

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS November 24, 2020 – BOARD AGENDA

Government Center Board Room

The Governor of the State of Minnesota has issued Executive Order 20-01 Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19. Based on these conditions, the Chair of the Aitkin County Board of Commissioners has determined that the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for all members of the county board to meet in person. Therefore, on April 9th, 2020 the Aitkin County Board Chair signed a Determination related to COVID-19 part of which allows that the public, as well as some or all members of the County Board to join County board meetings remotely.

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code): 126 133 0215; (meeting password): 7282.

- 9:00 1) Bill Pratt, County Board Chair**
- A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
- 9:02 E) Health & Human Services (see separate HHS agenda)**
- 9:57 Break**
- 10:07 F) Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). 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.
Anyone attending virtually wishing to speak during the public comment period should notify the County Administrator's office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the 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 November 10, 2020 to November 23, 2020
 - B) Approve November 10, 2020 County Board Minutes
 - C) Approve Electronic Funds Transfers
 - D) Approve Commissioner's Vouchers
 - E) Approve Auditor's Vouchers – R&B Contract Payment
 - F) Approve Auditor's Vouchers – CARES Grants, Round 2
 - G) Approve Auditor's Vouchers – October Sales & Diesel Tax
 - H) Approve Auditor's Vouchers – October Tax Settlements
 - I) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees
 - J) Approve Manual Warrants/Voids/Corrections – FSA Claims

- K) Approve Manual Warrants/Voids/Corrections – October Mtg. Reg & Deed Tax
 - L) Approve Manual Warrants/Voids/Corrections – Elan paid 10/29/20 Allocated
 - M) Approve Manual Warrants/Voids/Corrections – Elan paid 11/13/20, State General Tax, Camping Refund, Returned Payment – NSF – Taxes
 - N) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims
 - O) Approve Manual Warrants/Voids/Corrections – Returned Payment, Wrong County – Taxes
 - P) Approve Fire Protection Contract with the City of Aitkin
 - Q) Approve Fire Protection Contract with the City of McGrath
 - R) Approve Genetec Advantage Contract
 - S) Approve Medical Examiner Agreement 2021
 - T) Approve 2021 Newspaper Bid Specifications
- 10:10 3) Kami Genz – Community Corrections
- A) Approve Community Corrections Comprehensive Plan & Advisory Board
- 10:30 4) Terry Neff – Environmental Services Director
- A) Approve Joint Powers Agreement for Regional Solid Waste Plan
- 10:40 5) John Welle – County Engineer
- A) Adopt Resolution: Designate Pipeline Inspector
- 10:45 6) Jessica Seibert – County Administrator
- A) CARES Update Direction Requested
 - B) Administrator Updates
- 11:05 7) Committee Updates
- 11:35 Adjourn

2B

AITKIN COUNTY BOARD

November 10, 2020

The Aitkin County Board of Commissioners met this 10th day of November, 2020 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Donald Niemi, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. The following members attended via Webex: Commissioners Anne Marcotte and Laurie Westerlund.

Motion made by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all voting yes to approve the November 10th, 2020 agenda.

There was no Citizens' Public Comment

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voting yes to approve the Consent Agenda as follows.

A) Correspondence File October 27, 2020 to November 9, 2020; B) Approve October 27, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$3,078,174.60; D) Approve Commissioner Vouchers: General Fund \$199,212.30, Road & Bridge \$37,306.55, Health & Human Services \$40,482.64, Trust \$3,110.83, Forest Development \$4,900.95, Capital Project \$17,300.92, Long Lake Conservation Center \$1,309.11, Parks \$2,601.85 for a total of \$306,225.15; E) Approve Auditor's Vouchers – IT Invoices: General Fund \$230.00; F) Approve Auditor's Vouchers: General Fund \$600.11, Road & Bridge \$8,819.38, Capital Project \$19,553.44, for a total of \$28,972.93; G) Approve Auditor's Vouchers – Contegrity Payments: Capital Project \$152,103.21; H) Approve Auditor's Vouchers – R&B Contract Payments, Elections Expenses: General Fund \$116.38, Road & Bridge \$926,703.68, for a total of \$926,820.06; I) Approve Manual Warrants/Voids/Corrections – Returned NSF Payment - Taxes: Taxes & Penalties \$485.00; J) Approve Manual Warrants/Voids/Corrections – Elan Paid 10/29/20: General Fund \$9,553.40; K) Approve Manual Warrants/Voids/Corrections – Electronic Chargeback, Taxes: Taxes & Penalties \$29.46; L) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$4,400.40; M) Approve Manual Warrants/Voids/Corrections – Camping Refunds: Parks \$170.00; N) Approve Manual Warrants/Voids/Corrections – Returned Payment – Unable to Locate: Taxes & Penalties \$1,828.00; O) Approve Manual Warrants/Voids/Corrections – Elan Paid 10/15/20 - Allocated: General Fund -\$5,624.06, Road & Bridge \$180.00, Health & Human Services \$2,186.30, Trust \$232.48, Forest Development \$218.97, Capital Project \$2,753.90, Long Lake Conservation Center \$30.50, Parks \$21.91, for a total of \$0.00; P) Approve Manual Warrants/Voids/Corrections – October Participant Fees: General Fund \$755.55; Q) Approve Manual Warrants/Voids/Corrections – State General Tax: State \$875,872.97; R) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$134.12; S) Approve Transfer of Food from LLCC to Aitkin County Jail; T) Approve CPL Grand Land Acquisition; U) Approve Motion to Sell LLCC Tractor to MNBID; V) Adopt Resolution: Application to Repurchase Tax-Forfeited Property; W) Adopt Resolution: Application for Grant-in-Aid ATV Trail Maintenance Funds; X) Adopt Resolution: Approve Temporary Energy Easement;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to approve – Transfer of Food from LLCC to Aitkin County Jail.

Call to Order

Approved Agenda

Citizens' Public Comment

Consent Agenda

Approve Transfer of Food from LLCC to Aitkin County Jail

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to approve – CPL Grant Land Acquisition.

CPL Grant Land Acquisition

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to approve – Motion to Sell LLCC Tractor to MNBID.

Motion to Sell LLCC Tractor to MNBID

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Application to Repurchase Tax-Forfeited Property.

Resolution #20201110-093 Application to Repurchase Tax-Forfeited Property

WHEREAS, James Priem, a purchaser of the property under contract for deed.

WHEREAS, James Priem 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:

Lot two (2) and four (4), Blk two (2) of Beverley Hills, according to the filed and recorded plat thereof, except that part of said Lot 4 which lies Northerly of the Southerly line of Lot One (1), Block Two (2) of said plat and its extension easterly, and

WHEREAS, said applicant has set forth in his application that:

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

The lack of work because of layoff in winter and the weather not being cooperative, 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 James Priem for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Application for Grant-in-Aid ATV Trail Maintenance Funds.

Resolution #20201110-094 Application for Grant-in-Aid ATV Trail Maintenance Funds

WHEREAS, Local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, Clubs wish to contract with the County for maintaining these trails, and

WHEREAS, These trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

NOW THEREFORE, BE IT RESOLVED, That the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Axtell ATV technical riding area, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.

BE IT FURTHER RESOLVED, That the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Approve Temporary Energy Easement.

WHEREAS, On December 11, 2018, the Aitkin County Board of Commissioners granted a utility easement, temporary work space, and temporary road access (20181211-081) to Enbridge Energy, Limited Partnership, with an office at 11 East Superior Street; Suite 125, Duluth, MN 55802 (Enbridge) for a right-of-way easement to survey, locate, construct, install, operate, maintain (including cathodic protection systems), clear, inspect (including aerial patrol and subsurface digging), reclaim, remove, protect, idle in place, repair, replace, relocate, change the size of and reconstruct a single pipeline, together with any associated valves, fittings, location markers and signs, communication systems and lines, utility lines, safety and protective apparatus, and all other equipment and appurtenances, whether above or below grade across the Aitkin County managed lands,

WHEREAS, Enbridge requests an additional 0.02 acres of temporary work space in Section 31, Township, 51N, Range 26W (E 0.4 Rods of SENE; PIN 20-0-050302),

WHEREAS, said applicant will be charged Additional Temporary Work Space costs of \$1,000.00, as appraised by the County Land Commissioner,

WHEREAS, said applicant has an Enbridge Additional Temporary Workspace Payment of \$1,000,

WHEREAS, said applicant will thus pay Aitkin County a total of \$2,000.

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

WHEREAS, the Aitkin County Board of Commissioners resolved its support for Enbridge's proposed Line 3 Replacement Project, their preferred route, and their plan for deactivating the existing Line 3 (20170926-073),

**Resolution
#20201110-095
Approve
Temporary
Energy Easement**

WHEREAS, the Aitkin County Board of Commissioners recognized Enbridge for its longstanding performance and continual efforts to protect the environment, wildlife and habitats, as well as the people who live in the communities in which it operates (20170926-073),

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Enbridge Energy, Limited Partnership, with an office located at 11 East Superior Street; Suite 125, Duluth, MN 55802, an easement to use said described land, if consistent with the law, as in the special conditions set forth herein,

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

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

property said works necessary to conform with said changes without cost whatsoever to the County.

Jessica Seibert, County Administrator presented Senator Ruud & Representative Lueck to give a Legislative Policy Review.

Legislative Policy Review – Senator Ruud & Representative Lueck

Mike Dangers, County Assessor discussed with the Board – Short Term Rental Property Classification.

Short-Term Rental Property Classification

Mike Dangers, County Assessor discussed with the Board – Training for County Board of Appeal and Equalization.

Training for County Board of Appeal and Equalization

Ross Wagner, Economic Development & Forest Industry Coordinator discussed with the Board – Proposed Revision to the Aitkin County ATV Ordinance. Remanded to ATV Committee to discuss public comment process.

Proposed Revision to the Aitkin County ATV Ordinance

Jessica Seibert, County Administrator presented to the Board – 3rd Quarter 2020 Budget Review

3rd Quarter 2020 Budget Review

Jessica Seibert, County Administrator discussed with the Board – CARES Fund Discussion

CARES Fund Discussion

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

Administrator Updates

- Budget Committee
- Policy Fellows
- COVID Related Updates

Board Discussion

The Board discussed: East Central Regional Library, NClub, Extension, Mississippi Headwaters, Aitkin Airport Commission, Health & Human Services, Budget Committee, Toward Zero Deaths, Aquatic Invasive Species, HRA, McGregor Airport Commission.

Motion by Commissioner Wedel seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 11:17 a.m. until Tuesday, November 24, 2020 at the Aitkin County Government Center.

Adjourn

William Pratt, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 11/24/20

Title of Item: Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams	Department: County Treasurer	
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 11/16/2020		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ELECTRONIC FUNDS TRANSFER**Thru November 16, 2020 Board Meeting November 24, 2020**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>	<u>Abstract Number</u>
11/2/20	\$485.00	Manual Abstract	20750
11/3/20	\$53.15	Manual Abstract	20751
11/6/20	\$3,322.00	Auditor Warrants	20753
11/6/20	\$610,477.63	Auditor Warrants	20754
11/5/20	\$1,241.36	Manual Abstract	20755
11/6/20	\$2,241.83	Manual Abstract	20756
11/6/20	\$571,619.16	Payroll Abstract	20757
11/10/20	\$20,256.69	Commissioner Warrants	20758
11/10/20	\$116,275.37	Manual Abstract	20760
11/13/20	\$73,250.33	Commissioner Warrants	20759
11/13/20	\$2,648.96	Auditor Warrants	20762
11/13/20	\$58,620.39	Manual Abstract	20763

\$1,460,491.87

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Aitkin County

WLC1
11/10/20 11:03AM

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

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1	DEPT			Commissioners			
15240	AT&T Mobility						
	01-001-000-0000-6250		154.85	Cell bill		Telephone	N
15240	AT&T Mobility		154.85		1 Transactions		
3590	Niemi/Donald						
	01-001-000-0000-6330		315.67	Mileage		Transportation & Travel & Parking	N
	01-001-000-0000-6340		30.67	Meal 10/4		Meals (Overnight)	N
3590	Niemi/Donald		346.34		2 Transactions		
14289	Pratt/Bill						
	01-001-000-0000-6330		123.05	Sept Mileage		Transportation & Travel & Parking	N
	01-001-000-0000-6330		154.10	Oct Mileage		Transportation & Travel & Parking	N
14289	Pratt/Bill		277.15		2 Transactions		
6097	Verizon Wireless						
	01-001-000-0000-6250		32.43	Wedel phone	9864300538	Telephone	N
6097	Verizon Wireless		32.43		1 Transactions		
1	DEPT Total:		810.77	Commissioners	4 Vendors	6 Transactions	
12	DEPT			Court Administration			
9007	Dotty/Melanie Rebecca						
	01-012-000-0000-6232		327.65	01-JV-20-181	2017	Attorney Services	Y
9007	Dotty/Melanie Rebecca		327.65		1 Transactions		
5851	Gustafson Attorney at Law/Jean M.						
	01-012-000-0000-6232		2,002.50	01-PR-19-691	00798	Attorney Services	Y
5851	Gustafson Attorney at Law/Jean M.		2,002.50		1 Transactions		
9323	Jill Avery						
	01-012-000-0000-6232		298.05	01-P4-99-194		Attorney Services	Y
9323	Jill Avery		298.05		1 Transactions		
12	DEPT Total:		2,628.20	Court Administration	3 Vendors	3 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86222	Aitkin Independent Age		48.95	ANNUAL SUBSCRIPTION	TAA- 210276	Printing, Publishing & Adv	N
				1 Transactions			
2386	Information Systems Corp						
	01- 040- 000- 0000- 6230		535.18	Nexsan Assureon Support	25503	Services, Labor, Contracts	N
2386	Information Systems Corp		535.18				
				1 Transactions			
14868	Sorenson/LaRae						
	01- 040- 021- 0000- 6241		20.00	Register Notary Signature	72461	Registration Fee	N
14868	Sorenson/LaRae		20.00				
				1 Transactions			
86235	The Office Shop Inc						
	01- 040- 021- 0000- 6625		43.17	ENVELOPES AND INK	1087274- 0	Office Equipment & Other Equipment	N
	01- 040- 021- 0000- 6625		23.29	OFFICE SUPPLIES	313325- 0	Office Equipment & Other Equipment	N
86235	The Office Shop Inc		66.46				
				2 Transactions			
40	DEPT Total:		670.59	Auditor	4 Vendors	5 Transactions	
41	DEPT			Internal Audit			
12780	CliftonLarsonAllen, LLP						
	01- 041- 000- 0000- 6231		824.25	FINAL BILLING - AUDIT 2019	2656249	Services, Labor, Etc	Y
12780	CliftonLarsonAllen, LLP		824.25				
				1 Transactions			
41	DEPT Total:		824.25	Internal Audit	1 Vendors	1 Transactions	
42	DEPT			Treasurer			
86222	Aitkin Independent Age						
	01- 042- 000- 0000- 6405		48.95	1- yr subscription	TAA- 210292	Office & Computer Supplies	N
86222	Aitkin Independent Age		48.95				
				1 Transactions			
2386	Information Systems Corp						
	01- 042- 000- 0000- 6231		535.18	Nexsan Assureon Support	25503	Services, Labor, Contracts	N
2386	Information Systems Corp		535.18				
				1 Transactions			
42	DEPT Total:		584.13	Treasurer	2 Vendors	2 Transactions	
43	DEPT			Assessor			
86222	Aitkin Independent Age						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86222	Aitkin Independent Age		48.95	1- yr subscription	TAA- 210366	Office, Film & Computer Supplies	N
			48.95	1 Transactions			
3018	Marshall & Swift- Boeckh, LLC						
	01- 043- 000- 0000- 6405		656.20	Marshall Valuation Subsc	2964201	Office, Film & Computer Supplies	N
3018	Marshall & Swift- Boeckh, LLC		656.20	1 Transactions			
13934	The Tire Barn						
	01- 043- 000- 0000- 6302		375.96	window repair- 2007 Liberty	55201	Car Maintenance	N
13934	The Tire Barn		375.96	1 Transactions			
43	DEPT Total:		1,081.11	Assessor	3 Vendors	3 Transactions	
44	DEPT			Central Services			
783	Canon Financial Services, Inc						
	01- 044- 000- 0000- 6231		248.78	Copier Contract	22023835	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		248.78	1 Transactions			
9516	Carey Publishing Group						
	01- 044- 920- 0000- 6800		2,310.00	Carey Guides/Tools	2020- 1565- A	COVID Related Expenditures	Y
9516	Carey Publishing Group		2,310.00	1 Transactions			
88628	Dalco Enterprises, Inc.						
	01- 044- 920- 0000- 6800		82.08	HAND SANITIZER	3693517	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		242.98	GLOVES	3693526	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		242.98	GLOVES	3693526	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		242.98	GLOVES	3693527	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		624.60	HAND SANITIZER	3693566	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		1,367.14	COVID SUPPLIES	3693567	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		177.36	DISINFECTING WIPES	3697140	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		3,493.34	ELECTROSTATIC MACHINES	3697156	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		1,291.17	MOPS, CART, DISINFECTING WIPES	3697171	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		672.98	BUDDY JUG & DISINFECTING WIPES	3697172	COVID Related Expenditures	N
	01- 044- 920- 0000- 6800		476.90	LIQUID ICE MELT AND SPRAYER	3697173	COVID Related Expenditures	N
88628	Dalco Enterprises, Inc.		8,914.51	11 Transactions			
88880	Datacomm Computers & Networks Inc						
	01- 044- 920- 0000- 6800		859.00	HR COMPUTER (CARES ACT)	13235	COVID Related Expenditures	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
88880	Datacomm Computers & Networks Inc				
		859.00	1 Transactions		
1333	Dell Marketing L.P.				
	01- 044- 920- 0000- 6800	3,436.58	2 LAPTOPS TREASURERS, CARES AC	10435289932	COVID Related Expenditures N
1333	Dell Marketing L.P.	3,436.58	1 Transactions		
11603	Girard's Business Solutions,Inc.				
	01- 044- 920- 0000- 6800	2,795.00	Canon scanner CR190i	93436	COVID Related Expenditures N
11603	Girard's Business Solutions,Inc.	2,795.00	1 Transactions		
9253	Gull Lake Glass Inc.				
	01- 044- 920- 0000- 6800	834.75	PLEXIGLASS FOR COURTROOMS	9885288	COVID Related Expenditures Y
9253	Gull Lake Glass Inc.	834.75	1 Transactions		
13844	McKesson Medical Surgical				
	01- 044- 920- 0000- 6800	51.98	ecg paper, electrodes	14436291	COVID Related Expenditures N
13844	McKesson Medical Surgical	51.98	1 Transactions		
9481	Metrasens Inc.				
	01- 044- 920- 0000- 6800	9,995.00	Cellsense Plus ACSO	10222020	COVID Related Expenditures Y
9481	Metrasens Inc.	9,995.00	1 Transactions		
3255	Mn Counties Intergovernmental Trust				
	01- 044- 000- 0000- 6231	2,500.00	Deductible- 19PC1631	D821020902	Services, Labor, Contracts N
3255	Mn Counties Intergovernmental Trust	2,500.00	1 Transactions		
89081	North Ambulance Brainerd				
	01- 044- 000- 0000- 6841	1,845.00	Oct 2020 Subsidy		Ambulance Appropriations N
89081	North Ambulance Brainerd	1,845.00	1 Transactions		
9475	Tech Know Systems, Inc				
	01- 044- 920- 0000- 6800	3,450.00	Covid- 19 JetPCL License		COVID Related Expenditures Y
			10/09/2020		
9475	Tech Know Systems, Inc	3,450.00	1 Transactions		
44	DEPT Total:	37,240.60	Central Services	12 Vendors	22 Transactions
49	DEPT		Information Technologies		
	7916 AT&T				

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WLC1
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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
7916	AT&T		OCT/NOV IT IPAD	287279507473X1	Programming, Services, Contracts	N
		38.75				
		38.75	1 Transactions			
14071	Marco Technologies LLC		ZIX ENCRYPTION SYSTEM HOSTING	INV8100931	Programming, Services, Contracts	N
		3,352.05				
14071	Marco Technologies LLC					
		3,352.05	1 Transactions			
11158	Solarwinds Inc		SOLARWINDS ENGINEER'S TOOLSET	IN500617	Programming, Services, Contracts	N
		451.00				
11158	Solarwinds Inc					
		451.00	1 Transactions			
49	DEPT Total:	3,841.80	Information Technologies	3 Vendors	3 Transactions	
52	DEPT		Administration			
15240	AT&T Mobility		Cell bill	287298817699	Telephone	N
		49.81				
15240	AT&T Mobility					
		49.81	1 Transactions			
52	DEPT Total:	49.81	Administration	1 Vendors	1 Transactions	
53	DEPT		Human Resources			
15240	AT&T Mobility		Cell bill	287299383308	Telephone	N
		49.81				
15240	AT&T Mobility					
		49.81	1 Transactions			
13230	BLR		Training Today- Prof	19196511- B1	Staff Development/Training	N
		4,000.00				
13230	BLR					
		4,000.00	1 Transactions			
10629	Ergometrics Inc		Frontline Video Testing	138887	Services, Labor, Contracts	N
		422.60				
10629	Ergometrics Inc					
		422.60	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		County Law	69	Attorney Services	Y
		288.50				
13412	Pemberton, Sorlie, Rufer & Kershner PLLI					
		288.50	1 Transactions			
86235	The Office Shop Inc					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
86235 The Office Shop Inc		File Folders	1086500	Office & Computer Supplies	N
		1 Transactions			
53 DEPT Total:	4,776.03	Human Resources	5 Vendors	5 Transactions	
60 DEPT		Elections			
86222 Aitkin Independent Age		Election Notice	1084924	Printing, Publishing & Adv	N
01-060-000-0000-6230	675.00	Election Notice	1084933	Printing, Publishing & Adv	N
01-060-000-0000-6230	1,125.00	Election Notice	1084935	Printing, Publishing & Adv	N
01-060-000-0000-6230	1,012.49	Election Notice	1084998	Printing, Publishing & Adv	N
01-060-000-0000-6230	135.00	OPTICAL SCAN VOTING EQUIPMENT	800632	Printing, Publishing & Adv	N
01-060-000-0000-6230	67.50	5 Transactions			
86222 Aitkin Independent Age	3,014.99				
89796 Ryan/Kathleen		Election supplies		Office & Computer Supplies	N
01-060-000-0000-6405	69.68	1 Transactions			
89796 Ryan/Kathleen	69.68				
13129 SeaChange Printing & Marketing Serv LLC		GE ADDITIONAL MAIL BALLOTS	34261	Ballots & Programming	N
01-060-000-0000-6406	721.05	MAIL BALLOT POST CARD NOTIF	516862	Ballots & Programming	N
01-060-000-0000-6406	834.04	2 Transactions			
13129 SeaChange Printing & Marketing Serv LLC	1,555.09				
86235 The Office Shop Inc		DYMO LABELS/LETTER OPENERS	1087406- 0	Office & Computer Supplies	N
01-060-000-0000-6405	130.90	LETTER OPENERS	1087406- 1	Office & Computer Supplies	N
01-060-000-0000-6405	11.06	2 Transactions			
86235 The Office Shop Inc	141.96				
60 DEPT Total:	4,781.72	Elections	4 Vendors	10 Transactions	
90 DEPT		Attorney			
966 Chisago County Sheriff's Office		Subpoena Service	20-002888	Co Sheriff Services	N
01-090-000-0000-6234	60.00	1 Transactions			
966 Chisago County Sheriff's Office	60.00				
10855 Culligan		Monthly water supplies	150x01168707	Drug & Forfeiture Ms387.213	N
01-090-000-0000-6213	44.80				

