dues/Association Fees            | N    |
| 3          | 05- 400- 440- 0410- 6402                                |          | 4.64   | Acct - Wireless Mouse (CG)<br>05/12/2020       |                         | Computer/Technology Supplies                | N    |
| 6          | 05- 400- 440- 0410- 6402                                |          | 2.27   | Admin- USB Adapter (SS)<br>05/13/2020          |                         | Computer/Technology Supplies                | N    |
| 18         | 05- 400- 440- 0410- 6405                                |          | 5.51   | Agency - Pens<br>05/21/2020                    |                         | Office Supplies                             | N    |
| 2          | 05- 400- 440- 0410- 6450                                |          | 11.80  | Agency- Cell Phone Cover/Protec<br>05/07/2020  |                         | Small Equipment: Telephones,Chair           | N    |
| 15         | 05- 400- 440- 0410- 6450                                |          | 15.34  | Acct- Canon Calculator (SM)<br>05/19/2020      |                         | Small Equipment: Telephones,Chair           | N    |
| 20         | 05- 400- 450- 0451- 6406                                |          | 25.90  | Canva Pro Subscription<br>05/12/2020           |                         | PH Program Related Supplies                 | N    |
| 21         | 05- 400- 450- 0451- 6406                                |          | 9.00   | SHIP- HE Canva Supplies<br>05/14/2020          |                         | PH Program Related Supplies                 | N    |
| 5          | 05- 420- 600- 4800- 6240                                |          | 2.70   | Agency- Amazon Prime Membership<br>05/15/2020  |                         | Membership/Dues/Association Fees            | N    |
| 3          | 05- 420- 600- 4800- 6402                                |          | 9.57   | Acct - Wireless Mouse (CG)<br>05/12/2020       |                         | Computer/Technology Supplies                | N    |
| 6          | 05- 420- 600- 4800- 6402                                |          | 4.70   | Admin- USB Adapter (SS)<br>05/13/2020          |                         | Computer/Technology Supplies                | N    |
| 18         | 05- 420- 600- 4800- 6405                                |          | 11.38  | Agency - Pens<br>05/21/2020                    |                         | Office Supplies                             | N    |

# Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

KMR1  
6/5/20 9:53AM  
5 Health & Human Services

| Vendor No.           | Name<br>Account/Formula | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates          | Invoice #<br>Paid On Bhf # | Account/Formula Descripti<br>On Behalf of Name | 1099 |
|----------------------|-------------------------|-------------|----------|---|----------------------------|--|------|
| 2                    | 05-420-600-4800-6450    |             | 24.33    | Agency- Cell Phone Cover/Protec<br>05/07/2020 |                            | Small Equipment: Telephones,Chair              | N    |
| 15                   | 05-420-600-4800-6450    |             | 31.63    | Acct- Canon Calculator (SM)<br>05/19/2020     |                            | Small Equipment: Telephones,Chair              | N    |
| 5                    | 05-430-700-4800-6240    |             | 4.17-    | Agency- Amazon Prime Membership<br>05/15/2020 |                            | Membership/Dues/Association Fees               | N    |
| 3                    | 05-430-700-4800-6402    |             | 14.78    | Acct - Wireless Mouse (CG)<br>05/12/2020      |                            | Computer/Technology Supplies                   | N    |
| 6                    | 05-430-700-4800-6402    |             | 7.26     | Admin- USB Adapter (SS)<br>05/13/2020         |                            | Computer/Technology Supplies                   | N    |
| 18                   | 05-430-700-4800-6405    |             | 17.58    | Agency - Pens<br>05/21/2020                   |                            | Office Supplies                                | N    |
| 2                    | 05-430-700-4800-6450    |             | 37.61    | Agency- Cell Phone Cover/Protec<br>05/07/2020 |                            | Small Equipment: Telephones,Chair              | N    |
| 14                   | 05-430-700-4800-6450    |             | 325.49   | SS- Plantronics Headset/Adapter<br>05/05/2020 |                            | Small Equipment: Telephones,Chair              | N    |
| 15                   | 05-430-700-4800-6450    |             | 48.88    | Acct- Canon Calculator (SM)<br>05/19/2020     |                            | Small Equipment: Telephones,Chair              | N    |
| 5462                 | Bremer Bank (Elan ACH)  |             | 1,465.84 | 28 Transactions                               |                            |  |      |
| <b>5 Fund Total:</b> |                         |             | 1,465.84 | <b>Health &amp; Human Services</b>            | <b>1 Vendors</b>           | <b>28 Transactions</b>                         |      |