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10855	Culligan					
		44.80				
			- 1 Transactions			
3150	Mille Lacs Co Sheriff					
	01- 090- 000- 0000- 6234	76.48	Subpoena Service	10176	Co Sheriff Services	N
3150	Mille Lacs Co Sheriff	76.48				
			1 Transactions			
3578	Skaj/Karen					
	01- 090- 000- 0000- 6233	14.00	Transcription	2020- 15	Court Reporter Services	N
3578	Skaj/Karen	14.00				
			1 Transactions			
11949	Swanson/Sondra					
	01- 090- 000- 0000- 6234	34.00	Dr License Records		Co Sheriff Services	N
11949	Swanson/Sondra	34.00				
			1 Transactions			
5173	Thomson Reuters- West Publishing					
	01- 090- 000- 0000- 6239	333.26	Library Plan charges	843008992	Computer Research	N
	01- 090- 000- 0000- 6239	333.26	Library Plan charges	843184612	Computer Research	N
	01- 090- 000- 0000- 6239	1,507.15	Subscript charges	843250487	Computer Research	N
5173	Thomson Reuters- West Publishing	2,173.67				
			3 Transactions			
5062	Washington Co Sheriffs Office					
	01- 090- 000- 0000- 6234	70.00	Subpoena Service	20002035	Co Sheriff Services	N
5062	Washington Co Sheriffs Office	70.00				
			1 Transactions			
90	DEPT Total:	2,472.95	Attorney	7 Vendors	9 Transactions	
100	DEPT		Recorder			
2386	Information Systems Corp					
	01- 100- 195- 0000- 6231	356.79	Nexsan Assureon Support	25503	Services, Labor, Contracts- Land Reco	N
	01- 100- 196- 0000- 6231	891.96	Nexsan Assureon Support	25503	Services, Labor, Contracts- Recorder's	N
2386	Information Systems Corp	1,248.75				
			2 Transactions			
100	DEPT Total:	1,248.75	Recorder	1 Vendors	2 Transactions	
110	DEPT		Courthouse Maintenance			
15240	AT&T Mobility					
	01- 110- 000- 0000- 6250	49.81	Cell bill	287298817699	Phone	N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
15240 AT&T Mobility					
		1 Transactions			
246 Brothers Fire & Security					
01- 110- 000- 0000- 6231	185.00	ANNUAL FIRE INSPECTION	36232	Services, Labor, Contracts	N
01- 110- 000- 0000- 6231	185.00	ANNUAL FIRE INSPECTION	36233	Services, Labor, Contracts	N
246 Brothers Fire & Security	370.00	2 Transactions			
88628 Dalco Enterprises, Inc.					
01- 110- 000- 0000- 6231	69.03	WHEEL FOR SWEEPER	2272905	Services, Labor, Contracts	N
01- 110- 000- 0000- 6422	1,151.60	SIDWALK SALT	3693536	Janitorial Supplies	N
88628 Dalco Enterprises, Inc.	1,220.63	2 Transactions			
1754 Garrison Disposal Company, Inc					
01- 110- 000- 0000- 6255	584.50	MONTHLY GARBAGE	148962	Garbage	N
1754 Garrison Disposal Company, Inc	584.50	1 Transactions			
14753 HOLIDAY					
01- 110- 000- 0000- 6511	64.77	GAS FOR EQUIPMENT	1400000135208	Gas And Oil	N
14753 HOLIDAY	64.77	1 Transactions			
15205 Nelson Excavating & Landscaping					
01- 110- 000- 0000- 6231	875.00	SNOW PLOWING ON10/21/2020	1747	Services, Labor, Contracts	Y
15205 Nelson Excavating & Landscaping	875.00	1 Transactions			
3950 Public Utilities					
01- 110- 000- 0000- 6254	4,329.40	Utilities	1430- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254	112.72	Utilities	50109- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254	179.64	Utilities	50186- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254	260.61	Utilities	50188- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254	38.74	Utilities	50202- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254	34.71	Utilities	509- 00	Utilities & Heating	N
3950 Public Utilities	4,955.82	6 Transactions			
110 DEPT Total:	8,120.53	Courthouse Maintenance	7 Vendors	14 Transactions	
120 DEPT		Service Officer			
6097 Verizon Wireless					
01- 120- 000- 0000- 6250	13.70	Vet van cell phone	9865366392	Telephone	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
6097 Verizon Wireless					
	13.70		1 Transactions		
120 DEPT Total:	13.70	Service Officer	1 Vendors	1 Transactions	
122 DEPT		Planning & Zoning			
86222 Aitkin Independent Age					
01- 122- 000- 0000- 6230	134.28	Notice of Hrg 11/4	800635	Printing, Publishing & Adv	N
86222 Aitkin Independent Age	134.28		1 Transactions		
13066 Hargrave/Bryan					
01- 122- 000- 0000- 6231	3,500.00	10/26- 11/6		Services, Labor, Contracts, Programm	Y
13066 Hargrave/Bryan	3,500.00		1 Transactions		
2386 Information Systems Corp					
01- 122- 000- 0000- 6231	1,248.74	Nexsan Assureon Support	25503	Services, Labor, Contracts, Programm	N
2386 Information Systems Corp	1,248.74		1 Transactions		
14832 Kulifaj / Stephen					
01- 122- 000- 0000- 6350	70.00	PC mtgs		Per Diem	Y
01- 122- 038- 0000- 6330	67.28	PC mlg		Boa/Pc Mileage	Y
14832 Kulifaj / Stephen	137.28		2 Transactions		
11990 Lange/David					
01- 122- 000- 0000- 6350	70.00	PC mtgs		Per Diem	Y
01- 122- 038- 0000- 6330	86.25	PC mlg		Boa/Pc Mileage	Y
11990 Lange/David	156.25		2 Transactions		
122 DEPT Total:	5,176.55	Planning & Zoning	5 Vendors	7 Transactions	
123 DEPT		Coroner			
3987 Ramsey County Medical Examiner					
01- 123- 000- 0000- 6260	1,712.00	ME 20- 2406, Medex 028473	08/30/2020	Autopsies- - Pathologist, Xrays, Etc	N
01- 123- 000- 0000- 6260	1,615.00	ME 20- 2509, Medex 028449	09/08/2020	Autopsies- - Pathologist, Xrays, Etc	N
3987 Ramsey County Medical Examiner	3,327.00		2 Transactions		
9151 River Valley Forensic Services PA					
01- 123- 000- 0000- 6231	500.00	ME 20- 2509	1266	Coroner Fees	6
01- 123- 000- 0000- 6231	500.00	ME 20- 2607	1266	Coroner Fees	6

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
01- 123- 000- 0000- 6231		250.00	September services	1266	Coroner Fees	6
9151 River Valley Forensic Services PA		1,250.00	3 Transactions			
123 DEPT Total:		4,577.00	Coroner	2 Vendors	5 Transactions	
200 DEPT			Enforcement			
117 Aitkin County Sheriff						
01- 200- 000- 0000- 6240		90.00	POST License Tim Tierney	11/03/2020	Dues	N
117 Aitkin County Sheriff		90.00	1 Transactions			
86222 Aitkin Independent Age						
01- 200- 000- 0000- 6230		134.28	Meyer Mechanics Lien Sale	800636	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		134.28	1 Transactions			
15239 AT&T Mobility						
01- 200- 000- 0000- 6250		644.62	squad PCs	287258495419	Telephone	N
15239 AT&T Mobility		644.62	1 Transactions			
1775 Galls LLC						
01- 200- 000- 0000- 6410		114.97	#224 jacket	16709526	Clothing Allowance	N
1775 Galls LLC		114.97	1 Transactions			
9517 GFA						
01- 200- 000- 0000- 6272		650.00	Pre- employ Psych screening	3233599	Physical Examinations	Y
9517 GFA		650.00	1 Transactions			
3263 K&M Signs Inc.						
01- 200- 000- 0000- 6302		75.00	#220 decals	13484	Car Maintenance	N
3263 K&M Signs Inc.		75.00	1 Transactions			
2925 L & M Supply, Inc.						
01- 200- 019- 0000- 6409		7.98	bisquits	9967456	Supplies	N
2925 L & M Supply, Inc.		7.98	1 Transactions			
12553 MEYER'S SERVICE CENTER						
01- 200- 000- 0000- 6302		1,003.80	4 tires, install #207 Expl	17983	Car Maintenance	N
12553 MEYER'S SERVICE CENTER		1,003.80	1 Transactions			
9692 Minnesota Energy Resources Corporation						

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9692 Minnesota Energy Resources Corporation		JAIL GAS SERVICE	0505399584	Utilities	N
		1 Transactions			
10412 O'Reilly Auto Parts		lighbulbs, snow brush	1878- 471392	Car Maintenance	N
		return/replace bulbs	1878- 471395	Car Maintenance	N
10412 O'Reilly Auto Parts		2 Transactions			
13864 Sandberg/Kristi		Nov Insurance		Health Insurance- Employer	N
13864 Sandberg/Kristi		1 Transactions			
86235 The Office Shop Inc		copy contract deputy room	313520- 0	Services & Labor (Incl Contracts)	N
86235 The Office Shop Inc		1 Transactions			
13934 The Tire Barn		tire repair #206	21804	Car Maintenance	N
		4 tires, oil change #219	55108	Car Maintenance	N
		oil change, 4 tires #202	55139	Car Maintenance	N
		4 tires, oil change #216	55190	Car Maintenance	N
13934 The Tire Barn		4 Transactions			
13848 WYATT'S TOWING		20- 2813 forfeiture	10/25/2020	Wrecker Service	Y
13848 WYATT'S TOWING		1 Transactions			
200 DEPT Total:		Enforcement	14 Vendors	18 Transactions	
202 DEPT		Boat & Water			
15239 AT&T Mobility		#208 squad pc	287258495419	Telephone	N
15239 AT&T Mobility		1 Transactions			
2340 Hyytinen Hardware Hank		fender washers, eye bolts	1612834	Office Supplies	N
2340 Hyytinen Hardware Hank		1 Transactions			
3950 Public Utilities					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formul	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3950 Public Utilities		Utilities	1345-00	Utilities	N
	34.07				
	34.07	1 Transactions			
13847 WHITES LEGACY GARAGE					
01-202-000-0000-6302	166.39	2011 Lund winterizing		B&W Maintenance	N
01-202-000-0000-6302	169.41	2008 Lund winterizing		B&W Maintenance	N
01-202-000-0000-6302	168.18	2017 Lund winterizing		B&W Maintenance	N
01-202-000-0000-6302	166.39	2010 Lund winterizing		B&W Maintenance	N
13847 WHITES LEGACY GARAGE	670.37	4 Transactions			
202 DEPT Total:	750.14	Boat & Water	4 Vendors	7 Transactions	
206 DEPT		Forfeitures			
86359 Aitkin Co Attorney					
01-206-000-0000-6409	49.00	20-1199 currency forfeiture		Forfeiture Supplies	N
86359 Aitkin Co Attorney	49.00	1 Transactions			
9429 State Treasurer's Office General Acct.					
01-206-000-0000-6409	24.50	20-1199 currency forfeiture		Forfeiture Supplies	N
9429 State Treasurer's Office General Acct.	24.50	1 Transactions			
206 DEPT Total:	73.50	Forfeitures	2 Vendors	2 Transactions	
252 DEPT		Corrections			
86467 Auto Value Aitkin					
01-252-000-0000-6254	93.99	SHERIFF generator battery	40168044	Utilities & Heating	N
86467 Auto Value Aitkin	93.99	1 Transactions			
246 Brothers Fire & Security					
01-252-000-0000-6231	185.00	2020 sprinkler insp final	36234	Services & Labor (Incl Contracts)	N
246 Brothers Fire & Security	185.00	1 Transactions			
163 Charter Communications					
01-252-252-0000-6405	197.52	inmate cable	6081102820	Prisoner Welfare	N
163 Charter Communications	197.52	1 Transactions			
9145 Correctional Dentistry LLC					
01-252-000-0000-6262	685.00	W- J oral care	10/22/2020	Medical Expenses & Supplies - Inmat	6

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9145 Correctional Dentistry LLC		685.00		1 Transactions	
1775 Galls LLC					
01- 252- 000- 0000- 6410		492.17	supershirts Krista, Shelly	16719347	Clothing Allowance N
01- 252- 000- 0000- 6410		70.68	2 belts - jail	16729531	Clothing Allowance N
01- 252- 000- 0000- 6410		58.89	uniform pant Shelly	16783018	Clothing Allowance N
1775 Galls LLC		621.74		3 Transactions	
14559 Goodin Company					
01- 252- 000- 0000- 6590		225.63	jail faucet	06574735- 00	Repair & Maintenance Supplies N
14559 Goodin Company		225.63		1 Transactions	
11715 Granite Electronics					
01- 252- 000- 0000- 6231		682.43	White Pine site UPS	154005819- 1	Services & Labor (Incl Contracts) N
11715 Granite Electronics		682.43		1 Transactions	
13844 McKesson Medical Surgical					
01- 252- 000- 0000- 6262		24.54	nose clips	14426129	Medical Expenses & Supplies - Inmat N
13844 McKesson Medical Surgical		24.54		1 Transactions	
13691 MEnD Correctional Care, PLLC					
01- 252- 000- 0000- 6262		7,668.85	November healthcare services	5207	Medical Expenses & Supplies - Inmat 6
01- 252- 000- 0000- 6262		2,250.00	Add'l nurse November	5207	Medical Expenses & Supplies - Inmat 6
13691 MEnD Correctional Care, PLLC		9,918.85		2 Transactions	
89765 Minnesota Elevator, Inc					
01- 252- 000- 0000- 6231		184.53	November monthly service	879625	Services & Labor (Incl Contracts) N
89765 Minnesota Elevator, Inc		184.53		1 Transactions	
9692 Minnesota Energy Resources Corporation					
01- 252- 000- 0000- 6254		44.82	STS GAS SERVICE	0506726121	Utilities & Heating N
9692 Minnesota Energy Resources Corporation		44.82		1 Transactions	
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418		182.24	groceries	10002420296009	Groceries N
01- 252- 000- 0000- 6418		114.72	groceries	10002420303010	Groceries N
3789 Pan- O- Gold Baking Company		296.96		2 Transactions	
11947 Phoenix Supply					

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11947 Phoenix Supply		inmate clothing	21278	Inmate Supplies	N
		1 Transactions			
3950 Public Utilities		Utilities	1431-00	Utilities & Heating	N
		Utilities	507-00	Utilities & Heating	N
		Utilities	512-00	Utilities & Heating	N
3950 Public Utilities		3 Transactions			
9295 Reinhart Foodservice		duplicate payment	2323	Groceries	Y
		groceries	404137	Groceries	Y
		groceries	410757	Groceries	Y
		diced chicken breast	410772	Groceries	Y
		return milk	412944	Groceries	Y
9295 Reinhart Foodservice		5 Transactions			
9499 Reliance Telephone Systems, Inc		phone cards	D-25167	Phone Card Prisoner Welfare	N
9499 Reliance Telephone Systems, Inc		1 Transactions			
84172 Riverwood Healthcare Center		V.S. medical care	10311301300	Medical Expenses & Supplies - Inmat	6
		B.C. medical care	10575809301	Medical Expenses & Supplies - Inmat	6
		V.S. medical care	9870227201	Medical Expenses & Supplies - Inmat	6
84172 Riverwood Healthcare Center		3 Transactions			
4761 Sysco Minnesota Inc		groceries	153815955	Groceries	N
4761 Sysco Minnesota Inc		1 Transactions			
86235 The Office Shop Inc		Post 2 toner	313341-0	Office & Computer Supplies	N
		booking copier contract	313520-0	Services & Labor (Incl Contracts)	N
86235 The Office Shop Inc		2 Transactions			
999999000 Wenell- Jack/Stanley		refund medical co- pay		Medical Co Pay From Inmates	N

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
999999000 Wenell- Jack/Stanley		10.00		1 Transactions	
5295 Ziegler Inc					
01- 252- 000- 0000- 6231		1,634.06	CatG25LTA2 Lev 3 Insp	SW050349209	Services & Labor (Incl Contracts) N
01- 252- 000- 0000- 6231		2,702.69	Cat3306 Lev 4 Insp	SW050349210	Services & Labor (Incl Contracts) N
5295 Ziegler Inc		4,336.75		2 Transactions	
252 DEPT Total:		33,278.97	Corrections	21 Vendors	35 Transactions
253 DEPT			Sentence to Serve		
15239 AT&T Mobility					
01- 253- 000- 0000- 6250		32.98	STS air card	287258495419	Telephone N
15239 AT&T Mobility		32.98		1 Transactions	
2340 Hyytinen Hardware Hank					
01- 253- 000- 0000- 6405		18.87	cable ties	1613626	Operating Supplies N
2340 Hyytinen Hardware Hank		18.87		1 Transactions	
5551 Unclaimed Freight North					
01- 253- 000- 0000- 6405		2.19	remainder of invoice	10- 05- 2020	Operating Supplies N
5551 Unclaimed Freight North		2.19		1 Transactions	
253 DEPT Total:		54.04	Sentence to Serve	3 Vendors	3 Transactions
257 DEPT			Community Corrections		
10495 Arrowhead Juvenile Center					
01- 257- 255- 0000- 6204		1,500.00	Juv Det Fee	202044	Juvenile Detention N
10495 Arrowhead Juvenile Center		1,500.00		1 Transactions	
11997 Minnesota Monitoring, Inc					
01- 257- 258- 0000- 6342		333.00	EHM Equip Rental	13027	Equipment Rental/Contracts- Home M N
11997 Minnesota Monitoring, Inc		333.00		1 Transactions	
10930 Tidholm Productions					
01- 257- 267- 0000- 6269		447.68	Business Cards	1525 9366	Professional Services Y
10930 Tidholm Productions		447.68		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
257 DEPT Total:		2,280.68	Community Corrections	3 Vendors	3 Transactions
391 DEPT			Solid Waste		
1754 Garrison Disposal Company, Inc 01-391-060-0000-6360		8,484.51	Mo. Recycling		Recycling Contract N
1754 Garrison Disposal Company, Inc		8,484.51		1 Transactions	
9122 Kangas Sewer Service 01-391-000-0000-6231		600.00	Portable toilet	19730	Services, Labor, & Minor Contracts Y
9122 Kangas Sewer Service		600.00		1 Transactions	
391 DEPT Total:		9,084.51	Solid Waste	2 Vendors	2 Transactions
392 DEPT			Water Wells		
2353 Idexx Laboratories, Inc 01-392-000-0000-6405		860.73	Gamma Irrad Colilert 100ML	3073687298	Office & Film Supplies N
2353 Idexx Laboratories, Inc		860.73		1 Transactions	
392 DEPT Total:		860.73	Water Wells	1 Vendors	1 Transactions
1 Fund Total:		132,309.50	General Fund		170 Transactions

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WLC1
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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 Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
9487	JOHNSON/TROY						
	03- 000- 000- 0000- 5857		500.00	DEPOSIT REFUND		Culverts	N
9487	JOHNSON/TROY		500.00		1 Transactions		
0	DEPT Total:		500.00	Undesignated		1 Vendors	1 Transactions
301	DEPT			R&B Administration			
10855	Culligan						
	03- 301- 000- 0000- 6400		22.60	WATER	512852	Supplies And Materials	N
	03- 301- 000- 0000- 6400		10.50	RENTAL- NOV	STMT	Supplies And Materials	N
10855	Culligan		33.10		2 Transactions		
	11406 Innovative Office Solutions, LLC						
	03- 301- 000- 0000- 6400		192.19	OFFICE SUPPLIES	IN3151758	Supplies And Materials	N
11406	Innovative Office Solutions, LLC		192.19		1 Transactions		
301	DEPT Total:		225.29	R&B Administration		2 Vendors	3 Transactions
303	DEPT			R&B Highway Maintenance			
170	Aitkin Motor Company						
	03- 303- 000- 0000- 6590		270.00	REPAIR PARTS	15336	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		270.00		1 Transactions		
	10447 American Steel Supply LLC						
	03- 303- 000- 0000- 6523		3,181.96	MAILBOX SUPPORTS	100594	Misc Bldg & Shop Supplies	N
10447	American Steel Supply LLC		3,181.96		1 Transactions		
	7050 Anderson Brothers Construction						
	03- 303- 000- 0000- 6521		5,375.00	REPLACE CULVERTS	13841	Maintenance Supplies	N
7050	Anderson Brothers Construction		5,375.00		1 Transactions		
	10452 AT&T Mobility						
	03- 303- 000- 0000- 6254		32.98	PAUL'S IPAD SVC	287266104878X1	Utilities	N
10452	AT&T Mobility		32.98		1 Transactions		
	86467 Auto Value Aitkin						
	03- 303- 000- 0000- 6590		13.42	FILTERS	40166676	Repair & Maintenance Supplies	N

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
		5.49	REPAIR PARTS	40166759	Repair & Maintenance Supplies N
		55.80	FILTERS	40166815	Repair & Maintenance Supplies N
		273.92	REPAIR PARTS	40167953	Repair & Maintenance Supplies N
86467 Auto Value Aitkin		348.63			4 Transactions
8674 Boyer Trucks					
		1,443.37	REPAIR PARTS	86171R	Repair & Maintenance Supplies N
		76.20	REPAIR PARTS	86639R	Repair & Maintenance Supplies N
8674 Boyer Trucks		1,519.57			2 Transactions
8048 Cemstone Products Co					
		4,937.76	SALT SAND	a6140227	Winter Sand N
		5,215.86	SALT SAND	A6140297	Winter Sand N
		4,460.88	SALT SAND	A6140392	Winter Sand N
		170.70	SALT SAND	A6140479	Winter Sand N
8048 Cemstone Products Co		14,785.20			4 Transactions
163 Charter Communications					
		141.76	PHONE: HWY OFFICE	0-022823101920	Utilities N
163 Charter Communications		141.76			1 Transactions
14887 Cintas Corporation					
		17.72	SHOP LAUNDRY	4065366811	Shop Maintenance N
		50.62	SHOP LAUNDRY	4066077884	Shop Maintenance N
14887 Cintas Corporation		68.34			2 Transactions
8618 Compass Minerals America					
		3,490.17	DE- ICING SALT	694798	De- Icing Salt N
		1,754.95	DE- ICING SALT	700507	De- Icing Salt N
8618 Compass Minerals America		5,245.12			2 Transactions
2763 Countryside Sanitation					
		76.05	NOV PALISADE	181011	Utilities Y
		111.15	NOV MCGREGOR	181105	Utilities Y
2763 Countryside Sanitation		187.20			2 Transactions
13892 COURIER/DON					
		126.00	WORK BOOTS REIMBURSEMENT	65140356041	Safety Footwear N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13892 COURIER/DON					
				1 Transactions	
7935 East Central Energy					
03- 303- 000- 0000- 6254	74.72	SEPT/OCT POWER- MCGRATH	35018290	Utilities	N
03- 303- 000- 0000- 6254	42.70	SEPT/OCT POWER- STREET LIGHT	35018408	Utilities	N
7935 East Central Energy	117.42			2 Transactions	
11180 Fastenal Company					
03- 303- 000- 0000- 6298	11.43	AITKIN SHOP SUPPLIES	MNBAX240454	Shop Maintenance	N
11180 Fastenal Company	11.43			1 Transactions	
9335 Flier/Randy					
03- 303- 000- 0000- 6411	145.00	WORK BOOTS REIMBURSEMENT	BERMELS	Safety Footwear	N
9335 Flier/Randy	145.00			1 Transactions	
13910 FLIER/RICK					
03- 303- 000- 0000- 6411	145.00	WORK BOOTS REIMBURSEMENT	BERMELS	Safety Footwear	N
13910 FLIER/RICK	145.00			1 Transactions	
8622 Frontier					
03- 303- 000- 0000- 6254	72.10	JACOBSON	218- 752- 6591	Utilities	N
03- 303- 000- 0000- 6254	72.10	MCGREGOR	218- 768- 4481	Utilities	N
03- 303- 000- 0000- 6254	72.10	PALISADE	218- 845- 2607	Utilities	N
03- 303- 000- 0000- 6254	92.10	MCGRATH	320- 592- 3580	Utilities	N
8622 Frontier	308.40			4 Transactions	
1754 Garrison Disposal Company, Inc					
03- 303- 000- 0000- 6254	140.28	AITKIN SHOP	149051	Utilities	N
1754 Garrison Disposal Company, Inc	140.28			1 Transactions	
91187 Lake Country Power					
03- 303- 000- 0000- 6254	52.91	SEPT/OCT CSAH 14	141979801	Utilities	N
03- 303- 000- 0000- 6254	51.54	SEPT/OCT CSAH 6	141979901	Utilities	N
91187 Lake Country Power	104.45			2 Transactions	
15300 MCGREGOR ACE HARDWARE					
03- 303- 000- 0000- 6298	15.29	MCGREGOR SHOP SUPPLIES	2010- 083474	Shop Maintenance	N
15300 MCGREGOR ACE HARDWARE	15.29			1 Transactions	

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
14155	Minnesota Beaver Control LLC					
	03- 303- 000- 0000- 6521		BEAVER REMOVAL	268638	Maintenance Supplies	Y
	03- 303- 000- 0000- 6521	100.00	MILEAGE	268638	Maintenance Supplies	Y
14155	Minnesota Beaver Control LLC					
		187.00		2 Transactions		
9692	Minnesota Energy Resources Corporation					
	03- 303- 000- 0000- 6297	67.74	NAT GAS: AITKIN SHOP	OCT	Shop Fuel	N
9692	Minnesota Energy Resources Corporation					
		67.74		1 Transactions		
3555	Newman Signs					
	03- 303- 000- 0000- 6516	656.32	RESIDENTIAL E- 911 SIGNS	TRFINV026206	Signs & Posts	N
3555	Newman Signs					
		656.32		1 Transactions		
9491	NISTLER/ANTHONY					
	03- 303- 000- 0000- 6524	10,400.00	SALT SAND	79	Winter Sand	N
9491	NISTLER/ANTHONY					
		10,400.00		1 Transactions		
9179	NORTH CENTRAL INTERNATIONAL, LLC					
	03- 303- 000- 0000- 6590	457.63	REPAIR PARTS	176884	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590	449.72	REPAIR PARTS	853815	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC					
		907.35		2 Transactions		
13075	Northern Tool & Equipment					
	03- 303- 000- 0000- 6590	744.69	REPAIR PARTS	46173310	Repair & Maintenance Supplies	N
13075	Northern Tool & Equipment					
		744.69		1 Transactions		
8436	Northland Parts					
	03- 303- 000- 0000- 6590	5.38	REPAIR PARTS	412213	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590	157.31	REPAIR PARTS	413380	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590	1.58	REPAIR PARTS	413408	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590	73.96	REPAIR PARTS	413486	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6298	22.49	MCGREGOR SHOP SUPPLIES	413525	Shop Maintenance	N
8436	Northland Parts					
		260.72		5 Transactions		
10412	O'Reilly Auto Parts					
	03- 303- 000- 0000- 6298	23.88	AITKIN SHOP SUPPLIES	1878- 171084	Shop Maintenance	N
	03- 303- 000- 0000- 6298	71.64	AITKIN SHOP SUPPLIES	1878- 471086	Shop Maintenance	N
10412	O'Reilly Auto Parts					
		95.52		2 Transactions		

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8537 Powerplan OIB					
03-303-000-0000-6590		REPAIR PARTS	2007020	Repair & Maintenance Supplies	N
03-303-000-0000-6590		REPAIR LABOR	2007020	Repair & Maintenance Supplies	N
8537 Powerplan OIB					
	462.19				
	705.00				
	1,167.19	2 Transactions			
3950 Public Utilities					
03-303-000-0000-6254		HWY 47 & CR 12	1686-00	Utilities	N
03-303-000-0000-6254		HWY 210 W & CR 28	59455-00	Utilities	N
03-303-000-0000-6254		AITKIN SHOP: WATER	63335-00	Utilities	N
03-303-000-0000-6254		HWY 210/169 E & CR 12	63388-00	Utilities	N
3950 Public Utilities					
	48.83				
	43.88				
	96.63				
	51.69				
	241.03	4 Transactions			
13116 Rally Snares					
03-303-000-0000-6521		MILEAGE	8/25-10/27/20	Maintenance Supplies	Y
03-303-000-0000-6521		DAM REMOVAL LABOR	8/25-10/27/20	Maintenance Supplies	Y
03-303-000-0000-6521		BEAVER REMOVAL	8/25-10/27/20	Maintenance Supplies	Y
13116 Rally Snares					
	1,570.95				
	712.50				
	2,600.00				
	4,883.45	3 Transactions			
12788 Timmer Implement of Aitkin					
03-303-000-0000-6590		REPAIR PARTS	IA19018	Repair & Maintenance Supplies	N
03-303-000-0000-6590		REPAIR PARTS	IA19037	Repair & Maintenance Supplies	N
12788 Timmer Implement of Aitkin					
	12.24				
	9.62				
	21.86	2 Transactions			
4988 Viking Industrial Center					
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	3199504	Shop Maintenance	N
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	3200867	Shop Maintenance	N
4988 Viking Industrial Center					
	152.75				
	269.83				
	422.58	2 Transactions			
9642 WEX BANK					
03-303-000-0000-6513		REBATE	9/8-10/7/20	Motor Fuel & Lubricants	N
03-303-000-0000-6513		GASOLINE	9/8-10/7/20	Motor Fuel & Lubricants	N
9642 WEX BANK					
	3.42				
	3,222.26				
	3,218.84	2 Transactions			
8279 Winzer Franchise Company					
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	6727283	Shop Maintenance	N
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	6734370	Shop Maintenance	N
8279 Winzer Franchise Company					
	1,074.19				
	881.44				
	1,955.63	2 Transactions			
5295 Ziegler Inc					

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
03- 303- 000- 0000- 6590		REPAIR PARTS	PC190098765	Repair & Maintenance Supplies	N
5295 Ziegler Inc					
	106.41				
	106.41		1 Transactions		
303 DEPT Total:	57,605.36	R&B Highway Maintenance	36 Vendors	68 Transactions	
307 DEPT		R&B Capital Infrastructure			
8694 Department of Transportation					
03- 307- 000- 0000- 6260		JOB COST TRANSFERS	P00012538	Professional Services	N
8694 Department of Transportation					
	1,853.13				
	1,853.13		1 Transactions		
307 DEPT Total:	1,853.13	R&B Capital Infrastructure	1 Vendors	1 Transactions	
308 DEPT		R&B Equipment & Facilities			
170 Aitkin Motor Company					
03- 308- 000- 0000- 6600		2020 F550 SUPERDUTY	1FD0W5HT2LEE47	Capital Outlay- Facilities	N
170 Aitkin Motor Company					
	52,327.73				
	52,327.73		1 Transactions		
308 DEPT Total:	52,327.73	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3 Fund Total:	112,511.51	Road & Bridge		74 Transactions	

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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
400 DEPT		Public Health Department			
8239 Ameripride Linen & Apparel Services					
05- 400- 440- 0410- 6422		5.42 Cleaning Supplies	2201385412	Janitorial Services/Supplies	N
		10/06/2020			
05- 400- 440- 0410- 6422		5.42 Cleaning Supplies	2201396047	Janitorial Services/Supplies	N
		11/03/2020			
8239 Ameripride Linen & Apparel Services		10.84		2 Transactions	
10855 Culligan					
05- 400- 440- 0410- 6301		31.80 Cooler Rental Service	150- 10016285- 1	Equipment Lease/Space Rental	N
		11/01/2020		11/30/2020	
10855 Culligan		31.80		1 Transactions	
2386 Information Systems Corp					
05- 400- 440- 0410- 6300		171.26 Nexsan Assureon Support	25503	Maintenance/Service Contracts	N
2386 Information Systems Corp		171.26		1 Transactions	
89765 Minnesota Elevator, Inc					
05- 400- 440- 0410- 6300		29.81 Elevator Service - Nov '20	880072	Maintenance/Service Contracts	N
		11/01/2020		11/30/2020	
89765 Minnesota Elevator, Inc		29.81		1 Transactions	
3950 Public Utilities					
05- 400- 440- 0410- 6254		370.21 Electric Bill	1433- 00	Utilities- Gas and Electric	N
		09/16/2020		10/16/2020	
3950 Public Utilities		370.21		1 Transactions	
86235 The Office Shop Inc					
05- 400- 440- 0410- 6405		90.90 Tri Color Ink	1086202- 0	Office Supplies	N
		10/02/2020			
05- 400- 440- 0410- 6405		83.80 Black Inc	1086202- 1	Office Supplies	N
		10/08/2020			
05- 400- 440- 0410- 6405		24.18 Wall/Desk Calendar (EM,AB)	1086315- 0	Office Supplies	N
		10/05/2020			
05- 400- 440- 0410- 6405		1.82 Calendar - (SM)	1086315- 0	Office Supplies	N
		10/05/2020			
05- 400- 440- 0410- 6405		5.39 Planners	1086315- 0	Office Supplies	N
		10/05/2020			
05- 400- 410- 0413- 6405		17.69 Planner (ES)	1086354- 0	Office Supplies	N

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WLC1
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5 Health & Human Services

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formular Description	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
05-400-440-0410-6405		9.25	10/06/2020 Gue / #11 Blades	1086405-0	Office Supplies	N
05-400-440-0410-6405		5.77	10/07/2020 6x9 Envelopes	1086963-1	Office Supplies	N
05-400-440-0410-6405		5.71	10/23/2020 Copy Paper	1087054-0	Office Supplies	N
05-400-440-0410-6405		9.35	10/21/2020 Markers	1087122-0	Office Supplies	N
05-400-440-0410-6405		1.51	10/22/2020 Agency- Protractor/Utility Knif	313134-0	Office Supplies	N
05-400-440-0410-6300		49.17	10/07/2020 OSS- Copier Contract IRC5550I	313464-0	Maintenance/Service Contracts	N
05-400-440-0410-6300			10/29/2020			
86235 The Office Shop Inc		304.54				
			12 Transactions			
400 DEPT Total:		918.46	Public Health Department	6 Vendors	18 Transactions	
420 DEPT			Income Maintenance			
8239 Ameripride Linen & Apparel Services						
05-420-600-4800-6422		11.17	Cleaning Supplies	2201385412	Janitorial Services/Supplies	N
05-420-600-4800-6422		11.17	10/06/2020 Cleaning Supplies	2201396047	Janitorial Services/Supplies	N
05-420-600-4800-6422			11/03/2020			
8239 Ameripride Linen & Apparel Services		22.34				
			2 Transactions			
10855 Culligan						
05-420-600-4800-6301		65.59	Cooler Rental Service	150-10016285-1	Equipment Lease/Space Rental	N
			11/01/2020 11/30/2020			
10855 Culligan		65.59				
			1 Transactions			
11984 DataBank IMX						
05-420-600-4800-6239		7,627.09	EDOCS - Maintenance	MO45001137	Software Fees/License Fees	Y
			01/01/2021 12/31/2021			
11984 DataBank IMX		7,627.09				
			1 Transactions			
11051 Department of Human Services						
05-420-610-4100-6011		37.50	MAXIS MFIP RECOV STATE	A300MX01209I	County Share- Afdc/Mfip	N
			07/01/2020 07/31/2020			
05-420-620-4100-6011		52.00	MAXIS GA RECOVERIES	A300MX01209I	County Share - Ga	N

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 5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>	
05-420-620-4100-6011		07/01/2020 07/31/2020 MAXIS GRH RECOVERIES	A300MX01209I	County Share - Ga	N
05-420-630-4100-6011		07/01/2020 07/31/2020 MAXIS FS RECOVERIES	A300MX01209I	County Share- Food Support	N
05-420-630-4100-6011		07/01/2020 07/31/2020 MAXIS MFIP FS RECOVERIES	A300MX01209I	County Share- Food Support	N
05-420-610-4100-6011		07/01/2020 07/31/2020 MAXIS MFIP RECOV TANF	A300MX01210I	County Share- Afdc/Mfip	N
05-420-610-4100-6011		08/01/2020 08/31/2020 MAXIS MFIP RECOV STATE	A300MX01210I	County Share- Afdc/Mfip	N
05-420-620-4100-6011		08/01/2020 08/31/2020 MAXIS GA RECOVERIES	A300MX01210I	County Share - Ga	N
05-420-620-4100-6011		08/01/2020 08/31/2020 MAXIS GRH RECOVERIES	A300MX01210I	County Share - Ga	N
05-420-630-4100-6011		08/01/2020 08/31/2020 MAXIS MFIP FS RECOVERIES	A300MX01210I	County Share- Food Support	N
11051 Department of Human Services		08/01/2020 08/31/2020 10 Transactions			
2386 Information Systems Corp					
05-420-600-4800-6300		Nexsan Assureon Support	25503	Maintenance/Service Contracts	N
2386 Information Systems Corp		1 Transactions			
89765 Minnesota Elevator, Inc					
05-420-600-4800-6300		Elevator Service - Nov '20	880072	Maintenance/Service Contracts	N
		11/01/2020 11/30/2020			
89765 Minnesota Elevator, Inc		1 Transactions			
3950 Public Utilities					
05-420-600-4800-6254		Electric Bill	1433-00	Utilities- Gas and Electric	N
		09/16/2020 10/16/2020			
3950 Public Utilities		1 Transactions			
13025 ST LOUIS COUNTY AUDITOR					
05-420-600-4800-6239		Reg 3 EDMS- IT Support Qtr 3 20	00000830	Software Fees/License Fees	N
		07/01/2020 09/30/2020			
13025 ST LOUIS COUNTY AUDITOR		1 Transactions			
86235 The Office Shop Inc					

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WLC1
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
05- 420- 600- 4800- 6405		Calendar/Planner (CH,JH) 10/05/2020	1086315- 0	Office Supplies	N
05- 420- 600- 4800- 6405		Calendar - (SM) 10/05/2020	1086315- 0	Office Supplies	N
05- 420- 600- 4800- 6405		Planners 10/05/2020	1086315- 0	Office Supplies	N
05- 420- 600- 4800- 6405		Planner (DJ) 10/09/2020	1086315- 1	Office Supplies	N
05- 420- 600- 4800- 6405		Gue / #11 Blades 10/07/2020	1086405- 0	Office Supplies	N
05- 420- 600- 4800- 6405		6x9 Envelopes 10/23/2020	1086963- 1	Office Supplies	N
05- 420- 600- 4800- 6405		Copy Paper 10/21/2020	1087054- 0	Office Supplies	N
05- 420- 600- 4800- 6405		Markers 10/22/2020	1087122- 0	Office Supplies	N
05- 420- 600- 4800- 6405		Agency- Protractor/Utility Knif 10/07/2020	313134- 0	Office Supplies	N
05- 420- 600- 4800- 6300		OSS- Copier Contract IRC5550I 10/29/2020	313464- 0	Maintenance/Service Contracts	N
86235 The Office Shop Inc					
		247.48	10 Transactions		
420 DEPT Total:		14,456.94	Income Maintenance	9 Vendors	28 Transactions
430 DEPT			Social Services		
8239 Ameripride Linen & Apparel Services					
05- 430- 700- 4800- 6422		17.26	Cleaning Supplies 10/06/2020	2201385412	Janitorial Services/Supplies N
05- 430- 700- 4800- 6422		17.26	Cleaning Supplies 11/03/2020	2201396047	Janitorial Services/Supplies N
8239 Ameripride Linen & Apparel Services		34.52		2 Transactions	
10855 Culligan					
05- 430- 700- 4800- 6301		101.36	Cooler Rental Service 11/01/2020 11/30/2020	150- 10016285- 1	Equipment Lease/Space Rental N
10855 Culligan		101.36		1 Transactions	
2386 Information Systems Corp					
05- 430- 700- 4800- 6300		545.88	Nexsan Assureon Support	25503	Maintenance/Service Contracts N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
 11/10/20 11:03AM
 5 Health & Human Services

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formulari Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
2386 Information Systems Corp		545.88				
			1 Transactions			
89765 Minnesota Elevator, Inc						
05- 430- 700- 4800- 6300		95.03	Elevator Service - Nov '20	880072	Maintenance/Service Contracts	N
			11/01/2020 11/30/2020			
89765 Minnesota Elevator, Inc		95.03				
			1 Transactions			
3950 Public Utilities						
05- 430- 700- 4800- 6254		1,180.06	Electric Bill	1433- 00	Utilities- Gas and Electric	N
			09/16/2020 10/16/2020			
3950 Public Utilities		1,180.06				
			1 Transactions			
86235 The Office Shop Inc						
05- 430- 700- 4800- 6405		5.82	Calendar - (SM)	1086315- 0	Office Supplies	N
			10/05/2020			
05- 430- 700- 4800- 6405		77.69	Planner (AG/RP/CS/BC)	1086315- 0	Office Supplies	N
			10/05/2020			
05- 430- 700- 4800- 6405		17.18	Planners	1086315- 0	Office Supplies	N
			10/05/2020			
05- 430- 700- 4800- 6405		29.46	Gue / #11 Blades	1086405- 0	Office Supplies	N
			10/07/2020			
05- 430- 700- 4800- 6405		18.38	6x9 Envelopes	1086963- 1	Office Supplies	N
			10/23/2020			
05- 430- 700- 4800- 6405		18.21	Copy Paper	1087054- 0	Office Supplies	N
			10/21/2020			
05- 430- 700- 4800- 6405		29.84	Markers	1087122- 0	Office Supplies	N
			10/22/2020			
05- 430- 700- 4800- 6405		4.83	Agency- Protractor/Utility Knif	313134- 0	Office Supplies	N
			10/07/2020			
05- 430- 700- 4800- 6300		156.75	OSS- Copier Contract IRC5550I	313464- 0	Maintenance/Service Contracts	N
			10/29/2020			
86235 The Office Shop Inc		358.16				
			9 Transactions			
430 DEPT Total:		2,315.01	Social Services	6 Vendors	15 Transactions	
5 Fund Total:		17,690.41	Health & Human Services		61 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
943	Cook Logging 10- 900- 000- 0000- 2300		4,737.27	Bond Refund	13830	Timber Permit Bonds	N
	10- 900- 000- 0000- 2300		1,180.04	Bond Refund	13961	Timber Permit Bonds	N
943	Cook Logging		5,917.31		2 Transactions		
13493	Kerr Logging/Steve 10- 900- 000- 0000- 2300		575.90	Bond Refund	13773	Timber Permit Bonds	N
13493	Kerr Logging/Steve		575.90		1 Transactions		
9519	Newberg Forest Products 10- 900- 000- 0000- 2300		1,926.91	Bond Refund	14184	Timber Permit Bonds	Y
9519	Newberg Forest Products		1,926.91		1 Transactions		
5938	Rieger Logging 10- 900- 000- 0000- 2300		4,856.70	Bond Refund	13762	Timber Permit Bonds	N
5938	Rieger Logging		4,856.70		1 Transactions		
5791	Sappi 10- 900- 000- 0000- 2300		1,629.68	Bond Refund	14159	Timber Permit Bonds	N
5791	Sappi		1,629.68		1 Transactions		
9286	Stangler Logging 10- 900- 000- 0000- 2300		780.00	Bond Refund	14011	Timber Permit Bonds	N
	10- 900- 000- 0000- 2300		367.03	Bond Refund	14057	Timber Permit Bonds	N
9286	Stangler Logging		1,147.03		2 Transactions		
14341	Timberline Trucking 10- 900- 000- 0000- 2300		762.03	Bond Refund		Timber Permit Bonds	N
14341	Timberline Trucking		762.03		1 Transactions		
900	DEPT Total:		16,815.56	Timber Permit Bonds	7 Vendors	9 Transactions	
921	DEPT			Co. Development			
2386	Information Systems Corp 10- 921- 000- 0000- 6405		356.79	Nexsan Assureon Support	25503	Office Supplies	N
2386	Information Systems Corp		356.79		1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
921 DEPT Total:		356.79	Co. Development	1 Vendors	1 Transactions
923 DEPT			Forfeited Tax Sales		
90762 Aitkin Co License Center					
10- 923- 000- 0000- 6374		19.25	2018 PJ Trailer - tabs	189740	Auto & Trailer License N
90762 Aitkin Co License Center		19.25		1 Transactions	
15240 AT&T Mobility					
10- 923- 000- 0000- 6250		562.45	Cell bill	287257204209	Telephone N
15240 AT&T Mobility		562.45		1 Transactions	
943 Cook Logging					
10- 923- 000- 0000- 6820		2,053.23	Overappraisal	13830	Refunds & Reimbursements N
10- 923- 000- 0000- 6820		439.03	Overappraisal	13961	Refunds & Reimbursements N
943 Cook Logging		2,492.26		2 Transactions	
10855 Culligan					
10- 923- 000- 0000- 6254		34.50	Monthly water supplies	150- 10046456- 2	Utilities N
10855 Culligan		34.50		1 Transactions	
1754 Garrison Disposal Company, Inc					
10- 923- 000- 0000- 6254		110.30	ACLD - garbage	148963	Utilities N
1754 Garrison Disposal Company, Inc		110.30		1 Transactions	
9692 Minnesota Energy Resources Corporation					
10- 923- 000- 0000- 6254		123.73	gas service- shop	0502544561	Utilities N
9692 Minnesota Energy Resources Corporation		123.73		1 Transactions	
9519 Newberg Forest Products					
10- 923- 000- 0000- 6820		2,251.91	Overappraisal	14184	Refunds & Reimbursements Y
9519 Newberg Forest Products		2,251.91		1 Transactions	
3760 Palisade Cooperative Oil Assoc					
10- 923- 000- 0000- 6511		3.63	Fuel	455741	Gas And Oil N
10- 923- 000- 0000- 6511		75.00	#2 Dyed Constr #402	455967	Gas And Oil N
3760 Palisade Cooperative Oil Assoc		78.63		2 Transactions	
5938 Rieger Logging					
10- 923- 000- 0000- 6820		5,801.24	Overappraisal	13762	Refunds & Reimbursements N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
10 Trust

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular 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>
5938 Rieger Logging		5,801.24	1 Transactions		
5791 Sappi					
10- 923- 000- 0000- 6820		8,119.89	Overappraisal	14159	Refunds & Reimbursements N
5791 Sappi		8,119.89	1 Transactions		
9286 Stangler Logging					
10- 923- 000- 0000- 6820		580.44	Overappraisal	14011	Refunds & Reimbursements N
10- 923- 000- 0000- 6820		981.41	Overappraisal	14057	Refunds & Reimbursements N
9286 Stangler Logging		1,561.85	2 Transactions		
14341 Timberline Trucking					
10- 923- 000- 0000- 6820		585.83	Overappraisal	14037	Refunds & Reimbursements N
14341 Timberline Trucking		585.83	1 Transactions		
9642 WEX BANK					
10- 923- 000- 0000- 6511		2,182.45	Sept Fuel	67997333	Gas And Oil N
9642 WEX BANK		2,182.45	1 Transactions		
923 DEPT Total:		23,924.29	Forfeited Tax Sales	13 Vendors	16 Transactions
10 Fund Total:		41,096.64	Trust		26 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
11/10/20 11:03AM
11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
925 DEPT		Resource Management			
7062 Kern Excavating LLC		Chipper Trail	102920B	Services, Labor, Contracts	Y
11- 925- 000- 0000- 6231					
7062 Kern Excavating LLC		1 Transactions			
3,097.50					
9518 Lawrence Valuation Service LLC		CPL Grant- Lambrecht Land	142	Services, Labor, Contracts	Y
11- 925- 000- 0000- 6231					
9518 Lawrence Valuation Service LLC		1 Transactions			
1,950.00					
12927 Midwest Machinery Co.		John Deere 42x- repair	388646	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590					
12927 Midwest Machinery Co.		1 Transactions			
466.90					
14012 Minnesota State Forest Nursery		Tamarack Seed Extr	S- ORD101609	Timber Improvement	N
11- 925- 000- 0000- 6273					
11- 925- 000- 0000- 6273		Tamarack Seed- Dry/Prep	S- ORD101626	Timber Improvement	N
14012 Minnesota State Forest Nursery		2 Transactions			
3,219.96					
8436 Northland Parts		Battery - #065	412592	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590					
11- 925- 000- 0000- 6590		Economy AW32 - #402	412601	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590		Oil/Filter- LL White truck	413363	Repair & Maintenance Supplies	N
8436 Northland Parts		3 Transactions			
233.45					
925 DEPT Total:		Resource Management	5 Vendors	8 Transactions	
16,842.81					
939 DEPT		County Surveyor			
15240 AT&T Mobility		Cell bill	287257204209	Telephone	N
11- 939- 000- 0000- 6250					
15240 AT&T Mobility		1 Transactions			
46.87					
15226 Data Activation Center		1 GB Annual Subscription	90281	Office & Computer Supplies	N
11- 939- 000- 0000- 6405					
15226 Data Activation Center		1 Transactions			
270.00					
270.00					
939 DEPT Total:		County Surveyor	2 Vendors	2 Transactions	
316.87					
11 Fund Total:		Forest Development		10 Transactions	
17,159.68					

WLC1
 11/10/20 11:03AM
 21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
1754	Garrison Disposal Company, Inc		Aitkin Co Camp - garbage	148964	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231					
1754	Garrison Disposal Company, Inc					
		100.00				
		100.00				
7062	Kern Excavating LLC		Gravel- Blind Lake ATV	102920B	Trail Grants- State	Y
	21- 520- 000- 0000- 6802	Q				
7062	Kern Excavating LLC					
		2,788.50				
		2,788.50				
3760	Palisade Cooperative Oil Assoc		Tire labor, valve stem	455814	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231					
3760	Palisade Cooperative Oil Assoc					
		14.50				
		14.50				
3950	Public Utilities		Utilities	1670- 00	Utilities	N
	21- 520- 000- 0000- 6254					
	21- 520- 000- 0000- 6254		Utilities	1671- 00	Utilities	N
	21- 520- 000- 0000- 6254		Utilities	348- 00	Utilities	N
3950	Public Utilities					
		63.71				
		139.49				
		198.02				
		401.22				
			3 Transactions			
520	DEPT Total:		Parks	4 Vendors	6 Transactions	
		3,304.22				
21	Fund Total:		Parks		6 Transactions	
		3,304.22				
	Final Total:		209 Vendors	347 Transactions		
		324,071.96				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name	
	1	132,309.50	General Fund	
	3	112,511.51	Road & Bridge	
	5	17,690.41	Health & Human Services	
	10	41,096.64	Trust	
	11	17,159.68	Forest Development	
	21	3,304.22	Parks	
All Funds		324,071.96	Total	Approved by,
			