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10 Trust

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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| <u>Vendor Name</u>    |                             | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>                | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|-----------------------|-----------------------------|-------------|----------------------------|---------------------------------|----------------------------------|--------------------------|
| <u>No.</u>            | <u>Account/Formula</u>      | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>            | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 36                    | 5462 Bremer Bank (Elan ACH) |             | 0.99                       | Icloud Storage Plan- Forestor I | Telephone                        | N                        |
|                       | 10- 923- 000- 0000- 6250    |             |                            |                                 |                                  |                          |
|                       | 5462 Bremer Bank (Elan ACH) |             | 0.99                       | 1 Transactions                  |                                  |                          |
| <b>10 Fund Total:</b> |                             |             | <b>0.99</b>                | <b>Trust</b>                    | <b>1 Vendors</b>                 | <b>1 Transactions</b>    |

# Aitkin County



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11 Forest Development

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

| <u>Vendor Name</u>             | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>               | <u>Account/Formula Descripti</u> | <u>1099</u>              |   |
|--------------------------------|-------------|----------------------------|--------------------------------|----------------------------------|--------------------------|---|
| <u>No. Account/Formula</u>     | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>           | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |   |
| 37 5462 Bremer Bank (Elan ACH) |             | 623.97                     | Bad Elf GNSS Surveyor/Carrying | 18772                            | Field Supplies           | N |
| 11-925-000-0000-6406           |             |                            | 1 Transactions                 |                                  |                          |   |
| 5462 Bremer Bank (Elan ACH)    |             | 623.97                     |                                |                                  |                          |   |
| <b>11 Fund Total:</b>          |             | <b>623.97</b>              | <b>Forest Development</b>      | <b>1 Vendors</b>                 | <b>1 Transactions</b>    |   |

# Aitkin County



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14 Capital Project

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

| Vendor                | Name                        | Rpt  | Warrant Description | Invoice #                      | Account/Formula Descripti | 1099                           |
|-----------------------|-----------------------------|------|---------------------|--------------------------------|---------------------------|--------------------------------|
| No.                   | Account/Formula             | Accr | Amount              | Service Dates                  | Paid On Bhf #             | On Behalf of Name              |
| 38                    | 5462 Bremer Bank (Elan ACH) |      | 247.98              |                                |                           |                                |
|                       | 14- 949- 000- 0000- 6630    |      |                     |                                |                           |                                |
|                       | 5462 Bremer Bank (Elan ACH) |      | 247.98              |                                |                           |                                |
|                       |                             |      |                     | Drop Box & Fridge Lock Mothers |                           | Miscellaneous- Capital Expense |
|                       |                             |      |                     | 1 Transactions                 |                           | N                              |
| <b>14 Fund Total:</b> |                             |      | <b>247.98</b>       | <b>Capital Project</b>         | <b>1 Vendors</b>          | <b>1 Transactions</b>          |



# Aitkin County



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19 Long Lake Conservation C

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

| <u>Vendor Name</u>    |                          | <u>Rpt</u>  | <u>Warrant Description</u> | <u>Invoice #</u>              | <u>Account/Formula Descripti</u> | <u>1099</u>              |
|-----------------------|--------------------------|-------------|----------------------------|-------------------------------|----------------------------------|--------------------------|
| <u>No.</u>            | <u>Account/Formula</u>   | <u>Accr</u> | <u>Amount</u>              | <u>Service Dates</u>          | <u>Paid On Bhf #</u>             | <u>On Behalf of Name</u> |
| 5462                  | Bremer Bank (Elan ACH)   |             |                            |                               |                                  |                          |
| 28                    | 19- 521- 000- 0000- 6205 |             | 8.70                       | USPS - Water Sampling         | Postage                          | N                        |
| 29                    | 19- 524- 000- 0000- 6422 |             | 43.94                      | SDS Binders/Air Handler Belt  | Janitorial Services/Supplies     | N                        |
| 5462                  | Bremer Bank (Elan ACH)   |             | 52.64                      | 2 Transactions                |                                  |                          |
| <b>19 Fund Total:</b> |                          |             | 52.64                      | Long Lake Conservation Center | 1 Vendors                        | 2 Transactions           |
| <b>Final Total:</b>   |                          |             | 0.00                       | 7 Vendors                     | 55 Transactions                  |                          |

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b>            |
|----------------------|--------------------|----------------------|-------------------------------|
|                      | 1                  | -2,439.80            | General Fund                  |
|                      | 3                  | 48.38                | Road & Bridge                 |
|                      | 5                  | 1,465.84             | Health & Human Services       |
|                      | 10                 | 0.99                 | Trust                         |
|                      | 11                 | 623.97               | Forest Development            |
|                      | 14                 | 247.98               | Capital Project               |
|                      | 19                 | 52.64                | Long Lake Conservation Center |
|                      | <b>All Funds</b>   | <b>0.00</b>          | <b>Total</b>                  |

Approved by, .....  
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