			

2E



Aitkin County

WLC1
11/10/20 1:36PM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Reb Contract Payment

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
 11/10/20 1:36PM
 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>
307 DEPT			R&B Capital Infrastructure		
9350 PCIRoads, LLC			Partial Payment #3	20201	Contract Payments N
03- 307- 000- 0000- 6262		17,207.40	09/05/2020 11/04/2020		
9350 PCIRoads, LLC		17,207.40	1 Transactions		
307 DEPT Total:		17,207.40	R&B Capital Infrastructure	1 Vendors	1 Transactions
3 Fund Total:		17,207.40	Road & Bridge		1 Transactions
Final Total:		17,207.40	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	17,207.40	Road & Bridge
All Funds		17,207.40	Total

Approved by,

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Aitkin County



WLC1
11/16/20 9:47AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

CARES Grants, Round 2

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
11/16/20 9:47AM
22 Coronavirus Relief Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
42	Aitkin Flowers And Gifts 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	N
42	Aitkin Flowers And Gifts		10,000.00		1 Transactions		
9138	ASAP Towing 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	Y
9138	ASAP Towing		10,000.00		1 Transactions		
6038	Beasleys Mississippi Landing Inc 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	N
6038	Beasleys Mississippi Landing Inc		10,000.00		1 Transactions		
14259	Brenda's Country House 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	Y
14259	Brenda's Country House		10,000.00		1 Transactions		
12008	Castaways Resort 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	N
12008	Castaways Resort		10,000.00		1 Transactions		
9515	CinnieSmiths 22-000-000-0000-6808		3,639.71	CARES Act Business Grant		CARES Business/Economic Develop C	Y
9515	CinnieSmiths		3,639.71		1 Transactions		
9507	Dougherty Properties LLC 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	Y
9507	Dougherty Properties LLC		10,000.00		1 Transactions		
1475	Duffney Refrigeration, Inc 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	N
1475	Duffney Refrigeration, Inc		10,000.00		1 Transactions		
9513	Furlongs Up North Properties LLC 22-000-000-0000-6808		2,504.24	CARES Act Business Grant		CARES Business/Economic Develop C	Y
9513	Furlongs Up North Properties LLC		2,504.24		1 Transactions		
9504	Jack's Shack 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
11/16/20 9:47AM
22 Coronavirus Relief Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9504	Jack's Shack			1 Transactions		
9495	John Coombs Ceramic Tile and More 22-000-000-0000-6808		7,636.64	CARES Act Business Grant		CARES Business/Economic Develop C Y
9495	John Coombs Ceramic Tile and More		7,636.64	1 Transactions		
9520	Lakes Masonry of Hill City, Inc 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C N
9520	Lakes Masonry of Hill City, Inc		10,000.00	1 Transactions		
9505	Little Farmers Daycare 22-000-000-0000-6808		3,594.74	CARES Act Business Grant		CARES Business/Economic Develop C Y
9505	Little Farmers Daycare		3,594.74	1 Transactions		
9496	McGregor Carefree Living 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C Y
9496	McGregor Carefree Living		10,000.00	1 Transactions		
10995	Minnesota Mobility Systems Inc 22-000-000-0000-6808		5,285.00	CARES Act Business Grant		CARES Business/Economic Develop C N
10995	Minnesota Mobility Systems Inc		5,285.00	1 Transactions		
9511	Pour Lewey's Saloon 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C Y
9511	Pour Lewey's Saloon		10,000.00	1 Transactions		
9387	ROBERTS/BRANDON 22-000-000-0000-6808		4,400.00	CARES Act Business Grant		CARES Business/Economic Develop C Y
9387	ROBERTS/BRANDON		4,400.00	1 Transactions		
9514	Round Lake Resort & Bar LLC 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C Y
9514	Round Lake Resort & Bar LLC		10,000.00	1 Transactions		
4425	Shirts Plus of Aitkin 22-000-000-0000-6808		10,000.00	CARES Act Business Grant		CARES Business/Economic Develop C N
4425	Shirts Plus of Aitkin		10,000.00	1 Transactions		
9501	Summer Breeze Resort					

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
 11/16/20 9:47AM
 22 Coronavirus Relief Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	22-000-000-0000-6808		CARES Act Business Grant		CARES Business/Economic Develop C Y
9501	Summer Breeze Resort			1 Transactions	
86235	The Office Shop Inc		CARES Act Business Grant		CARES Business/Economic Develop C N
	22-000-000-0000-6808				
86235	The Office Shop Inc			1 Transactions	
9492	ZimCon		CARES Act Business Grant		CARES Business/Economic Develop C Y
	22-000-000-0000-6808				
9492	ZimCon			1 Transactions	
0	DEPT Total:	174,621.00	Undesignated	22 Vendors	22 Transactions
22	Fund Total:	174,621.00	Coronavirus Relief Fund		22 Transactions
	Final Total:	174,621.00	22 Vendors	22 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
22	174,621.00	Coronavirus Relief Fund
All Funds	174,621.00	Total

Approved by,

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KMR1
11/16/20 2:10PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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

October Sales & Diesel Tax

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
11/16/20 2:10PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank					
01-040-000-0000-5840		0.13	Receipt Nbr 14769 10/01/2020	Misc Receipts	N
01-040-000-0000-5840		0.13	Receipt Nbr 14792 10/05/2020	Misc Receipts	N
01-040-021-0000-5840		0.64	Receipt Nbr 14843 10/13/2020	Misc Receipts	N
01-040-021-0000-5840		0.96	Receipt Nbr 14843 10/13/2020	Misc Receipts	N
01-040-021-0000-5840		0.64	Receipt Nbr 14928 10/27/2020	Misc Receipts	N
01-042-000-0000-5840		0.13	Receipt Nbr 14776 10/01/2020	Misc Receipts	N
01-042-000-0000-5840		0.13	Receipt Nbr 14801 10/06/2020	Misc Receipts	N
01-042-000-0000-5840		0.13	Receipt Nbr 14806 10/07/2020	Misc Receipts	N
01-042-000-0000-5840		0.13	Receipt Nbr 14816 10/08/2020	Misc Receipts	N
01-042-000-0000-5840		0.39	Receipt Nbr 14831 10/12/2020	Misc Receipts	N
01-042-000-0000-5840		2.57	Receipt Nbr 14867 10/15/2020	Misc Receipts	N
01-042-000-0000-5840		0.26	Receipt Nbr 14896 10/20/2020	Misc Receipts	N
01-049-000-0000-5525		1.77	Receipt Nbr 14841 10/13/2020	Label & Listing Sales	N
01-049-000-0000-5525		2.32	Receipt Nbr 14913 10/21/2020	Label & Listing Sales	N
01-100-000-0000-5840		1.93	Receipt Nbr 648 10/09/2020	Misc Receipts	N
01-100-000-0000-5840		77.19	Receipt Nbr 699 10/20/2020	Misc Receipts	N
01-100-000-0000-5840		16.79	Receipt Nbr 705 10/21/2020	Misc Receipts	N
01-100-000-0000-5840		1.93	Receipt Nbr 758 10/28/2020	Misc Receipts	N
01-252-252-0000-5872		66.84	Receipt Nbr 14828 10/09/2020	Phone Card Prisoner Welfare(Taxabl	N
01-252-252-0000-5872		136.22	Receipt Nbr 14879 10/19/2020	Phone Card Prisoner Welfare(Taxabl	N
01-252-252-0000-5885		6.67	Receipt Nbr 14777 10/01/2020	Commissary Sales Taxable	N
01-252-252-0000-5885		23.01	Receipt Nbr 14828 10/09/2020	Commissary Sales Taxable	N
01-252-252-0000-5885		16.05	Receipt Nbr 14879 10/19/2020	Commissary Sales Taxable	N
01-252-252-0000-5885		18.72	Receipt Nbr 14923 10/23/2020	Commissary Sales Taxable	N
01-252-252-0000-5885		12.05	Receipt Nbr 14936 10/29/2020	Commissary Sales Taxable	N
89991 Bremer Bank		387.73	25 Transactions		
1 Fund Total:		387.73	General Fund	1 Vendors	25 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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3 Road & Bridge

<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>
89991 Bremer Bank					
03-000-000-0000-5855		3.44	Receipt Nbr 14783 10/02/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14783 10/02/2020	Charges- Individuals	N
03-000-000-0000-5855		3.86	Receipt Nbr 14787 10/05/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14788 10/05/2020	Charges- Individuals	N
03-000-000-0000-5855		3.44	Receipt Nbr 14827 10/09/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14827 10/09/2020	Charges- Individuals	N
03-000-000-0000-5855		3.86	Receipt Nbr 14878 10/16/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14916 10/22/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14922 10/23/2020	Charges- Individuals	N
03-000-000-0000-5855		10.31	Receipt Nbr 14940 10/30/2020	Charges- Individuals	N
03-000-000-0000-5855		1.93	Receipt Nbr 14940 10/30/2020	Charges- Individuals	N
03-000-000-0000-5857		27.16	Receipt Nbr 14940 10/30/2020	Culverts	N
03-303-000-0000-6513		976.98	Diesel Tax:October 2020	Motor Fuel & Lubricants	N
89991 Bremer Bank		1,040.63	13 Transactions		
3 Fund Total:		1,040.63	Road & Bridge	1 Vendors	13 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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 10 Trust

<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>
89991 Bremer Bank		4.44	Receipt Nbr 1803 10/09/2020	FTS- Leases/Easements	N
10- 923- 000- 0000- 5260					
89991 Bremer Bank		4.44	1 Transactions		
10 Fund Total:		4.44	Trust	1 Vendors	1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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 11 Forest Development

<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>
89991 Bremer Bank					
11- 939- 000- 0000- 5840		139.08	Receipt Nbr 1797 10/05/2020	Misc Receipts	N
11- 939- 000- 0000- 5840		4.55	Receipt Nbr 1827 10/23/2020	Misc Receipts	N
89991 Bremer Bank		143.63	2 Transactions		
11 Fund Total:		143.63	Forest Development	1 Vendors	2 Transactions

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
89991 Bremer Bank					
21- 520- 000- 0000- 5510		19.30	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		10.61	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		16.73	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		22.19	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		14.15	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		0.96	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		1.87	Receipt Nbr 1782 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		6.43	Receipt Nbr 1783 10/01/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		3.86	Receipt Nbr 1784 10/02/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		2.57	Receipt Nbr 1784 10/02/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		6.43	Receipt Nbr 1798 10/07/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		11.58	Receipt Nbr 1798 10/07/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		1.93	Receipt Nbr 1798 10/07/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		3.86	Receipt Nbr 1808 10/15/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		2.57	Receipt Nbr 1810 10/21/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		13.83	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		4.89	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		11.58	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		2.96	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		1.09	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		8.68	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		18.33	Receipt Nbr 1815 10/22/2020	Co. Parks Campground Fees	N
21- 520- 000- 0000- 5510		14.15	Receipt Nbr 1828 10/27/2020	Co. Parks Campground Fees	N
89991 Bremer Bank		200.55	23 Transactions		
21 Fund Total:		200.55	Parks	1 Vendors	23 Transactions
Final Total:		1,776.98	5 Vendors	64 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	387.73	General Fund
	3	1,040.63	Road & Bridge
	10	4.44	Trust
	11	143.63	Forest Development
	21	200.55	Parks
	All Funds	1,776.98	Total

Approved by,

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

October Tax Settlements

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



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12 Agency

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
41	1010 City Of Aitkin 12- 931- 156- 0000- 2045			607,723.84	Oct 2020 Settlement		Payable To Village Of Aitkin	N
	1010 City Of Aitkin			607,723.84	1 Transactions			
42	173 City Of Hill City 12- 931- 157- 0000- 2045			103,036.71	Oct 2020 Settlement		Payable To Village Of Hill City	N
	173 City Of Hill City			103,036.71	1 Transactions			
43	1025 City Of McGrath- Treasurer 12- 931- 158- 0000- 2045			12,054.82	Oct 2020 Settlement		Payable To Village Of Mcgrath	N
	1025 City Of McGrath- Treasurer			12,054.82	1 Transactions			
44	175 City Of Mcgregor 12- 931- 159- 0000- 2045			156,480.55	Oct 2020 Settlement		Payable To Village Of Mcgregor	N
	175 City Of Mcgregor			156,480.55	1 Transactions			
45	176 City Of Palisade 12- 931- 160- 0000- 2045			39,531.67	Oct 2020 Settlement		Payable To Village Of Palisade	N
	176 City Of Palisade			39,531.67	1 Transactions			
46	178 City Of Tamarack 12- 931- 161- 0000- 2045			18,545.42	Oct 2020 Settlement		Payable To Village Of Tamarack	N
	178 City Of Tamarack			18,545.42	1 Transactions			
48	393 ISD 1 Aitkin- Treasurer 12- 932- 000- 0000- 6801			101,428.75	Oct 2020 Settlement		Appropriations	N
	393 ISD 1 Aitkin- Treasurer			101,428.75	1 Transactions			
49	1985 ISD 182 Crosby- Treasurer 12- 932- 000- 0000- 6801			0.16	Oct 2020 Settlement		Appropriations	N
	1985 ISD 182 Crosby- Treasurer			0.16	1 Transactions			
53	392 ISD 2 Hill City- Treasurer 12- 932- 000- 0000- 6801			75,460.06	Oct 2020 Settlement		Appropriations	N
	392 ISD 2 Hill City- Treasurer			75,460.06	1 Transactions			
54	1983 ISD 2165 Hinckley Finlayson- Treasurer 12- 932- 000- 0000- 6801			4,857.81	Oct 2020 Settlement		Appropriations	N
	1983 ISD 2165 Hinckley Finlayson- Treasurer			4,857.81	1 Transactions			

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
51	1979 ISD 2580 East Central- Treasurer 12- 932- 000- 0000- 6801		392.15	Oct 2020 Settlement		Appropriations	N
	1979 ISD 2580 East Central- Treasurer		392.15		1 Transactions		
56	395 ISD 4 McGregor- Treasurer 12- 932- 000- 0000- 6801		317,988.48	Oct 2020 Settlement		Appropriations	N
	395 ISD 4 McGregor- Treasurer		317,988.48		1 Transactions		
55	1982 ISD 473 Isle- Treasurer 12- 932- 000- 0000- 6801		9,899.59	Oct 2020 Settlement		Appropriations	N
	1982 ISD 473 Isle- Treasurer		9,899.59		1 Transactions		
57	1981 ISD 577 Willow River- Treasurer 12- 932- 000- 0000- 6801		1,895.98	Oct 2020 Settlement		Appropriations	N
	1981 ISD 577 Willow River- Treasurer		1,895.98		1 Transactions		
52	394 ISD 698 Floodwood- Treasurer 12- 932- 000- 0000- 6801		746.51	Oct 2020 Settlement		Appropriations	N
	394 ISD 698 Floodwood- Treasurer		746.51		1 Transactions		
50	1984 ISD 95 Cromwell- Wright- Treasurer 12- 932- 000- 0000- 6801		21,994.31	Oct 2020 Settlement		Appropriations	N
	1984 ISD 95 Cromwell- Wright- Treasurer		21,994.31		1 Transactions		
47	13110 Lake Minnewawa Lake Improvement Dist 12- 931- 163- 0000- 2045		14,316.99	Oct 2020 Settlement		Payable To Lake Minnewawa LID	N
	13110 Lake Minnewawa Lake Improvement Dist		14,316.99		1 Transactions		
1	7000 Town Of Aitkin Treasurer 12- 931- 101- 0000- 2045		68,175.87	Oct 2020 Settlement		Payable To Aitkin Twp	N
	7000 Town Of Aitkin Treasurer		68,175.87		1 Transactions		
2	7001 Town Of Ball Bluff Treasurer 12- 931- 102- 0000- 2045		41,763.37	Oct 2020 Settlement		Payable To Ball Bluff Twp	N
	7001 Town Of Ball Bluff Treasurer		41,763.37		1 Transactions		
3	7002 Town Of Balsam Treasurer 12- 931- 103- 0000- 2045		14,026.49	Oct 2020 Settlement		Payable To Balsam Twp	N
	7002 Town Of Balsam Treasurer		14,026.49		1 Transactions		

Aitkin County



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>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>
4	7003 Town Of Beaver Treasurer 12- 931- 104- 0000- 2045		19,184.44	Oct 2020 Settlement		Payable To Beaver Twp N
	7003 Town Of Beaver Treasurer		19,184.44	1 Transactions		
5	7004 Town Of Clark Treasurer 12- 931- 105- 0000- 2045		40,136.97	Oct 2020 Settlement		Payable To Clark Twp N
	7004 Town Of Clark Treasurer		40,136.97	1 Transactions		
6	7005 Town Of Cornish Treasurer 12- 931- 106- 0000- 2045		9,186.23	Oct 2020 Settlement		Payable To Cornish Twp N
	7005 Town Of Cornish Treasurer		9,186.23	1 Transactions		
7	7006 Town Of Farm Island Treasurer 12- 931- 107- 0000- 2045		114,877.51	Oct 2020 Settlement		Payable To Farm Island Twp N
	7006 Town Of Farm Island Treasurer		114,877.51	1 Transactions		
8	7007 Town Of Fleming Treasurer 12- 931- 108- 0000- 2045		62,394.43	Oct 2020 Settlement		Payable To Fleming Twp N
	7007 Town Of Fleming Treasurer		62,394.43	1 Transactions		
9	7008 Town Of Glen Treasurer 12- 931- 109- 0000- 2045		47,381.09	Oct 2020 Settlement		Payable To Glen Twp N
	7008 Town Of Glen Treasurer		47,381.09	1 Transactions		
10	7009 Town Of Haugen Treasurer 12- 931- 110- 0000- 2045		52,259.86	Oct 2020 Settlement		Payable To Haugen Twp N
	7009 Town Of Haugen Treasurer		52,259.86	1 Transactions		
11	7010 Town Of Hazelton Treasurer 12- 931- 111- 0000- 2045		93,145.29	Oct 2020 Settlement		Payable To Hazelton Twp N
	7010 Town Of Hazelton Treasurer		93,145.29	1 Transactions		
12	4879 Town Of Hill Lake Clerk- Treas 12- 931- 112- 0000- 2045		49,361.87	Oct 2020 Settlement		Payable To Hill Lake Twp N
	4879 Town Of Hill Lake Clerk- Treas		49,361.87	1 Transactions		
13	7011 Town Of Idun Treasurer 12- 931- 113- 0000- 2045		24,026.44	Oct 2020 Settlement		Payable To Idun Twp N
	7011 Town Of Idun Treasurer		24,026.44	1 Transactions		

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
14	7012 Town Of Jevne Treasurer 12- 931- 114- 0000- 2045			43,961.60	Oct 2020 Settlement		Payable To Jevne Twp	N
	7012 Town Of Jevne Treasurer			43,961.60		1 Transactions		
15	7013 Town Of Kimberly Treasurer 12- 931- 115- 0000- 2045			54,719.60	Oct 2020 Settlement		Payable To Kimberly Twp	N
	7013 Town Of Kimberly Treasurer			54,719.60		1 Transactions		
16	7014 Town Of Lakeside Treasurer 12- 931- 116- 0000- 2045			143,293.97	Oct 2020 Settlement		Payable To Lakeside Twp	N
	7014 Town Of Lakeside Treasurer			143,293.97		1 Transactions		
17	7015 Town Of Lee Treasurer 12- 931- 117- 0000- 2045			6,655.36	Oct 2020 Settlement		Payable To Lee Twp	N
	7015 Town Of Lee Treasurer			6,655.36		1 Transactions		
18	7016 Town Of Libby Treasurer 12- 931- 118- 0000- 2045			7,435.00	Oct 2020 Settlement		Payable To Libby Twp	N
	7016 Town Of Libby Treasurer			7,435.00		1 Transactions		
19	7017 Town Of Logan Treasurer 12- 931- 119- 0000- 2045			25,255.98	Oct 2020 Settlement		Payable To Logan Twp	N
	7017 Town Of Logan Treasurer			25,255.98		1 Transactions		
20	7018 Town Of Macville Treasurer 12- 931- 120- 0000- 2045			24,534.32	Oct 2020 Settlement		Payable To Macville Twp	N
	7018 Town Of Macville Treasurer			24,534.32		1 Transactions		
21	7019 Town Of Malmo Treasurer 12- 931- 121- 0000- 2045			37,970.88	Oct 2020 Settlement		Payable To Malmo Twp	N
	7019 Town Of Malmo Treasurer			37,970.88		1 Transactions		
22	7020 Town Of Mcgregor - Treasurer 12- 931- 122- 0000- 2045			9,765.07	Oct 2020 Settlement		Payable To Mcgregor Twp	N
	7020 Town Of Mcgregor - Treasurer			9,765.07		1 Transactions		
23	7021 Town Of Millward Treasurer 12- 931- 141- 0000- 2045			16,828.58	Oct 2020 Settlement		Payable To Millward Twp	N
	7021 Town Of Millward Treasurer			16,828.58		1 Transactions		

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
24	7022 Town Of Morrison Treasurer 12- 931- 123- 0000- 2045			23,994.49	Oct 2020 Settlement		Payable To Morrison Twp	N
	7022 Town Of Morrison Treasurer			23,994.49	1 Transactions			
25	7023 Town Of Nordland Treasurer 12- 931- 124- 0000- 2045			125,708.51	Oct 2020 Settlement		Payable To Nordland Twp	N
	7023 Town Of Nordland Treasurer			125,708.51	1 Transactions			
26	7024 Town Of Pliny Treasurer 12- 931- 125- 0000- 2045			17,005.02	Oct 2020 Settlement		Payable To Pliny Twp	N
	7024 Town Of Pliny Treasurer			17,005.02	1 Transactions			
27	7025 Town Of Rice River Treasurer 12- 931- 126- 0000- 2045			18,422.18	Oct 2020 Settlement		Payable To Rice River Twp	N
	7025 Town Of Rice River Treasurer			18,422.18	1 Transactions			
28	7026 Town Of Salo Treasurer 12- 931- 127- 0000- 2045			11,933.67	Oct 2020 Settlement		Payable To Salo Twp	N
	7026 Town Of Salo Treasurer			11,933.67	1 Transactions			
29	7027 Town Of Seavey Treasurer 12- 931- 128- 0000- 2045			11,154.14	Oct 2020 Settlement		Payable To Seavey Twp	N
	7027 Town Of Seavey Treasurer			11,154.14	1 Transactions			
30	7028 Town Of Shamrock Treasurer 12- 931- 129- 0000- 2045			307,908.25	Oct 2020 Settlement		Payable To Shamrock Twp	N
	7028 Town Of Shamrock Treasurer			307,908.25	1 Transactions			
31	7029 Town Of Spalding Treasurer 12- 931- 130- 0000- 2045			20,535.02	Oct 2020 Settlement		Payable To Spalding Twp	N
	7029 Town Of Spalding Treasurer			20,535.02	1 Transactions			
32	7030 Town Of Spencer Treasurer 12- 931- 131- 0000- 2045			46,436.74	Oct 2020 Settlement		Payable To Spencer Twp	N
	7030 Town Of Spencer Treasurer			46,436.74	1 Transactions			
33	7031 Town Of Turner Treasurer 12- 931- 132- 0000- 2045			55,006.64	Oct 2020 Settlement		Payable To Turner Twp	N
	7031 Town Of Turner Treasurer			55,006.64	1 Transactions			

Aitkin County



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
34	7032 Town Of Verdon Treasurer 12- 931- 133- 0000- 2045		10,753.86	Oct 2020 Settlement		Payable To Verdon Twp	N
	7032 Town Of Verdon Treasurer		10,753.86	1 Transactions			
35	7033 Town Of Wagner Treasurer 12- 931- 134- 0000- 2045		40,567.43	Oct 2020 Settlement		Payable To Wagner Twp	N
	7033 Town Of Wagner Treasurer		40,567.43	1 Transactions			
36	7034 Town Of Waukenabo Treasurer 12- 931- 135- 0000- 2045		44,314.41	Oct 2020 Settlement		Payable To Waukenabo Twp	N
	7034 Town Of Waukenabo Treasurer		44,314.41	1 Transactions			
37	7035 Town Of Wealthwood Treasurer 12- 931- 136- 0000- 2045		24,143.92	Oct 2020 Settlement		Payable To Wealthwood Twp	N
	7035 Town Of Wealthwood Treasurer		24,143.92	1 Transactions			
38	7036 Town Of White Pine Treasurer 12- 931- 137- 0000- 2045		8,562.30	Oct 2020 Settlement		Payable To White Pine Twp	N
	7036 Town Of White Pine Treasurer		8,562.30	1 Transactions			
39	7037 Town Of Williams Treasurer 12- 931- 138- 0000- 2045		12,802.57	Oct 2020 Settlement		Payable To Williams Twp	N
	7037 Town Of Williams Treasurer		12,802.57	1 Transactions			
40	7038 Town Of Workman - Treasurer 12- 931- 139- 0000- 2045		35,035.94	Oct 2020 Settlement		Payable To Workman Twp	N
	7038 Town Of Workman - Treasurer		35,035.94	1 Transactions			
12 Fund Total:			3,306,979.11	Agency	57 Vendors	57 Transactions	

Aitkin County



WLC1
 11/17/20 12:39PM
 13 Taxes & Penalties

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Accr</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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
58 4258 St Louis County Auditor			Fiscal Disparity- 2nd half 2020		Cur - State Aids	N
13- 943- 000- 0000- 2068						
4258 St Louis County Auditor			1 Transactions			
13 Fund Total:			Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:			58 Vendors	58 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Recap by Fund	Fund	AMOUNT	Name	
	12	3,306,979.11	Agency	
	13	64,720.42	Taxes & Penalties	
	All Funds	3,371,699.53	Total	Approved by,
			
			

KMR1
11/4/20 1:28PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

WCC Credit Card Fees

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
11/4/20 1:28PM
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name	
8410 Bremer Bank		53.15	Credit Card Fees	Credit Card Fees	N
1 19-522-000-0000-6217			10/01/2020 10/31/2020		
8410 Bremer Bank		53.15	1 Transactions		
19 Fund Total:		53.15	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:		53.15	1 Vendors	1 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>
19	53.15
All Funds	53.15

Name

Long Lake Conservation Center

Total

Approved by,

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KMR1
11/6/20 8:22AM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



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

FSA Claims

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
11/6/20 8:22AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>	
8410 Bremer Bank					
1 01-044-904-0000-6360		655.02 Dep Care FSA Claims 2020	39602405	Flex Plan Withdrawals	N
2 01-044-904-0000-6360		586.34 Med FSA Claims 2020	39602405	Flex Plan Withdrawals	N
8410 Bremer Bank		1,241.36		2 Transactions	
1 Fund Total:		1,241.36		General Fund	1 Vendors 2 Transactions
Final Total:		1,241.36		1 Vendors	2 Transactions

KMR1
11/6/20

8:22AM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTION

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	1,241.36	General Fund
All Funds		1,241.36	Total

Approved by,

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KMR1
11/12/20 8:41AM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

October Mtg Reg & Deed Tax

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



KMR1
11/12/20 8:41AM
9 State

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 2

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
780 Bremer Bank					
2 09-000-000-0000-2025		58,036.62	Deed Tax - October	State's Share Of Deed Tax (9%)	N
1 09-000-000-0000-2026		58,238.75	Mtg Reg - October	State Share Of Mortgage Registry (9	N
780 Bremer Bank		116,275.37	2 Transactions		
9 Fund Total:		116,275.37	State	1 Vendors	2 Transactions
Final Total:		116,275.37	1 Vendors	2 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	9	116,275.37	State
All Funds		116,275.37	Total

Approved by,

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KMR1
11/12/20 12:01PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Elan paid 10/29/20 - Allocation

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**

KMRI
11/12/20 12:01PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name	
5462 Bremer Bank (Elan ACH)					
20 01-040-021-0000-6405		179.99	Viewsonic Monitor- VG2448	Office & Computer Supplies	N
9 01-044-920-0000-6800		21.84	COVID- 19 SS Thermometer	COVID Related Expenditures	N
			10/16/2020		
16 01-044-920-0000-6800		3,391.48	COVID- 19 AppExt Scanners (4)	COVID Related Expenditures	N
			10/21/2020		
18 01-044-920-0000-6800		171.18	Wireless Keyboard/3 Privacy Sc	COVID Related Expenditures	N
19 01-044-920-0000-6800		18.93	Stand Adapter/Handheld Mics	COVID Related Expenditures	N
21 01-044-920-0000-6800		719.92	4 Viewsonic Monitors- HR	COVID Related Expenditures	N
22 01-049-000-0000-6402		29.98	Cisco Console Cable	Computer Supplies & Software	N
37 01-049-000-0000-6405		45.56	All- Weather Vinyl Labels (2)	Office Supplies (Non Computer)	N
25 01-053-000-0000-6405		27.89	Thank You&Awesome Cards	Office & Computer Supplies	N
42 01-090-000-0000-6250		34.18	2- Phone Cases	Telephone	N
40 01-110-000-0000-6422		44.07	Buffing Pads	Janitorial Supplies	N
32 01-200-000-0000-6409		131.95	Action Targets - TQ- 21 Targets	Deputy Supplies	N
33 01-200-003-0000-6332		256.11	Best Western- #204 DEFT UOF Trn	Hotels / Motels	N
			10/15/2020 10/17/2020		
34 01-200-003-0000-6340		51.60	Meals - #204 Traning	Meals	N
			10/15/2020 10/17/2020		
41 01-252-003-0000-6241		625.00-	MSA- Refund Reg. UOF Training	School Registration Fee	N
17 01-252-252-0000-6405		62.35	USPS - Stamps	Prisoner Welfare	N
47 01-252-252-0000-6405		80.70	Black's Law Dictionary	Prisoner Welfare	N
44 01-392-000-0000-6405		13.69	Water Lab Supplies- Sample Cups	Office & Film Supplies	N
1 01-044-000-0000-6800		9,553.40-	ELAN- Paid 10/29/20 Allocation	ELAN - Statement Payment	N
26 01-053-000-0000-6231		225.00	ApplicantStack Recruit & Onboa	Services, Labor, Contracts	N
			10/01/2020 11/01/2020		
43 01-044-920-0000-6800		15.98	Cisco Subscription (Webex)	COVID Related Expenditures	N
			09/15/2020 10/14/2020		
23 01-049-000-0000-6231		38.00	PLT License Fee- Chris S.	Programming, Services, Contracts	N
45 01-044-920-0000-6800		404.00	Leica Disto E7500i Laser Measu	Assessor COVID Related Expenditures	N
46 01-044-920-0000-6800		808.00	2- Leica Disto E7500i Laser Mea	Assessor COVID Related Expenditures	N
24 01-120-000-0000-6231		271.79	Floe- 2 weeks Ins for veteran	donations Services, Labor, Contracts	N
36 01-257-251-0000-6332		210.00	New Beginnings- Ethics & Bounda	KGJTTRAWCKSA Hotel/Motel Lodging	N
5462 Bremer Bank (Elan ACH)		2,924.21-	26 Transactions		
1 Fund Total:		2,924.21-	General Fund	1 Vendors	26 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/12/20 12:01PM
3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5462	Bremer Bank (Elan ACH)					
27	03-301-000-0000-6400		Cold Weather Blankets	24859039	Supplies And Materials	N
29	03-302-000-0000-6296		BIT Plant Recert Class - DB	288909	Meeting Expense/Physicals	N
28	03-302-000-0000-6296		BIT Plant Recert Class - RT	288910	Meeting Expense/Physicals	N
30	03-302-000-0000-6296		Concrete Field 1&2 Recert - AD	288917	Meeting Expense/Physicals	N
31	03-302-000-0000-6296		Concrete Plant 1 - AD	288946	Meeting Expense/Physicals	N
5462	Bremer Bank (Elan ACH)		5 Transactions			
3 Fund Total:			Road & Bridge	1 Vendors	5 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMRI
11/12/20 12:01PM
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
4	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6405		29.75	Cellphone Case (BH) 10/09/2020		Office Supplies	N
5	05-400-440-0410-6405		3.20	Agency Filter Cartridges 10/08/2020		Office Supplies	N
6	05-400-440-0410-6405		15.19	Agency Powerstips (4) 10/13/2020		Office Supplies	N
7	05-400-440-0410-6405		8.09	Planner (BH) 10/15/2020		Office Supplies	N
10	05-400-440-0410-6450		12.48	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
11	05-400-440-0410-6450		12.48	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
5	05-420-600-4800-6405		6.60	Agency Filter Cartridges 10/08/2020		Office Supplies	N
6	05-420-600-4800-6405		31.34	Agency Powerstips (4) 10/13/2020		Office Supplies	N
10	05-420-600-4800-6450		25.73	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
11	05-420-600-4800-6450		25.73	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
13	05-420-600-4800-6450		279.00	IM Headset (DJ) 10/20/2020		Small Equipment: Telephones,Chair	N
15	05-420-600-4800-6450		38.90	IM Headset Adapter (DJ) 10/20/2020		Small Equipment: Telephones,Chair	N
12	05-430-700-4800-6241		60.00	Compassion Fatigue - Reg 10/19/2020		Meeting/Conference Registration Fe	N
14	05-430-700-4800-6402		49.99	Keyboard/Mouse (BC) 10/20/2020		Computer/Technology Supplies	N
5	05-430-700-4800-6405		10.19	Agency Filter Cartridges 10/08/2020		Office Supplies	N
6	05-430-700-4800-6405		48.43	Agency Powerstips (4) 10/13/2020		Office Supplies	N
10	05-430-700-4800-6450		39.76	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
11	05-430-700-4800-6450		39.76	Agency Monitor Stands (3) 10/13/2020		Small Equipment: Telephones,Chair	N
2	05-430-700-4800-6810		122.78	MH Flex - WalMart Gift Card 10/14/2020	63757325	Mh Init - Flex	N

Aitkin County



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

KMR1
11/12/20 12:01PM
5 Health & Human Services

<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>
3 05- 400- 440- 0410- 6450		359.92	Signage Boards (2) 10/09/2020	Budget	Small Equipment: Telephones,Chair N
8 05- 430- 700- 4800- 6405		15.99	Ergonomic Armrest 10/15/2020	ERGO	Office Supplies N
38 05- 400- 440- 0410- 6402		3.36	Wi- Fi Adapter (DIR) 10/06/2020	HHS- 10062020JM	Computer/Technology Supplies N
38 05- 420- 600- 4800- 6402		6.92	Wi- Fi Adapter (DIR) 10/06/2020	HHS- 10062020JM	Computer/Technology Supplies N
38 05- 430- 700- 4800- 6402		10.70	Wi- Fi Adapter (DIR) 10/06/2020	HHS- 10062020JM	Computer/Technology Supplies N
5462 Bremer Bank (Elan ACH)		1,256.29	24 Transactions		
5 Fund Total:		1,256.29	Health & Human Services	1 Vendors	24 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/12/20 12:01PM
11 Forest Development

<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>
5462 Bremer Bank (Elan ACH)					
39 11- 925- 000- 0000- 6590		21.91	Rye Seed		Repair & Maintenance Supplies N
5462 Bremer Bank (Elan ACH)		21.91		1 Transactions	
11 Fund Total:		21.91	Forest Development	1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/12/20 12:01PM
14 Capital Project

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<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>	
5462 Bremer Bank (Elan ACH)		Credit/No Liftgate @ delivery		Miscellaneous- Capital Expense	N
35 14- 949- 000- 0000- 6630		1 Transactions			
5462 Bremer Bank (Elan ACH)					
14 Fund Total:		Capital Project	1 Vendors	1 Transactions	
Final Total:		0.00	5 Vendors	57 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	Fund	AMOUNT	Name
	1	-2,924.21	General Fund
	3	1,681.01	Road & Bridge
	5	1,256.29	Health & Human Services
	11	21.91	Forest Development
	14	-35.00	Capital Project
All Funds		0.00	Total

Approved by,

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214



Aitkin County

KMR1
11/13/20 2:55PM

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Eban paid 11/13/20
State General Tax
Camping Refund
Returned payment - NSF - Taxes

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/13/20 2:55PM
1 General Fund

<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>
5462 Bremer Bank (Elan ACH)					
1 01-044-000-0000-6800		5,767.41	ELAN - Paid 11/13/2020	ELAN - Statement Payment	N
5462 Bremer Bank (Elan ACH)		5,767.41	1 Transactions		
1 Fund Total:		5,767.41	General Fund	1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/13/20 2:55PM
9 State

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
780 Bremer Bank					
2 09- 000- 000- 0000- 2058		51,491.62	State General Tax	State General Tax- Education	N
780 Bremer Bank		51,491.62	1 Transactions		
9 Fund Total:		51,491.62	State	1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/13/20 2:55PM
13 Taxes & Penalties

<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank					
4 13- 943- 000- 0000- 2001		Returned Pmt - NSF	Period 3	Cur - Property Taxes	N
8410 Bremer Bank			1 Transactions		
13 Fund Total:		Taxes & Penalties	1 Vendors	1 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
11/13/20 2:55PM
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
8410 Bremer Bank					
3 21- 520- 000- 0000- 5510		20.00	Camping Refund	3556 Laman	Co. Parks Campground Fees N
8410 Bremer Bank		20.00	1 Transactions		
21 Fund Total:		20.00	Parks	1 Vendors	1 Transactions
Final Total:		58,620.39	4 Vendors	4 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	5,767.41	General Fund
	9	51,491.62	State
	13	1,341.36	Taxes & Penalties
	21	20.00	Parks
	All Funds	58,620.39	Total

Approved by,

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KMRI
11/16/20 1:59PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Medical FSA Claims

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
11/16/20 1:59PM
1 General Fund

<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank					
1 01-044-904-0000-6360		590.90 Med FSA Claims 2020	39608877	Flex Plan Withdrawals	N
8410 Bremer Bank		590.90		1 Transactions	
1 Fund Total:		590.90		General Fund	1 Vendors
Final Total:		590.90		1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	Fund	AMOUNT	Name
	1	590.90	General Fund
	All Funds	590.90	Total

Approved by,

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KMR1
11/17/20 4:07PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Returned Payment, Wrong County - Taxes

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
11/17/20 4:07PM
12 Agency

<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>
8410 Bremer Bank		155.44	Returned Pmt - Wrong County	M Burton	N
12-000-000-0000-2280		155.44	1 Transactions		
8410 Bremer Bank					
12 Fund Total:		155.44	Agency	1 Vendors	1 Transactions
Final Total:		155.44	1 Vendors	1 Transactions	

KMR1
11/17/20 4:07PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	12	155.44	Agency
All Funds		155.44	Total

Approved by,

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Board of County Commissioners Agenda Request

28
Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: Fire Protection Contract with the City of Aitkin


<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Kirk Peysar, County Auditor	Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor	Estimated Time Needed: n/a
Summary of Issue: Approve and authorize signatures to the 2021-2025 Fire Protection Contract for the Unorganized Town of 48-27 (Blind Lake) with the City of Aitkin. Additionally, the City has put forth a contract addendum for purposes of calculating the cost allocation of service hours. Both the contract and the addendum have been reviewed by the County Attorney.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: Approve and authorize signatures to the contract with City of Aitkin for fire protection.	
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>	

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

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

November 9, 2020

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2021-2025 Fire Protection contract with the City of Aitkin

The City of Aitkin has submitted a renewal contract to provide fire protection to the unorganized township of 48-27 (Blind Lake).

Request to authorize signatures to the 2021-2025 Fire Protection contract and acknowledgement of the addendum with the City of Aitkin for the unorganized township.

FIRE CONTRACT

This contract is made and entered into this 1st day of January 2021 between the City of Aitkin, Aitkin County, Minnesota, 130 Southgate Drive – Suite 200, a public corporation (“City”), and Unorganized T48N-R27W Township, Aitkin County, Minnesota, c/o Kirk Peysar, County Auditor, 307 2nd Street NW – Room 121, Aitkin, MN 56431, a public corporation (“Town”).

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Town agrees to purchase from City, and City agrees to provide Town, the following fire services:

- | | |
|---|---|
| <input type="checkbox"/> Structural Firefighting | <input type="checkbox"/> Emergency Medical Services |
| <input type="checkbox"/> External Structural Firefighting | <input type="checkbox"/> Fire Scenes |
| <input type="checkbox"/> Interior Structural Firefighting | <input type="checkbox"/> Rescue Scenes |
| <input type="checkbox"/> Grass/Forest Firefighting – for value protection | <input type="checkbox"/> General Medicals |
| <input type="checkbox"/> General Firefighting | Level of Emergency Medical Response |
| <input type="checkbox"/> Vehicles & Equipment | <input type="checkbox"/> First Responder |
| <input type="checkbox"/> Carbon Monoxide Calls | |
| <input type="checkbox"/> Other Non-Structural Firefighting | |
| <input type="checkbox"/> Rescue | <input type="checkbox"/> Hazardous Materials Response |
| <input type="checkbox"/> Vehicle & Equipment Extrication | Level of Hazardous Materials Response |
| <input type="checkbox"/> General Search & Rescue | <input type="checkbox"/> First Responder, Awareness |
| <input type="checkbox"/> Confined Space Rescue | <input type="checkbox"/> First Responder, Operations |
| <input type="checkbox"/> High Level Rescue | |
| <input type="checkbox"/> Water Rescue | |
| | <input type="checkbox"/> Disaster Response |
| | <input type="checkbox"/> Other actions determined by chief and department |
| | SOG's _____ |

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.
- b. **No Guarantee.** The parties understand and agree City will endeavor to provide the services indicated above to the best of its ability given the circumstances, but City makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard.
2. **Payment.** Town agrees to pay City annually during the term of this contract the Payment Amount determined annually according to the following formula:

The following percentages relate specifically to Town in relation to the entire territory to which City provides fire services as the primary service provider (e.g., the entire City, Town’s Service Territory, and all or any portions of other cities, towns, or unorganized territories included in the City’s primary service area).

Number of fire service hours to Town
Averaged over last three years: _____ %

Net Tax capacity of the township or city
_____ %

Total: _____ % ÷ 2 = _____ % of Town Cost Allocation

Total Fire Department Annual Operational Budget
for the upcoming year: \$ _____

$$\begin{array}{rcccl} \$ \underline{\hspace{2cm}} & \times & \underline{\hspace{2cm}} \% & = & \$ \underline{\hspace{2cm}} \\ \text{Operational Budget} & & \text{Town Cost Allocation} & & \text{Payment Amount} \end{array}$$

For the purposes of this formula, the term hours is used but are not actual hours of service but provides a relative measure of time spent in township. Incidents that occur on state or county highways or roads will not be included in the hours spent in township.

**Reference Attachment #1*

City shall provide Town a written claim for the Payment Amount by the following date, or for each partial payment of the Payment Amount according to the following schedule:

- a. **Annual Meeting of Parties.** Town and City shall hold at least one joint meeting annually during term of this contract. One meet shall be just prior to the townships annual budget setting meeting. Purpose of the meeting is to discuss and review the fire department budget and spending during the previous year and review the department's budget for the next two years. The formula's allocation on hours will also be reviewed. The meeting shall be held separately from any regular Town or City meeting.
3. **Emergency Service Charge.** Town, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within Town. City shall have no right to, or interest in, any service fees collected by Town. If Town imposes an emergency service charge it shall provide City a list of the specific types of information it determines it needs collected in order to successfully impose and collect the charge. City shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide Town with the information it collected.
4. **Service Territory.** City shall provide fire services as indicated in this contract to the area in Town described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute the Town's Service Territory for the purposes of this contract.
T48N – R27W SECTIONS 1,2,3,4,9,10,11,12,13,14,15,16,21,22,23,24,25,26,27,28,33,34,35,36
5. **Term.** This contract shall commence on the effective date indicated above and shall expire 5 years from that date unless terminated earlier as provided herein.
6. **Ownership.** City owns the buildings and equipment associated with the Fire Department and the amounts paid by Town do not give rise to any ownership interest in, or responsibility toward, those items unless a specific ownership interest is indicated below:
NONE

7. **City's Responsibilities.** In addition to any other obligations described herein, City shall:
- a. Authorize and direct the City fire department to provide the fire services described herein to Town's Service Territory;
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Town along with sufficient information to explain the items included in the budget figures;
 - c. Upon Town's request, provide Town access to financial and cost data related to the fire department for five years prior to the current service year;
 - d. Disclose to Town any proposed action City or the fire department intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the fire services indicated above; and
 - e. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

8. **Town's Responsibilities.** In addition to any other obligations described herein, Town shall:
- a. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
 - b. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the "Payment Amount"; and
 - c. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the fighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLISA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

9. **Insurance Requirements.** City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract.
10. **Indemnification.** City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.
11. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 or otherwise.

- 12. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.
- 13. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing fire services to Town's Service Territory.
- 14. **Termination.** This contract may be terminated at anytime during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120 day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 60 days from the date of personal service of written termination notice. Notice to City shall be served on the City administrator, or City clerk if there is no City administrator, and notice to Town shall be served on the Town clerk.
- 15. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.
- 16. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.
- 17. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity or enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date _____ above.

City
 _____ Aitkin _____ City

Town
 _____ Township

By its Mayor:

 Signature

By its Chairperson:

 Signature

_____ Gary L. Tibbitts _____
 Print Name

 Print Name

_____ 10/27/2020 _____
 Date

 Date

_____ Rose Beverly _____
 Clerk

 Clerk



Attachment #1

Township Fire Contract Effective 1/1/2021 to 12/31/2025

***NOTE: Year 2021 will be as calculated at 2019 meeting.**

For calculating cost allocation for the city of Aitkin and the contracted townships, "hours" will be determined as such:

16 "hours" assigned for incidents and alarms, which involve activation of most of the fire department resources. This includes two primary pumpers with tankers. Examples of these incidents includes structure fires, large-scale wildfires, industrial accidents and emergencies, large-scale evacuations, or searches.

8 "hours" assigned for small scale incidents that would involve only a portion of department resources. Examples of these incident includes rescue calls, false alarms of industrial facilities, miscellaneous calls that only require activation of a single pumper or rescue apparatus, minor wildfire callouts or no action taken calls.

2 "hours" assigned for minor call outs where minimum number of resources are deployed. These calls will activate a single unit. Examples of these are landing zone set up, CO calls; lift assists, minor hazmat spills.

Incidents not calculated into the allocation include auto and truck accidents/ rescue operations on state and county Highways. Incidents involving the railroad system will not be in the allocation calculation.

Initial here to acknowledge Attachment No. 1

RB





Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: Fire Protection Contract-City of McGrath

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kirk Peysar, County Auditor		Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Approve and authorize signatures to the 2021 Fire Protection Contract for the Unorganized Town of 45-24 (Jewett) with McGrath Fire Department.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve and authorize signatures to the contract with City of McGrath for 2021		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

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

November 9, 2020

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2021 Fire Protection contract with City of McGrath

City of McGrath has submitted a renewal contract to provide fire protection to the unorganized township 45-24 (Jewett). The allocation of fire protection cost is as follows:
45-24 \$610.94

Request to authorize signatures to the 2021 Fire Protection contract with City of McGrath Township for the unorganized township.

CONTRACT FOR TOWNSHIP FIRE PROTECTION

This agreement, made and entered into this 12th day of JAN 2021 by and between the City of McGrath, Aitkin County, Minnesota and the township of UNORGANIZED, Aitkin County, Minnesota.

Whereas, the second party, deeming it advisable to have available for the benefit of the residents of said Township, services of the McGrath Fire Department and electors of Township have pursuant to law, provided a fund for furnishing of such services and

Whereas, City by appropriate action authorized it's Mayor and Clerk to enter into contract with Township.

Now, therefore; it is mutually agreed between parties, that for a period of 1 year from and after the date hereof, the Fire Department of McGrath will answer any and all fire calls of the residents in the following sections 45-24 of Township and will respond to such calls with suitable firefighting apparatus to render all assistance possible in the saving of life and property. In the event of two calls, the first call shall have priority and the second call shall be answered as soon as possible, it being understood that McGrath has other contracts, and it being further understood that the property within City limits shall have first call on the services of the Fire Department.

In consideration of such services, second party agrees to pay the sum of \$ 610.94, payable in advance.

It is understood and agreed however that in the event that the road and weather conditions be such that the fire run cannot be made with reasonable safety to men and equipment, the decision of the Fire Chief or other Fire Department official being final in such event, that said City shall not be liable in any way to Township, or to any person, firm or corporation for failure of the department to attend a fire or to extinguish a fire or for damage to or loss of goods.

In consideration of such services, parties served agreed to pay \$350.00 per fire run.

It is understood and agreed that this contract shall continue in effect for a period of not more than 1 year with the privilege of cancelling by either party with a written notice within thirty days.

CONTRACT DATE JAN 1 2021 to JAN 1 2022

In witness thereof, the respective parties have caused this instrument to be executed by the respective officers thereof.

CITY OF MCGRATH

TOWNSHIP

MAYOR

CHAIRMAN

CLERK

CLERK



Board of County Commissioners Agenda Request

22
Agenda Item #

Requested Meeting Date: 24Nov2020

Title of Item: Genetec Advantage Contract

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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>
Submitted by: Chris Sutch		Department: IT
Presenter (Name and Title): Chris Sutch IT Manager		Estimated Time Needed: 0
Summary of Issue: <p>Approval of 5 year "Genetec Advantage" software maintenance contract with Archkey Technologies Upfront Commitment (expires on 30-Nov-2025) \$ 1,664.00 from Central Services Budget. This is the Government/Judicial center security system including Card readers and Camera recording.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approval of 5 year "Genetec Advantage" software maintenance contract with Archkey Technologies		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 1,664.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		



Scope of Work

The following describes the services to be performed by ArchKey Technologies for Aitkin County Government Center located in Aitkin, MN.

Annual Genetec Advantage Renewal

This proposal includes the renewal of Genetec Advantage. Additional on-site or remote technical support is also available from ArchKey on a time and materials basis.

Timeframe

- December 1, 2020 through November 30, 2021

Investment Summary

QTY	ITEM	NAME	TOTAL COST
1	ADV-RE-STANDARD-U-1Y	Genetec™ Advantage Renewal Flat Rate for 1 Unified Omnicast™ or Synergis™ Standard system	\$ 186.00
1	ADV-RE-RDR-P-1Y	Genetec™ Advantage Renewal for 1 Synergis™ Pro Reader	\$ 290.00
GRAND TOTAL			\$ 476.00

Multi-Year Options Available		
Part Description	Total Cost	You Save
2 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2022)	\$ 856.00	\$ 66.56
3 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2023)	\$ 1,141.00	\$ 199.68
4 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2024)	\$ 1,427.00	\$ 332.80
5 Year Genetec™ Advantage Renewal - Upfront Commitment (expires on 30-Nov-2025)	\$ 1,664.00	\$ 499.20



Requesting Service

To reach the ArchKey Technologies Systems Support Team, call 763-528-2888 or e-mail support@ArchKey.com. Be prepared to describe the following:

- Issue
- Location of the issue
- The contact information of the requestor.
- Any other relevant information needed to assess and make appropriate plans for resolution.

Hours of Coverage

Phone and Email Coverage	During standard business hours between 8:00 AM and 5:00 PM Monday through Friday (excluding national holidays)
Technician On-Site Support	Monday through Friday 7:00 AM to 5:00 PM, unless otherwise arranged.
After Hours, Weekend, and Holiday Service	For planned and emergency requests

Response Time

The Systems Support team is positioned to serve your ongoing needs by providing the following:

- Guaranteed same day phone or e-mail response during regular business hours for requests initiated to our Systems Support group.
- Attempting resolution first through phone support or remote system access.
- Scheduling an on-site technician or specialist, if needed.

Commencement, Expiration, and Renewal of Agreement

- The agreement shall commence upon the receipt of a purchase order or other acceptable payment guarantee.
- The period of this agreement is one year from the commencement date.

Terms and Conditions

- The information contained herein, whether in part or whole, is the property of ArchKey and shall remain confidential until such time that a contract between ArchKey and the customer is fully executed.
- ArchKey assures compliance with federal, state, and local laws, regulations and code requirements as they apply to work performed under this Scope of Work.
- All pricing under this Scope of Work remains valid for thirty (30) days.



Payment

- Payment is to be made in one (1) installment. An invoice will be submitted after the signing of the Agreement and will be due and payable within thirty (30) days.
- In addition to any other remedy available to ArchKey, if the customer fails to make payment pursuant to these Terms & Conditions, services may be suspended and interest shall accrue and be payable on such unpaid amount(s) from the date on which the payment became due at the rate of 18% compounded annually.

Systems Support Agreement Acceptance

The signature below, by an authorized representative of Aitkin County Government Center signifies acceptance of the System Support Agreement and authorizes ArchKey to provide the outlined equipment, resources, and services.

Sincerely,

ArchKey Technologies

A handwritten signature in black ink, appearing to read "J. Eich", is written over a horizontal line.

Jason Eich
Division Manager
8/27/20
218-725-3420 Direct
Jason.Eich@ArchKey.com

Owner



Addendum

Infectious Disease Safe Work Practices

ArchKey Technologies will take the below precautions for infectious disease safe work practices in customer facilities.

1. Minimize Personnel Exposure

- ArchKey Technologies will leverage technology (video, calls, custom software) to manage projects remotely, when possible, to reduce the number of people on-site while providing technical support and ensuring process quality control.

2. Health & Hygiene

- ArchKey Technologies will conduct a daily health screening for all staff entering client facilities.
- Anyone displaying flu-like or Covid-19 symptoms, per the screening, will not report to the site and be encouraged to consult with a healthcare professional. These individuals will not be allowed to return to work until they experience 72 hours free of fever.
- ArchKey Technologies will comply with all customer directed health and hygiene protocols.
- ArchKey Technologies staff will wash hands frequently and maintain good personal hygiene based on CDC guidelines.

3. Personnel Protective Equipment (PPE) and Sanitizing Requirements

In addition to our standard PPE and clothing requirements, ArchKey Technologies requires:

- Gloves and Face Covering/Mask to cover nose, mouth, and hands.
- All PPE will either be disposable or safely stored and sanitized after use.
- Tools and Owner equipment to be sanitized before and after use/contact per shift.
- ArchKey Technologies employees will not share tools, PPE, or other items.

4. Social Distancing

ArchKey Technologies will follow CDC guidelines for social distancing and require staff to:

- Keep a social distance of **at least 6 feet** from others.
- Limit working in congested areas.
- Eliminate the need for signatures.
- Avoid handshakes and other physical contacts.

5. Covid-19 Case Reporting and Return to Work

ArchKey Technologies will notify clients of potential COVID-19 cases and give status updates as information is available. The following ArchKey Technologies COVID-19 safety guidelines are available upon request:

- Health Screening Questionnaire
- Pandemic Control Agreement
- Return to Work Process

For questions or additional information on ArchKey Technologies safety protocols, please contact your Account Representative or ArchKey Systems Support at support@archkey.com or 763-528-2888.



Board of County Commissioners Agenda Request



Requested Meeting Date: 11/24/2020

Title of Item: Medical Examiner Agreement 2021

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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>
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: 2021 Medical Examiner Services Contract Agreement - River Valley Forensic Services County Attorney James Ratz has reviewed and approved the language and details of the contract.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Board Chair and County Administrator to sign the 2021 Medical Examiner Services Contract Agreement - River Valley Forensic Services.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

MEDICAL EXAMINER CONTRACT AGREEMENT

Agreement entered into this ___ day of _____, by and between the County of Aitkin, a political subdivision of the State of Minnesota, and River Valley Forensic Services, P.A. for the services of Dr. Kelly Mills, M.D. as Medical Examiner of Aitkin County.

I. Relationship of Parties

- A. Pursuant to County Board action that took place on _____ and the authority of Minnesota Statutes Ch. 390, the board of Aitkin County commissioners designates Dr. Kelly Mills, M.D., as Medical Examiner for Aitkin County, hereinafter “the Medical Examiner.”
- B. It is agreed that nothing contained in the Agreement is intended or should be construed as creating the relationship of co-partners, joint ventures or an association or an employer/employee relationship between Aitkin County and Dr. Kelly Mills, M.D., River Valley Forensic Services, P.A., or their employees or designee. River Valley Forensic Services, P.A. is an independent contractor, and neither River Valley Forensic Services, P.A. it, its officers, agents or employees shall be considered agents or representatives of the County. The County is interested only in the results to be achieved. The manner and means of conducting the works are under the control of the Medical Examiner, except to the extent they are limited by statute or regulation and the express terms of this Agreement. None of the benefits provided by the County to its employees, including, without limitation, unemployment insurance, workers’ compensation insurance, retirement and deferred compensation plans, vacation and sick leave, are available from the County to the Medical Examiner, River Valley Forensic Services, P.A., or the employees, agents or contractors of either. No civil service status shall attach to the Medical Examiner, Medical Staff, agent of contractors of the Medical Examiner or River Valley Forensic Services, P.A. and the County shall make no deductions from sums payable under the terms of this Agreement for state or federal income taxes, FICA, PERA or other payroll type deductions which are associated with an employer-employee relationship.

II. Personnel

- A. The Medical Examiner will designate Dr. Michael B. McGee, Dr. Victor Froloff and Dr. Butch Huston to assist in performing the contract and shall be under the control and supervision of the Medical Examiner. Dr. McGee, Dr. Froloff and Dr. Huston shall not be considered employees of the County, nor have a contractual relationship with the County. The County shall be notified prior to the effective date of any changes thereto.

- B. The non-medical personnel necessary to support the Medical Examiner in the performance of his duties under this Agreement shall be provided through the County Sheriff's Department. The compensation, benefits, and other terms of employment of these non-medical personnel shall be determined and paid solely by the county.

III. **Scope of Duties**

- A. The Medical Examiner shall be responsible for conducting a modern medico-legal investigative system for Aitkin County applying the standards of the National Association of Medical Examiners, as they may be amended from time to time. The Medical Examiner shall periodically consult with the County Attorney's Office, police agencies, and others concerned with forensic pathology to review procedures and formats for preparing medical reports and protocols. The Medical Examiner shall perform all duties imposed by Minnesota Statutes Chapter 390, as well as the duties imposed by other statutes applicable to the Medical Examiner's activities. The Medical Examiner shall testify, as required, at inquests, hearings and trials.
- B. The Medical Examiner shall be responsible for the final determination of the cause and manner of death, and the signing of certificates attesting the cause and manner of death. During the temporary absence of the Medical Examiner, a qualified person designated by the Medical Examiner may make the final determination of death, and sign a certificate attesting to the cause and manner of death.
- C. The Medical Examiner shall be entitled to perform other gainful activities which do not interfere with the performance of his duties hereunder.

IV. **Compensation**

- A. All payments made under this agreement for services rendered by or at the designation of Dr. Kelly Mills, M.D., shall be made to River Valley Forensic Services, P.A.
- B. The County will be responsible for the payment for each complete autopsy or external examination performed by Dr. Kelly Mills, M.D., or her assistants, as the Medical Examiner pursuant to this agreement and billed to Aitkin County upon completion of each examination in keeping with the past practice of the County Medical Examiner's Office.
- C. Compensation for the services under this contract shall be \$250.00/month plus the following on a per service basis: (1) complete forensic autopsy with basic toxicology, at approximately \$2,000, and (2) external examination with basic toxicology at approximately \$1000.

D. Additionally, the County will be responsible for court related preparation / consultation and out of office charges, billed on an hourly basis of \$300/hr., including travel to and from Aitkin County in order to provide testimony in legal proceedings arising out of the duties of the Medical Examiner.

V. **Facilities**

The facility, together with all the necessary equipment, the supplies, shall be the responsibility of Dr. Kelly Mills, M.D. It is represented by Dr. Kelly Mills, M.D., and understood by the County that Ramsey County Morgue shall be available to Dr. Kelly Mills, M.D., for the performance of this agreement.

VI. **Insurance and Indemnification**

- A. River Valley Forensic Services, P.A. agrees to indemnify and hold harmless the County of Aitkin, its officials, employees and agents from any and all liability, loss or damage, that the County of Aitkin, its officials, employees and agents may suffer as a result of claims, demands, costs of judgments, including without limitation reasonable attorney's fees arising out of the provision of professional services by Dr. Kelly Mills, M.D., as the Medical Examiner of Aitkin County pursuant to Minnesota Statutes Ch. 390, provided, however, that this indemnification shall be limited to the extent of such claims, demands, costs or judgments, including, without limitation, reasonable attorney's fees are covered by insurance.
- B. The County of Aitkin agrees to indemnify and hold harmless River Valley Forensic Services, P.A., Dr. Kelly Mills, M.D., its and their agents, officers or employees from any and all liability, loss or damage, it, he, its agents, officers or employees may suffer as a result of claims, demands, costs or judgments, including without limitation reasonable attorney's fees, arising from the Medical Examiner's or his agents' performance of his or their duties under this Agreement.
- C. River Valley Forensic Services, P.A. shall obtain and keep in effect the following insurance coverage:
- 1) Comprehensive General Liability Insurance:
 - (a) Minimum Combined Single Limit
\$2,000,000 per occurrence
\$4,000,000 aggregate
 - (a) The following coverage must be specifically insured

and certified with no internal sublimits.

1. Independent Contractors' Contingent Liability
2. Products/Completed Operations Liability
3. Contractual Liability
4. Personal Injury Liability including claims related to employment and coverage (a) through (e).
5. Broad Form Property Damage Liability, or deletion of the "Care, Custody and Control" Exclusion
6. Aircraft Liability (if applicable)
7. Watercraft Liability (if applicable)

(b) The Contractual Liability is to be either on a blanket basis for all written and oral contracts or specifically endorsed to acknowledge the contract between the insured and the County.

2. Professional Liability Insurance

Minimum Limits

\$2,000,000 per occurrence

\$4,000,000 aggregate

3. Automobile Liability Insurance on Vehicles Owned by River Valley Forensic Services, P.A., or Kelly Mills, M.D., Michael McGee, M.D., Victor Froloff, M.D., or Butch Huston, M.D.

- D. All certificates of insurance shall provide that the insurance company shall give the County thirty (30) days prior written notice of cancellation, non-renewal or any material changes in the policy.
- E. The above subparagraphs establish the minimum insurance requirements, and it is the sole responsibility of River Valley Forensic Services, P.A.. to purchase and maintain additional insurance that may be necessary in connection with this contract.
- F. The Medical Examiner shall provide a certificate of insurance to the County in a form acceptable to Aitkin County. All insurance policies shall be submitted to the County upon written request.
- G. Nothing in this contract shall constitute a waiver by the County of any statutory limits or exceptions on liability.

VII. Transportation

- A. Transportation of the deceased bodies from Aitkin County to the Ramsey County Morgue shall be the responsibility of Aitkin County.

VIII. Miscellaneous Provisions

- A. The Medical Examiner and all the members of the Medical Staff must be licensed to practice in Minnesota, with the Medical Examiner holding certification by the American Board of Pathology.
- B. At the termination of this Agreement, the Medical Examiner shall return all files, records and objects related to cases completed, or in progress, to the County upon written request.

IX. Term and Termination

- A. This agreement shall continue for a period ending 12/31/2021 unless terminated sooner pursuant hereto.
- B. This Agreement may be terminated by either party on forty-five (45) days written notice to the other.
- C. This Agreement may be renewed on an annual basis upon agreement of both parties.

X. Entire Agreement, Modification

- A. It is understood and agreed that the entire Agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous Agreements presently in effect between the parties relating to the subject matter hereof.
- B. This Agreement shall be altered, varied, modified or amended only in writing duly executed by the parties and attached hereto.

COUNTY OF AITKIN

(date)

By _____
Aitkin County Board Chair

(date)

By _____
Aitkin County Administrator

(date)

Kelly Mills, M.D.
Medical Examiner

River Valley Forensic Services, P.A.

(date)

By _____
Kelly Mills, President



Board of County Commissioners Agenda Request



Requested Meeting Date: November 24, 2020

Title of Item: 2021 Newspaper Bid Specifications

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Attached is a draft of the 2021 Newspaper Bid Specifications. Upon approval, this will be mailed out to Aitkin Independent Age, Voyageur Press, and NewsHopper.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 2021 Newspaper Bid Specifications.		
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 <i>Please Explain:</i>		

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

**CALENDAR YEAR 2021 BID SPECIFICATIONS
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2021 will be received in the **Aitkin County Administrator's Office**, 307 2nd Street NW - Room 310, Aitkin, MN 56431, until **Noon on Thursday, December 17, 2020** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2021 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on **January 5, 2021**.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Thursday, December 17, 2020.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-3093.

II. SPECIFIC REQUIREMENTS FOR BIDDERS

- A. Separate bids are required for each type of publication notice, no joint bids will be accepted.
- B. Bids must be submitted using the attached form.
- C. Bidders are required to provide circulation statistics by zip code.
- D. Types of legal notices to which bids are requested.
 - (1) **PUBLICATION OF OFFICIAL PROCEEDINGS IN SUMMARY FORM:** (Minnesota Statute 375.12 refers.) The County will provide all official proceedings in digital format and may specify font, point size and leading.
 - (2) **PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS:** (Minnesota Statute 331A.01 subd. 7 and 331A.05 - .07 refer.) The County will provide all legal notices and miscellaneous advertisements in digital format and may specify font, point size and leading.

**CALENDAR YEAR 2021 BID SPECIFICATIONS
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2020 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

(4) **FIRST PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication to be done in a newspaper located in a different municipality. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit, and first publisher may be asked to provide copies of Financial Statement **insert** for second publication. The County will provide the Financial Statement in camera ready format.

(5) **SECOND PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication of the financial statement to be done in one other newspaper, if one of general circulation is located in a different municipality in the county than the official newspaper. Per MN statute the county board shall call for separate bids for each publication. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit. To be considered for award of the bid for second publication of the financial statement, bidders must include a specific bid for the second publication of the Financial Statement. The County will provide the Financial Statement in camera ready format.

III. BID AWARD CRITERIA

- A. A successful bidder will be designated by the County Board as the "Official County Newspaper" for calendar year 2021 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the "Second Publication of the County Financial Statement." That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statue 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as "Official Newspaper" (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

AITKIN COUNTY - BID FORM

PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2021

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ _____ per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ _____ per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ _____ per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch

Size in inches of newspaper single page sheet = _____ by _____

Maximum number of columns per page in legal notice section = _____

Newspaper circulation within the boundaries of Aitkin County = _____

Weekly newspaper circulation by zip code within the boundaries of Aitkin County =

56431 _____ 56469 _____ 55748 _____ 55760 _____ 55787 _____ 56350 _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: _____

Official Address: _____

Printed Name of Submitter _____ Title _____

Phone: _____

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.

Signature in Ink of Submitter

Date



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: Community Corrections Comprehensive Plan & Advisory Board

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kameron Genz		Department: Community Corrections
Presenter (Name and Title): Kameron Genz - Director of Community Corrections		Estimated Time Needed: 15-20 min
Summary of Issue: 1. Request approval of 2021-2022 Comprehensive Plan and signatures for submission to MN Dept of Corrections. 2. Requesting approval of Corrections Advisory membership for 2021. 2. Update from Community Corrections.		
Alternatives, Options, Effects on Others/Comments: The 2021 Corrections Advisory Board memberships and the Comprehensive Plan were both approved by the Aitkin County Community Corrections Advisory Board on October 1, 2020. Comp Plan needs Co Administrator and Co Board Chair signature prior to submission deadline of Dec 5, 2020.		
Recommended Action/Motion: It is respectfully requested that the Aitkin County Board of Commissioners Approve the Community Corrections department's 2021-2022 Comprehensive Plan and provide required signatures AND approve the membership roster of the Aitkin Coutny Community Corrections Advisory Board.		
Financial Impact: 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> Comprehensive Plan includes the 2021-2022 CCA Subsidy Grant funds.		

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



Community Corrections

**2021-2022
Comprehensive Plan**

DIRECTOR'S OPENING

2020 has been an interesting year, to say the least. However, with the difficulty it has brought to staff, clients and our communities, it also has some silver linings. Our agency has learned to work together in new ways, we have become more proficient in electronic and virtual work options and we have learned to work from home while still engaging our clients in meaningful ways. We have also gained a better understanding of the effects of isolation and how positive human contact is necessary to be healthy and successful. With that said, here's to 2021!!

It is the mission of Aitkin County Community Corrections (ACCC) to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services, and actively providing offenders opportunities to become law-abiding citizens. The collaborative work that is demonstrated across departments in Aitkin County is critical for the ongoing success of Aitkin County we strive to accomplish our mission daily.

Corrections staff utilize the standards related to evidence-based practices and have been trained in core skill sets, with the exception of our newest agent who will be hopefully be able to finally complete all trainings through virtual Agent Academy by early 2021. Our department's 2021 goals focus on the effective use of EBP and quality assurance. In addition, we will continue to explore caseload numbers, offense data and gender statistics.

Lack of local resources and treatment options for offenders has long been a struggle in our county but this has been changing for the positive in the past year. New providers are now available within the county and numerous programs, as a result of the pandemic, have begun offering online/virtual sessions. The participation of clients appears to be good, and in some cases better than last year because of the new options for telehealth and virtual classes. The ACCC staff utilize numerous online programming and assist the client in locating treatment resources that will lead to the best chance for success in the community, including coordinating transportation when possible. Northern Pines, Northland Counseling and Freedom Center have added branch offices in Aitkin in 2018-2020, which has increased offenders' ability to receive counseling and adult chemical dependency services in a more timely manner. Unfortunately, as of November 2020, Northland Counseling will no longer have an office space in Aitkin County.

Efforts are ongoing to take a systematic look at programming efforts and local needs with the intention of mindfully revising and enhancing our practices for more effective delivery. This includes recent work with human services in endeavors to better treat our growing mental health population by assisting them with wrap around services. Aitkin County is working together to deliver effective, affordable correctional services to the community while assisting our community members with mental health and chemical health services and support. As Director, I am proud every day of the passion my staff shows in their efforts to help clients be successful on probation and in the community.



Kameron Genz - Director, Aitkin County Community Corrections

ACRONYM REFERENCE GUIDE

ACCC- Aitkin County Community Corrections

CD-Chemical Dependency

CJ-Criminal Justice.

CORE-CORE Professional Services- A sex offender treatment program for adult and juveniles. Also offering batterer's intervention programming and mental health assessments and services.

CSTS - An electronic records management system for probation/supervision agencies in Minnesota. It uploads information to the Statewide Supervision System.

DOC-Department of Corrections.

EBP-Evidence-Based Practices- Current best research evidence in corrections which administrators use in selecting programs designed to manage offenders, reduce recidivism, and increase public safety.

FTE-Full-Time Equivalent.

JPO/JTO-Juvenile Petty Offender/Juvenile Traffic Offender

LS/CMI-Level of Service Case Management Inventory- An assessment that measures the risk and need factors of adult offenders. The LS/CMI is also a fully functioning case management tool.

MACCAC-Minnesota Association of Minnesota Counties- An association of counties who operate corrections programming within their communities under the provisions of the Minnesota Community Corrections Act of 1973.

OHP-Out of Home Placement.

POSIT-Problem Orientated Screening Instrument for Teenagers- A brief screening tool designed for adolescents 12 through 19 years of age to identify problems requiring subsequent in-depth assessment. It also can help determine a potential need for treatment.

YLS/CMI- Youth Level of Service Inventory, Case Management Inventory (YLS 2.0) - A risk assessment tool to assess juvenile risk to reoffend, and to identify the youth's major needs, strengths, barriers, and incentives; select the most appropriate goals for him or her; and produce an effective case management plan.

INTRODUCTION

Aitkin County is located in central Minnesota. The region is dominated by services and trade in the tourism, lumber and agriculture industries. Since the region is a tourism and retirement destination, the population fluctuates greatly, often doubling in summer months.



Aitkin County is governed by a five-member county board employing the county administrator model of management. Aitkin County is in the Ninth Judicial District and consists of seventeen counties in northwest to northcentral Minnesota, including: Aitkin, Beltrami, Cass, Clearwater, Crow Wing, Hubbard, Itasca, Kittson, Koochiching, Lake of the Woods, Mahnomen, Marshall, Norman, Pennington, Polk, Red Lake and Roseau.

The US Census Bureau estimated a population of 15,886 persons in Aitkin County. Aitkin County is comprised of 1,995 total square miles. The city of Aitkin is the county seat. The median drive time to work is over 26 minutes and more than 25% of households do not have broadband.

(Source: MN DEED 2019; U.S. Census Bureau †Higher than median ‡Lower than median)

Population (2019)

Population	15,886
Under age 5	18%
Ages 5-24	16.8%
Over age 65	33.8%
Female	49.3%
Median Age †	56.4 years
Veterans, 2014-2018 †	14%

Race (2018)

White †	94.8%
Native American †	2.2%
Multi-Racial ‡	1.8%
Hispanic/Latino ‡	1.4%
Black ‡	0.6%
Asian ‡	0.4%
Other ‡	0.2%

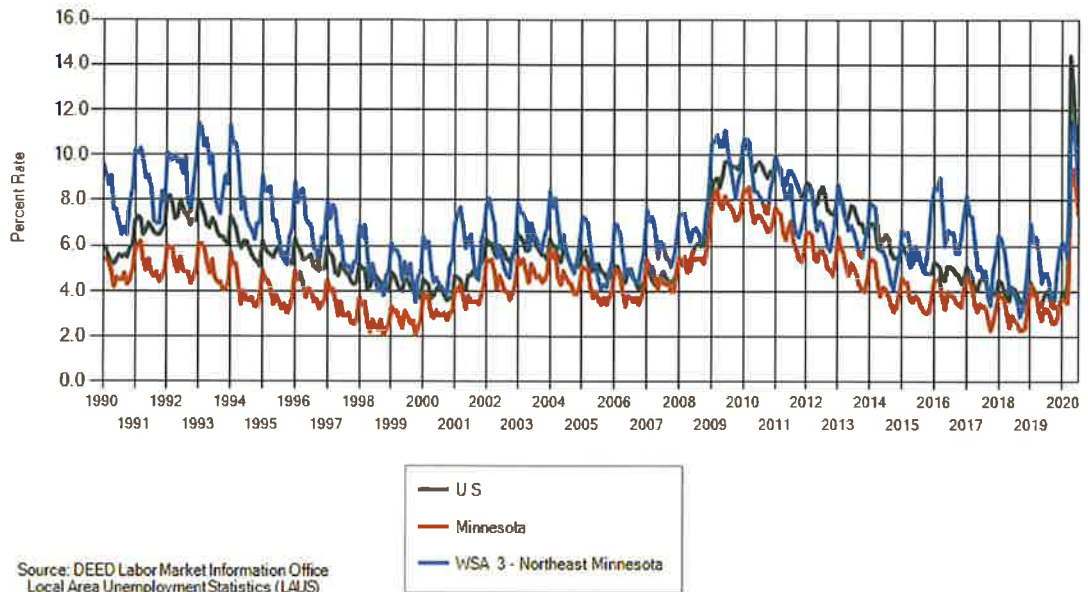
Housing and Income (2019 estimates)

Housing units	17,033
Homeownership rate	82.3%
Median Home Value of owner-occupied housing units †	\$165,300
Median Household income ‡	\$56,295
Persons in Poverty †	13.7%
Unemployment †	6.3%

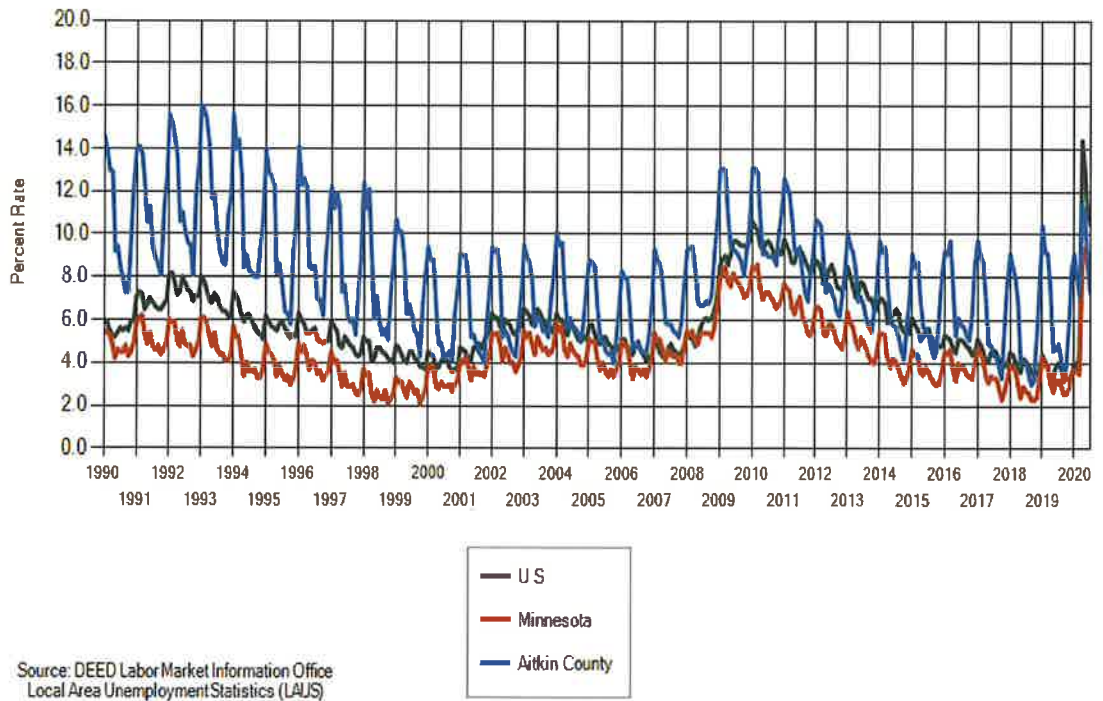
Education (2018)

Less than high school	9%
High school diploma/GED only	38%
College degree (Bachelor or higher)	17%

Unemployment Rates

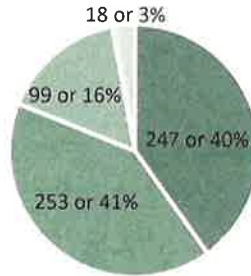


Unemployment Rates



Probation Rates by Offense Level

2019 Offenses By Classification Excludes Supervised Release and Pre-Trial



■ Felony ■ Gross Misdemeanor ■ Misdemeanor ■ Juvenile Offenders

Total Offenses = 545 Graph data from the 2019 Probation Survey Report and is only indicative of active probation supervision and is not inclusive of duties by agents regarding supervised release, pre-sentence, pre-trial, diversion or monitoring cases.

“Part I” offenses include murder, rape, aggravated assault, robbery, burglary, larceny, Theft of MV and arson. “Part II” offenses include simple assault, curfew offenses and loitering, embezzlement, forgery and counterfeiting, disorderly conduct, driving under the influence, drug offenses, fraud, gambling, liquor offenses, offenses against the family, prostitution, public drunkenness, runaways, sex offenses, stolen property, vandalism, vagrancy, and weapons offenses.

Total Adult Arrests Per Agency	Part I Crimes	Part II Crimes	Total Adult
Statewide Total	31,948	116,968	148,916
Judicial District 9	1,513	7,968	9,482
Aitkin County	22	292	314

Total Juvenile Arrests Per Agency	Part I Crimes	Part II Crimes	Total Juvenile
Statewide Total	5,042	1,063	5,115
Aitkin County	9	31	40

Source: 2019 Bureau of Criminal Apprehension Uniform Crime Report Arrest Information

CRIME RATE AND CHANGE

Over the past 10 years, the general crime rate has decreased across the state of Minnesota; however, there has been a continued incline of felony offenses. From 2018 to 2019 adult crimes increased overall, while juvenile crimes slightly decreased. This trend is continuing into 2021. In 2019, there were 225 adult felony files supervised by Aitkin County Community Corrections (166 male; 59 female). This equates to 41.2% of the adult caseload. These statistics do not include the 69 felony offenders who were on supervised release (57 male; 12 female) or the 36 who participated in Aitkin County Sobriety Court (30 male; 6 female) thus far in 2020. Since 2010, supervised release cases in Aitkin County have increased from 22 offenders to 26 offenders in 2019 to 44 offenders currently on supervised release in 2020.

In Aitkin County, we are working with the County Attorney's Office and the Court in an attempt to discharge lower level offenders earlier, by classification and assessment, who pose less risk to the community noted by validated risk assessments and programming.

Crime Trends by Offense Group

DWI offenders continue to be a large population served within our agency across all offense levels, with 262 currently supervised on traditional probation by Aitkin County Community Corrections.

Drug cases are also a larger portion of caseloads in Aitkin County. There are currently 131 under traditional supervision.

There are 39 domestic assault cases currently on traditional probation in our community. An attempt was made to form a specialized caseload for this subset of offenders. The numbers are not high enough to dedicate one agent to, but we will continue to look at options for specialized programming. In 2019, we began completing Domestic Violence Inventories for clients who are court ordered to complete them, when needed.

Adult Female Offender Populations

Female offenders account for 28% of offenders on adult supervision in our community and 16% of the current juvenile caseload. Of the total 527 adult offenses, females were accounted for as follows: 59 adult felonies; 65 adult gross misdemeanors; and 25 adult misdemeanors. In Aitkin County, we are making referrals to programs that are gender based, when available, in an effort to increase opportunities for the female clientele. Such programs are mostly limited to chemical dependency treatment and include: Journey Home; Aurora Four Winds; Recovering Hope. An attempt was made to form a specialized caseload for this subset of offenders. The numbers are not high enough to dedicate to one agent, but we will continue to look at options for specialized programming. We are working toward female only cognitive behavioral programming.

Minority Offender Rates

Minority offenders currently account for a low percentage of our total offender population, with the most common being American Indian. In 2019 the ethnic breakdown of probation data is as follows: 495 white; 51 American Indian; 37 other; and 16 black. ACCC does not operate any minority driven programs, but the agents make referrals to programs for specific populations, as applicable and as available, to meet the individual needs of clients. Including services and programs through Mille Lacs Band including the Batterer's Program, Mish-Ka-Wisen, Aurora Four Winds. We strive to maintain a good working relationship with the Mille Lacs Band of Ojibwe and their human services and behavioral health departments.

HIGHLIGHTS

We continue to participate in the Minnesota Association of Community Corrections Act Counties (MACCAC). Below are some of the highlights specific to Aitkin County for the upcoming 2021 year.

MACCAC Quality Assurance Model

Aitkin County Community Corrections continues to be dedicated to improving and maintaining quality assurance regarding supervision and programing for offenders. We continue to work in maintaining the MACCAC quality assurance model. The model includes four phases, and includes the following five skills sets: • Professional alliance • Risk assessments • Cognitive interventions • Case planning • Motivational interviewing

Staff have received training in these five key areas and the need now lies in reinforcing these skills and developing a better process which incorporates and encourages the skills for quality assurance. We are currently working to actively implement tools for interactions with our highest risk population as part of the agent's regular interaction with clients.

Aitkin County continues to provide a 32-hour "Thinking for a Change" group for higher risk adult offenders. Aitkin County previously operated Driving with Care, a cognitive-behavioral based program for DWI Offenders. However, we are revisiting this program and determining if there are other options that would be better suited for our agency.

The Aitkin County Sobriety Court continues to provide needed services to high risk drug and alcohol offenders. We have been able to continue Aitkin's specialty court with county funds and legislatively appropriated grant funds for at-risk specialty courts.

Aitkin County continues to provide juvenile diversion and restorative justice services via referrals from the Aitkin County Attorney's Office.

We are excited about recent changes in CSTS, DOC policies and continuing education. Specifically, we have found the virtual training by the Guidelines Commission, ICOTS, Carey Guides and Agent Academy amazingly useful and convenient! All of these pieces allow for better collaboration and working together to provide our clients with the best opportunities for positive change.

Aitkin County's government and judicial centers construction is completed. Community Corrections has moved to the new office spaces in the secure area of the Judicial Center (historical courthouse building). We are excited for the new space, which includes a small training room and UA bathroom.

ADMINISTRATION AND ORGANIZATION

Effective supervision and opportunity for change are essential to increasing rehabilitative and restorative programming and assisting offenders in increasing their skills and reducing their risk to continue to commit crimes

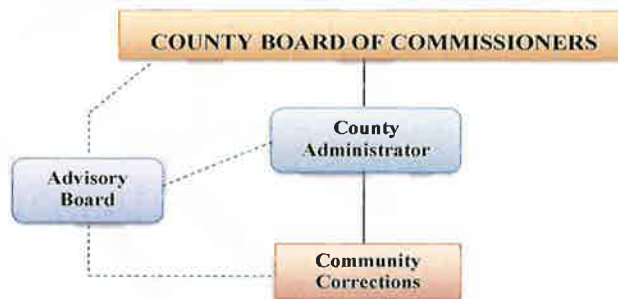
VISION

It is the vision of Aitkin County Community Corrections to reduce recidivism within our community and work with our local stakeholders and other Minnesota Correctional Agencies to promote positive change among our clientele.

MISSION

It is the mission of Aitkin County Community Corrections to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services, and actively providing offenders opportunities to become law-abiding citizens.

ORGANIZATIONAL STRUCTURE



Aitkin County Board of Commissioners 2020



This Aitkin County Board is comprised of the five county commissioners.

Mark Wedel	District #1
Laurie Westerlund	District #2
Donald Niemi (Vice Chair)	District #3
William "Bill" Pratt (Chairperson)	District #4
Anne Marcotte	District #5

2020 election results may change District #4 commissioner

The county board's role in regard to Community Corrections is: 1) Establish the budget for the Community Corrections Department. 2) To determine, establish, continue, modify and terminate Aitkin County correctional services and programs with input from the Director and the Corrections Advisory Board. 3) Approve and authorize the application of the annual comprehensive plan. 4) Ensure compliance with the Community Corrections Act. 5) Establish all matters of policy in relation to correctional services under its authority.

Aitkin County Corrections Advisory Board 2020

The Advisory board is appointed by the Aitkin County Board to oversee the corrections planning process and to take an active role in the development of the Comprehensive Plan. This plan has approved by the Board.

Aitkin County Community Corrections Board Members

J. Mark Wedel	Commissioner, Aitkin County
Anne Marcotte	Commissioner, Aitkin County
Honorable David Hermerding	Judiciary
Sheriff Dan Guida	Law Enforcement
Attorney James Ratz	Prosecution
Attorney Jeff Haberkorn	Defense
Kim Larson	Social Services
Cheryl Meld	Education
Nancy Johnson-Houg	Citizen Member
Mike Davis	Citizen Minority
Gabrea Anderson	Victim Services

Ex-Officio Advisory Board members

Mark Smith	State Liaison, Minnesota Department of Corrections
Kameron Genz	Aitkin County Community Corrections

JUVENILE FIELD SERVICES AND PROGRAMMING

Juvenile offenders that come to the attention of Aitkin County Community Corrections are processed and supervised traditionally or through diversion programming. The Aitkin County Attorney's Office in consultation with the Corrections Department has determined Corrections will operate youth diversion programming in Aitkin County. All juvenile delinquency offenders placed on probation are screened to determine level of supervision required. Youth are assessed and monitored for improvement.

The juvenile agent is under the administrative authority of the Community Corrections department Director. One FTE agent supervises all juvenile files in Aitkin County. In 2020, this caseload is averaging approximately 30-40 active clients, of which approximately 30% are diversion clients. This is down overall from previous years' numbers. We will look at determining the cause of that in 2021 but attribute some of this to school going to distance learning in March 2020 and the stay at home orders. The juvenile agent was recently trained in Decision Points. Our agency also has curriculum for TruThought, T4C and Carey Guides. We are in the process of determining how to most effectively facilitate cognitive behavioral based programming for juvenile offenders. Currently, we offer one-on-one cognitive behavioral guidance.

The juvenile agent also provides direct support services to the juvenile court. The agent is present at all hearings to make recommendations, record orders, and coordinate activity for our department, including pre-dispositional supervision when requested. Furthermore, the agent is responsible to make contacts with victims, prepare pre-disposition reports, certification studies, Extended Juvenile Jurisdiction studies, and make referrals for chemical dependency or mental health assessments. The role of the juvenile agent also includes working closely with Health and Human Services to provide the most holistic of services possible for the youth and their families.

Prevention

ACCC has completed a brochure to distribute to our educational professionals working with teens. The brochure focuses on criminal sexual conduct laws and sexting as a method of prevention. By focusing on healthy relationships and describing the current laws that affect this population we are hopeful we can prevent some of these types of offenses from occurring in our community. Discussions continue with school administrators to distribute the brochure or to present in the school. This topic does not appear to be something schools are open to at this time. Support within Reach was planning presentations at schools in the spring of 2020 which included plans to distribute the brochure and develop a panel for community education including this topic and others. Unfortunately, when the pandemic hit in March 2020, all plans were put on hold. It will be a goal to resume this work with Support within Reach and get events rescheduled in 2021.

Our juvenile agent also participates on local Children's Justice Initiative committee to stay informed on legislative changes and rules of Court, and to maintain a network to discuss local issues. The juvenile agent is also active on the Child Abuse Prevention Council. The agent continues to work with the social workers intricately to address files proactively.

Juvenile Diversion

The Aitkin County Probation Agent currently administers a Juvenile Diversion Program in conjunction with the Aitkin County Attorney's Office. Diversion level youth are typically first time, petty or status offense clients. The County Attorney's Office will petition more serious offenses or juveniles with prior legal or diversion history. Eligibility criterion is established by the Aitkin County Attorney's Office in accordance with statute. Juvenile clients are not assessed by a formal risk assessment tool. Each juvenile on diversion provides service work in the community, an education component and school attendance tracking. Additionally, we add victim restoration and a cognitive-behavioral component when appropriate. The number of juveniles on diversion and/or participating in the restorative justice as a diversion method has declined in the past year from approximately 20 down to approximately 10. It is unclear at this time if this change is due to the pandemic, a change in types of offenses being committed by first time offenders, or an internal shift in the County Attorney's Office. Measuring this data will be a goal for 2021, as well, to look at trends in juvenile offenses in Aitkin County over the last 5-10 years.

Restorative Justice

The Aitkin County juvenile probation agent oversees the Aitkin County Restorative Justice Program for juvenile clients. The program is generally for person or property crimes, and often times is a requirement of diversion for applicable offenses. The program includes a face-to-face encounter with victim(s), the offender, individuals who support them, and community members or others affected by the incident. Led by the facilitator(s), this voluntary process seeks to identify, repair and, ultimately, prevent harm. The parties are contacted to schedule initial meetings and the conference. At the conference, the parties determine the conditions of the contract. Contract duration varies depending on offense and conditions and the agent maintains contact with the juvenile to help ensure compliance with the contract. The facilitators submit a completion packet to the agent when conditions satisfied, and the agent notifies the County Attorney of the completion.

Juvenile Risk/Needs Assessment

Aitkin County Community Corrections utilizes the YLS 2.0 Assessment Tool for assessing delinquency level offenses. Supervision expectations and policy align with

statewide standards of supervision. A mental health screening is completed on applicable cases in accordance to M.S.§ 260B.157 subd. 1.

Administrative Supervision

Petty offenses (JPO) and traffic offenses (JTO) are provided administrative supervision services. Juveniles under administrative supervision are also assigned to the juvenile agent. After an initial meeting with the child and parent(s) to clarify expectations, the agent monitors compliance with court-ordered conditions. Conditions may include community service work, chemical and/or mental health evaluations, educational programs, restitution and/or fines.

Traditional Supervision

Traditional supervision is targeted at juveniles between the ages of 10-19 years old who are placed on supervised probation by the Court. Extended Jurisdiction Juveniles, when ordered by the Court, may be supervised until age 21. Traditional supervision provides structured supervision of juveniles in the community. Our agent provides direct supervision of juveniles and typically has close contact with others involved with that juvenile, including parents, schools, social service agencies and various treatment providers. Payment of fines or restitution and completion of community service work are used as measures of accountability and efforts to assist juveniles in making reparations for the harm caused by their illegal behavior. Agents received training in case management and motivational interviewing skills. Goals are discussed with the offender, identifying behaviors which will be addressed during the probation supervision period.

Sex Offender Supervision

The juvenile agent has completed specialized training in supervising juvenile sex offenders and all juvenile cases involving a sex offense are assigned to this agent.

Aitkin County considers any untreated juvenile sex offender to be high risk/enhanced and therefore exempt them from an initial risk assessment. These offenders are supervised at an intensive level for the first year of treatment. After a year, the juvenile's progress is reviewed and may be reduced to high supervision. After completion of treatment the juvenile will be supervised in accordance to their risk/needs assessment tool.

Juvenile Programs

Program resources for juveniles are scarce in Aitkin County. The juvenile agent refers to other counties for CD services. Some of these programs include: Ron Brusven-independent counselor; Northern Pines; Nystroms; Maple Lake; and Recovery Plus. In addition, some detention or non-secure facilities offer chemical dependency and/or mental health services.

Program	Description
3rd Millennium	Online offender education courses for alcohol violations, misdemeanor drug violations, shoplifting violations and tobacco classes are available.
Alcohol and Drug Testing	Juveniles ordered by the Court will have drug and alcohol testing at no cost to the juvenile. (<i>Abbott/Redwood Laboratories</i>)
AEOA and Aitkin Workforce Center	A work program through the government that can offer employment for juveniles and GED program.
Aitkin County Restorative Justice	Juveniles referred to this program participate in mediation with the victim. See description above.
Alive at 25	This is a driver education course. (due to a retirement in the State Patrol office, this program may end in 2021)
CORE Professional Services	Provides juvenile sex offender treatment with active agent involvement, as well as other psychological services.
Family Group Decision Making Conference	The family and support persons of the juvenile meet to identify a child's needs and sets up supports for those needs. (provided by local social services)
In-Home Family Counseling	In-home counseling with the juvenile and the parents focused on appropriate rules and consequences in the home.
Northern Pines Children's Mental Health	This program provides contracted mental health services and housed within the Aitkin High School. Similar programs existing in McGregor and Hill city schools.
Diagnostic Assessment	Monthly, an onsite professional provides diagnostic assessments for juveniles referred by probation, the Court and/or social services. The cost is covered by Aitkin County Health and Human Services.
CD services	Referral are made for assessments and treatment. Local social services, Freedom Center, Northland Recovery, Wings, MashKaWisen (cultural), Northern Pines, Recovery Plus, Phoenix House, etc

Out-of-Home Placements

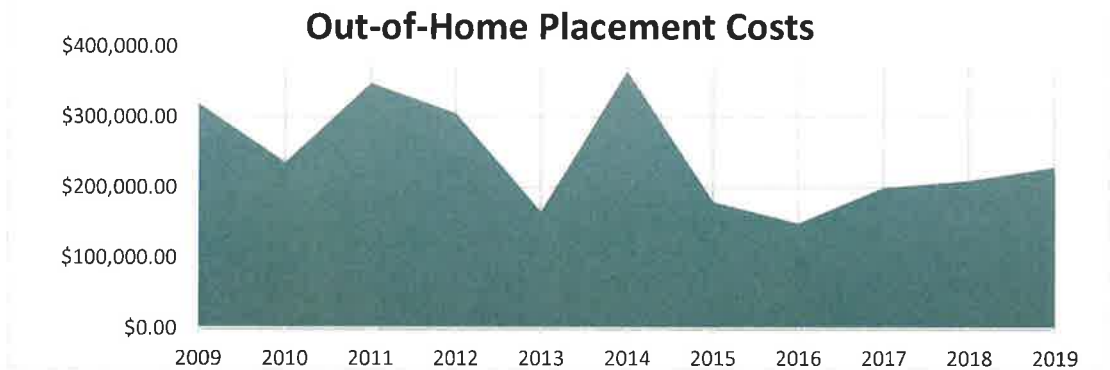
The philosophy for out of home placements in Aitkin County encompasses public safety factors, as well as, the individual needs of the juvenile. Prior to placement consideration all appropriate community-based resources have been reviewed and/or attempted, if appropriate. Aitkin County does not operate any juvenile institutions, so referrals are made to neighboring counties when possible and if appropriate. There appears to be a steady decline in the availability in juvenile programming and/or detention services. We are mainly utilizing the Lino Lake facility for detention holds and Anoka and Willmar for corrections programming placements.

The juvenile agent is part of the social services screening team. The team consists of the probation agent, a social worker, an assistant county attorney and/or other appropriate professionals. A mental health worker or chemical dependency evaluator is also part of the screening team when requested by the probation agent or the social worker. The team addresses the best interests of the juvenile for placement to ensure that least restrictive alternatives have been attempted or will not meet the needs of the juvenile and/or protect the community. A plan for a successful transition to the community is developed with the agent and treatment personnel.

Community Corrections considers itself an integral part of the placement process in assuring the screening team is successful in its mission and purpose. The juvenile agent appearing before the screening team is required to be professionally prepared to address his/her cases being reviewed, answer team questions and make recommendations based on the best interests of the child and community safety. The practice of considering the least restrictive sanctions whenever possible is followed and required. Frequently, the probation agent makes a joint recommendation with an assigned social worker and, in many cases, Social Services is active with the client and client family prior to corrections involvement.

Out-of-Home Placement Costs

The following graph reflects corrections costs related to placements during the past ten years.



All costs for corrections out-of-home placements are expensed to the Aitkin County Community Corrections. Community Corrections and Social Services work in collaboration in regard to the best interests of our juvenile populations. Collaboration is necessary and may also include the County Attorney’s Office, Public Defender’s Office and Court. Together new and existing programs are reviewed statewide to remain proactive in addressing needs of the juveniles and at the most reasonable expense to the County. Family preservation and/or reunification is the favored outcome, when possible.

ADULT FIELD SERVICES AND PROGRAMMING

Adult services are under the administrative authority of the Director. This includes direct staff supervision. Administrative services are provided by the Director in alliance with Aitkin County Policies and Procedures.

Aitkin County Community Corrections provides programs and services in support of its mission and the vision of the Aitkin County Board. Programs and services are directed toward protecting the public by reducing the probability of future criminal behavior and holding offenders accountable for repairing the harm caused by crime to victims and communities.

Adult Caseloads

As of September 1, 2020, there are 791 active adult clients on probation and supervised release. The Aitkin office is comprised of five full-time agents who provide supervision to adult offenders. One agent is responsible for the specialty court supervision with a maximum caseload of 21 clients, plus graduates of the program for an additional 6-12 months post-graduation. One agent is responsible for supervised release clients and sex offenders. This caseload varies between 60-80 offenders. Currently there are 56 cases. Due to retirements and resignations between 2018-2019, our office did some restructuring to allow the agent's resources to be focused solely on this population. As a result, case load numbers were reduced to allow more effective supervision.

The remaining three adult agents supervise a combination of transferred cases; administrative; low, medium and high risk offenders. Of these three agents, one supervises felonies, person offenses and 1st Degree DWIs which currently comprises 138 clients. A second agent supervises lower risk non-person offenses, misdemeanors, and administrative files. This caseload is currently 202 clients. The third agent supervises transferred cases and currently has approximately 237 clients, however; the majority of these clients have been transferred to another county for supervision. This agent is actively supervising 22 non-transferable clients and also completes all pre-trial services, including Pre-Sentence Investigation Reports, restitution studies, outgoing transfer requests, and electronic monitoring hookups. These caseload numbers do not include clients currently on warrant status.

Adult Risk/Needs Assessment

The Wisconsin Risk Assessment is used to pre-screen all felony cases, gross misdemeanor cases and all misdemeanor crimes against a person offense cases. An elevated score of 14 or above on the Wisconsin Assessment requires an LS/CMI be completed. A full LS/CMI is completed when a pre-sentence investigation is ordered.

Aitkin County Community Corrections continues to correlate services with the needs and risk level of the offender. Aitkin County Community Corrections has established supervision guidelines based on the risk level of the adult. High risk sex offenders in treatment receive high level supervision including agent involvement in sex offender programming and home visits at least quarterly. High traditional adults are seen at least twice monthly, with a home visit at a minimum of every 90 days. Medium risk adults are seen at least once a month, and low risk adults are seen at least once every three months. All adult cases require collateral contacts as necessary. Specialty Court clients receive enhanced supervision. Felony DWI offenders are also seen at a more intense level for the first 90 days. Thereafter, the risk assessment is utilized to determine the supervision level. Non-person misdemeanor offenders are unclassified and supervised at an administrative level.

Administrative Monitoring Supervision

Administrative Monitoring supervision includes cases where monitoring of court conditions needs to occur, but active in-person supervision is not necessary.

Administrative Non-Monitoring Supervision

Administrative Non-Monitoring supervision includes cases where all conditions are completed and there is no longer a need for active supervision per policy. It may also include cases where an offender is not eligible for an early discharge from probation, per Aitkin County Community Corrections and/or Court practices.

Traditional Supervision

This would include the typical supervision of offenders on probation or supervised release, according to risk levels determined by a validated risk assessment tool. This would include high, medium and low risk offenders who are supervised by Aitkin County Community Corrections staff.

Aitkin County Drug Court

Aitkin County operates Sobriety Court. Aitkin County Community Corrections provides a full-time probation agent in this program.

Adult Programs through ACCC or community partners

Program	Description
AEOA and Aitkin Workforce Center	A work program through the government that can offer employment for Adults and a GED program.
Alcohol and Drug Testing	Adults ordered by the Court will have random drug and alcohol testing at no cost for instant testing. Confirmation testing is the responsibility of the client. (Probation: Abbott/Redwood Lab; Sobriety Court: Premier Biotech)
Carey Guides	Agents have been trained in the purpose and use of the guides and utilize this option to assist offenders toward motivated change.
Cognitive-Behavioral Programming	Thinking for a Change (T4C) is a cognitive-behavioral curriculum designed to assist with changing the criminogenic thinking of offenders. T4C is a cognitive-behavioral therapy (CBT) program that includes cognitive restructuring, social skills development, and the development of the curriculum is designed to be implemented with small groups of 10-12 high risk, higher medium risk offenders.
Driving With Care	Driving With Care is a 12-week Level II education program specifically for individuals convicted of repeat DWI offenses. The curriculum utilizes cognitive-behavioral approaches to help participants understand how problem behaviors are learned, gain insight into their impaired driving behavior and the negative consequences of chemical use. Program participants are able to develop strategies to prevent further problems of use, involvement in DWI behavior, and relapse prevention. (continued use of this curriculum is being re-evaluated)
Electronic Home Monitoring	A house arrest program, which utilizes electronic equipment to monitor the offender while they serve a custodial sentence at home, as well as alcohol testing, depending on the Court's order (MN Monitoring, Inc)
Institutions	The sheriff's office is responsible for the detention and incarceration of pre-trial and sentenced offenders, as well as for the operation of treatment programs in the jail.
MADD Panel	A two-hour panel presentation regarding the impact on victims of drinking and driving.
Diagnostic Assessment <i>Northern Pines</i> <i>Nystrom's</i> <i>Northern Psychiatric</i>	Monthly, a provider completes diagnostic assessments onsite for adults referred by probation, the Court and/or social services. The cost is covered by Aitkin County Health and Human Services. Additional services are referred to the community.
Sentence-to-Service	The Aitkin County Sheriff administers the STS program. STS is a valuable opportunity for the offender to give back to the community.
Sex Offender Programming <i>CORE</i> <i>Duluth Institute</i> <i>Skipped Parts</i>	Sex offenders are referred to neighboring counties for treatment. The sex offender supervision includes active attendance with each program and/or communication with agent from neighboring counties to ensure compliance and involvement in the therapy.
Victim Services	Victims of crime are referred to the Aitkin County Crime Victim Coordinator, Support within Reach for sex offenses or Safe Harbor if specific sex trafficking concern arise. H.O.P.E for domestic abuse (previously known as A.A.D.A.)
Domestic Abuse	Cultural Program is provided by Mille Lacs Band. Other programming by CORE. DVIs provided by ACCC, Mille Lacs Band, CORE, Freedom Center

CONTRACT SERVICES/GRANTS

Aitkin County Sobriety Court Grant

Aitkin County currently receives a grant for Sobriety Court from the State Court Administrator's Office. With the assistance of the grant and county funds, this grant allows a probation agent to be assigned full-time to the program. The program has a part time Coordinator, employed by the State Court Administrator's Office.

OFFENDER HOUSING

Adult residential services are available for Level III offenders on intensive supervised release as determined and funded by the Minnesota Department of Corrections. Aitkin County does not have any specialized re-entry housing for other offenders. Further, there currently is no funding available for specialized residential services. Therefore, relevant to other hard to place offenders, agents make referrals to existing resources in neighboring counties. The Department of Corrections has allowed placement of non-level III offenders in their housing if available in other counties. There are none of these housing options within Aitkin County at this time.

There is one housing unit in the county which is recognized as a sober living unit.

STAFF TRAINING

Aitkin County Community Corrections remains committed to providing the opportunity for staff to access training and educational opportunities that keeps them current on professional practices. The Director has regular meetings with staff to determine training needs and available resources. We attempt to maximize limited training resources by facilitating in-house or online training when it is possible and by collaborating with outside agencies for training in evidence-based practices (EBP).

As a result of the pandemic, numerous sources have begun virtual training. Some of the noteworthy and useful online trainings we look forward to utilizing in 2021 and beyond is MN sentencing guidelines, ICOTS, and the newly announced agent academy. Staff have also been searching for their own online trainings via the internet or local providers.

VOLUNTEERS

Aitkin County utilizes volunteers primarily in the role of Field Service Interns. Intern and volunteer requests are reviewed by the Director. Prospective applicants make a formal application and complete a short interview process. Internship and volunteer

appointments are unpaid. All volunteers receive a general orientation to correctional services and may specialize in adult or juvenile departments.

We also offer a job shadow program where students from community colleges and universities may spend up to one day assigned to a corrections agent. This allows students to gain practical knowledge of the field of corrections early in their academic careers. Students have also interviewed staff for various academic works during their course of study. Overseeing interns and job shadow students is encouraged for the Career Corrections Agent as part of their role in the department.

The Aitkin County Restorative Justice Program utilizes volunteers who were formally trained to facilitate the group. The program is focused primarily on juvenile offenders and the Aitkin County juvenile agent remains an integral part of the client's participation efforts.

RESEARCH AND EVALUATION EFFORTS

Aitkin County Community Corrections does not employ a full-time employee in the evaluation program area. The responsibility of data collection and management is completed by the Director or designee as required to monitor programs and data within our department.

Staff utilizes CSTS to effectively manage caseloads. Data is collected from CSTS regarding caseload sizes, offender supervision and risk levels, fee collection rates, predatory offender rates, work load reports, agent work reports, and violation reports.

All department staff are up to date regarding CSTS enhancements and the latest technological updates. Further, the Director informs the staff of the latest information regarding evidence-based practices and strives to ensure a learning environment.

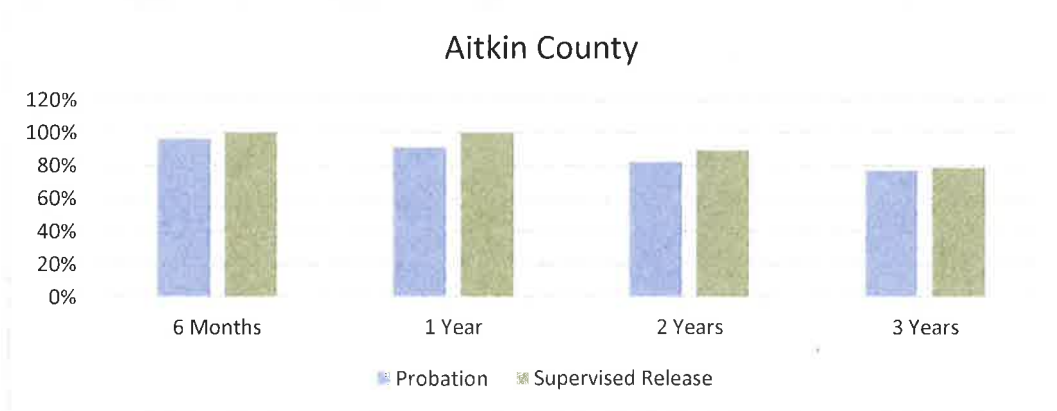
STRATEGIC PLAN AND OUTCOME MEASURES

Aitkin County is part of the Northeast Region for statistical reporting by the Minnesota Definition Team. The Northeast Region includes: Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis.

The following graph represents the percentage of probation and supervised release offenders who did not commit a new felony offense within six months, one year, two years or three years post release from supervision. The offenders were released in 2011 according to the 2015 Minnesota Probation and Supervised Release Outcomes Report.



The following graph represents the percentage of probation and supervised release offenders who did not commit a new felony offense within six months, one year, two years or three years post release from supervision. The offenders were released in 2011 and is the same data used for the Northeast Region calculation noted in the 2015 Minnesota Probation and Supervised Release Outcomes Report. Data shows there is not a significant margin of difference between Aitkin County and the entire Northeast region.



PHASE ONE and PHASE TWO

In April 2013, MACCAC agreed the Continuous Quality Improvement Plan would be reported within the Comprehensive Plan. Phases 1-2 have been completed. Phases 3 and 4 continue into 2021. In the last Comprehensive Plan, it was reported that Phase 2 and Phase 3 were being reviewed and revisit due to numerous staffing changes. We are continuing with Phase 3 and focusing on Phase 4.

The following objectives and goals will be developed for the start of 2021 and reported in the next interim comp plan

PHASE THREE - EBP Implementation with Fidelity Motivational Interviewing

Phase Three-Motivational Interviewing Vision: All designated probation & corrections officers effectively engage the clients in targeting those behaviors and criminogenic needs that impact recidivism.

PHASE THREE - EBP Implementation with Fidelity Risk Assessment

Phase Three-Risk Assessment Vision: All targeted clients' criminogenic risk & needs factors are properly assessed.

PHASE THREE - EBP Implementation with Fidelity Case Plan

Phase Three-Case Plan Vision: All targeted clients' dynamic criminogenic risk factors are reduced.

PHASE THREE - EBP Implementation with Fidelity Cognitive Behavior and Coaching

Phase Three-Cognitive Behavior and Coaching: All targeted clients are taught new skills so they can effectively manage their thoughts and behaviors and avoid recidivism.

PHASE FOUR - EBP Implementation Evaluation

Phase Four-To review agency's process outcomes for fidelity in effective alliance, risk assessment, MI, case plans, and delivery of cognitive skills techniques.

GOALS AND OBJECTIVES

Restore the Victim

- The agency will take a baseline measurement of the collection rate and work to improve the rate by having clients commit to regular payment arrangements.
- A victim survey will be developed and implemented.
- The STS Crew operated through the Aitkin County Sheriff's Office will work on community projects.

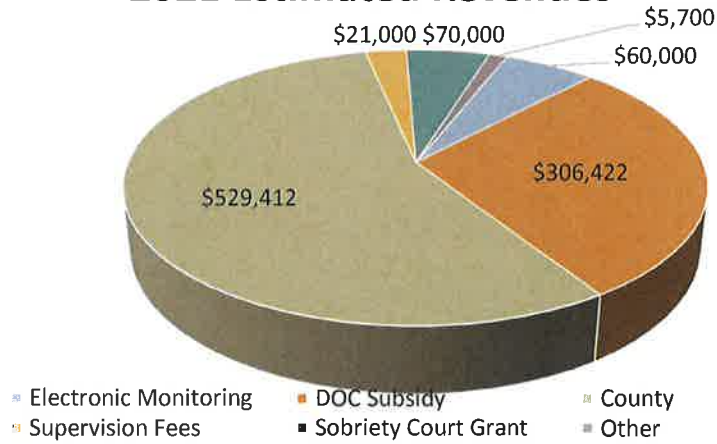
Rehabilitate the Offender

- Agents will continue to participate in training in the core evidence based practice skill sets and receive booster training as applicable.
- Agents will participate in communities of practice with neighboring agencies to improve their skills for working with offenders.
- Case plans will be implemented for high risk clients.
- Violation rates will be measured to determine a baseline.
- Recidivism rates on felony cases will be reviewed.
- Performance feedback to staff will support EBP.

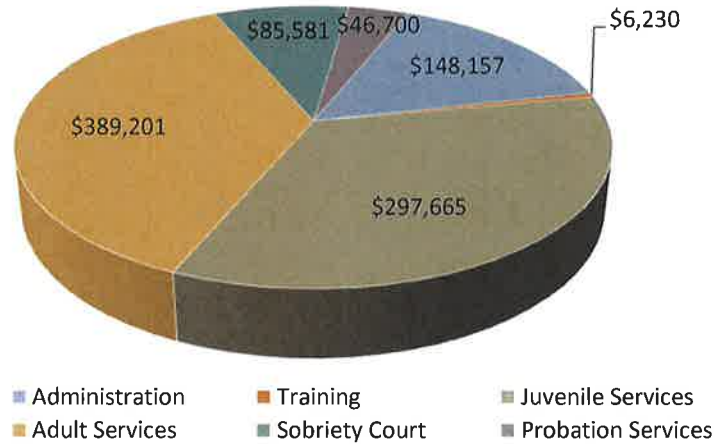
Reduce Risk to the Community

- Agents will work closely with law enforcement to ensure proper notification is provided in sex offender and violent offender cases.
- Agents will include the factors linked to rehabilitation in case plans including employment and education.
- Aitkin County Community Corrections will continue to provide intensive supervision for the Aitkin County Sobriety Court.

2021 Estimated Revenues



2021 Estimated Expenditures



FTE'S BY PROGRAM AREA

PROGRAM AREA	DESCRIPTION	FTE
ADMINISTRATIVE	Director employed as the Department Head/Supervisor to oversee the correctional operations in Aitkin County and as the liaison with stakeholders.	1.0
	A part-time Administrative Assistant/Agent Assistant provides confidential support to the Director as well support to adult and juvenile services.	.725
ADULT PROBATION	Corrections Agent provide services to adult offenders sentenced to probation and supervised release offenders in Aitkin County.	4.0
SPECIALTY COURT	Corrections Agent provides full-time services to the Aitkin County Sobriety Court.	1.0
JUVENILE PROBATION	Corrections Agent provides services to juveniles sentenced to probation in Aitkin County, as well as diversion programs.	1.0

SALARY ROSTER

Position	Salary Range	FTEs
Administrative Assistant/Agent Assistant (1)	25,796	.725
Corrections Agents (6)	56,313-86,223	6.0
Director (1)	78,076	1.0

SIGNED BOARD RESOLUTION/SIGNATURE PAGE

(formal signature page not attached - to be included with final draft)

MINNESOTA DEPARTMENT OF CORRECTIONS - COMMUNITY CORRECTIONS ACT SUBSIDY

To be used for original application and for amendments to the original comprehensive plan that adds or deletes units of service.
Check one: Original Application Amendment

Applicant: AITKIN COUNTY COMMUNITY CORRECTIONS

Application Period: JANUARY 1, 2021 to DECEMBER 31, 2021

Original Proposed Budget:	DOC Subsidy	\$ <u>306,422</u>
	Other State Funds	\$ <u>75,400</u>
	County Funding	\$ <u>529,412</u>
	Other Funding	\$ <u>62,300</u>
	TOTAL BUDGET	\$ <u>973,534</u>

*Amendment: Name of Units of Service (attach budget sheets) _____

Community Corrections Administrator:

Name/Title/Signature KAMERON GENZ, DIRECTOR

Address 209 2nd St NW – Rm 178, AITKIN, MN 56431 (this is a new address as of October 2020)

Telephone # (218) 927-7202

Financial Officer:

Name/Title/Signature KIRK PEYSAR, AITKIN CO. AUDITOR

Address GOVERNMENT CENTER
307 – 2nd Street NW – Rm #121, AITKIN, MN 56431

Telephone # (218) 927-7354

APPLICANT'S AGREEMENT

It is understood and agreed to by the applicant that:

- 1) Funds granted for this community corrections comprehensive plan will be used only to implement the plan as approved by the Commissioner of Corrections.
- 2) The grant may be terminated in whole, or in part, by the Commissioner of the Minnesota Department of Corrections. Such termination shall not affect obligations incurred under the subsidy prior to the effective date of such termination.
- 3) The applicant will apply for approval to change the plan whenever implementation or financing will be materially changed. Approval will be governed by Minnesota Rules Chapter 2905.0500.
- 4) Financial status reports will be submitted every three months and narrative progress reports every six months as directed by the Commissioner of Corrections. Necessary records and accounts, including financial and property controls, will be maintained and made available to the Department of Corrections.
- 5) The applicant will strictly adhere to rules promulgated by the Department of Corrections (Minnesota Rules 2905).

SIGNATURES OF AUTHORIZED OFFICIALS

Please remember: These same signatures are required to be on any amendment that adds or deletes programs/services/funding.

Name/Title/Signature: Jessica Seibert, Aitkin Co. Administrator

Name/Title/Signature: Aitkin Co. Board Chairperson

DOC Funding Analysis

<u>Probation Program</u>	2021 Budget	DOC Subsidy	County Funds	Other Sources
Revenue				
Corrections-Subsidy	\$306,422	\$306,422		
Drug Court Grant	\$70,000			\$70,000
Special Services-All revenues in program	\$65,700			\$65,700
Probation Supervision Fee total	\$21,000			\$21,000
Miscellaneous Other Revenue	\$0			\$0
Revenue Subtotal	\$463,122	\$306,422	\$0	\$156,700
Expenditure				
Administration	\$148,157	\$100,000	\$27,157	\$21,000
Training Program	\$6,230	\$6,128	\$102	\$0
Juvenile Probation Program	\$297,665	\$35,000	\$262,665	\$0
Adult Probation Program	\$389,201	\$165,294	\$223,907	\$0
Sobriety Court	\$85,581		\$15,581	\$70,000
Probation Services	\$46,700			\$46,700
Expense Subtotal	(\$973,534)	(\$306,422)	(\$529,412)	(\$137,700)
Total Revenue	\$463,122	\$306,422	\$0	\$137,700
Total Expenditure	(\$973,534)	(\$306,422)	(\$529,412)	(\$137,700)

AITKIN COUNTY COMMUNITY CORRECTIONS

209 2nd Street NW – RM 178 • Aitkin, MN 56431
218.927.7281 • FAX 218.927.2142

2021 Advisory Board members for approval:

NEW/RENEWED MEMBERS

Michael Davis – Minority Citizen Representative
Jeffrey Haberkorn – Defense Attorney
Cheryl Meld – Education rep
Nancy Johnson Houg – Citizen member

ADVISORY BOARD OFFICERS

Chair -Anne Marcotte
Vice Chair – Cheryl Meld

REQUESTED TO REAPPOINT

Jim Ratz – County Attorney
Dan Guida _ Sheriff's Office
Judge Hermerding - Court
Kim Larson – Social Services rep
Gabrea Francis -Crime Victims rep



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: Joint Powers Agreement for Regional Solid Waste Plan

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<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>

Submitted by: Terry Neff, Environmental Services Director	Department: Environmental Services
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Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed: 10 minutes
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Summary of Issue:

The Solid Waste Officers of the North-East Region (SWONER), an affiliate organization of the North East Waste Advisory Council (NEWAC) which is made up of the 7 counties in the NE Region and the Western Lake Superior Sanitary District (WLSSD), met several times over the past year to discuss solid waste issues within the region. As an outcome of these discussions it was decided to partner in the development of a Regional Solid Waste Plan.

Issues facing the region are the future closure of the Superior Landfill, permitting of more landfill capacity in the region, and the MPCA rescheduling when individual counties solid waste plans become due.

SWONER decided to pursue a regional solid waste management plan that will benefit the potential permitting of additional landfill capacity, save money in renewing solid waste plans, and potential for acquiring grant funds in completing the solid waste plan.

See included copy of power point presentation created by the WLSSD.

Alternatives, Options, Effects on Others/Comments:

Alternative would be to not participate in the regional solid waste plan. This will require the county to update its solid waste management plan by itself and will likely cost more than by participating in the regional plan.

Recommended Action/Motion:

Approve participating in the Joint Powers Agreement for a Regional Solid Waste Management Plan and authorize the Board Chair, Auditor and County Attorney's signature on the agreement form.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 9,239.40

Is this budgeted? Yes No *Please Explain:*

The actual cost may be less if Grant funding is approved by the MPCA.

JOINT POWERS AGREEMENT

This Joint Powers Agreement is made and entered into pursuant to Minn. Stat. § 471.59 this ___ day of _____, 2020, by and between the Sanitary Board of the Western Lake Superior Sanitary District, a political subdivision of the State of Minnesota (“District”), and Aitkin County, Minnesota, Carlton County, Minnesota, Koochiching County, Minnesota, Lake County, Minnesota, Cook County, Minnesota, Itasca County, Minnesota and St. Louis County, Minnesota, political subdivisions of the State of Minnesota (“Counties”).

RECITALS

- A. The District is a political subdivision in the State of Minnesota with authority and responsibility to manage and dispose of wastewater and solid waste within its boundaries.
- B. The County of Aitkin is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries
- C. The County of Carlton is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries
- D. The County of Koochiching is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries, except for the geographic boundary of the District.
- E. The County of Cook is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries
- F. The County of Lake is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries.
- G. The County of Itasca is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries.
- H. The County of St. Louis is a political subdivision of the State of Minnesota that is responsible for solid waste management within its boundaries, except for the geographic boundary of the District.
- I. The District and the Counties desire to jointly work to facilitate a multi-county planning process leading to development of a regional solid waste management plan for Northeastern Minnesota.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the District and the Counties agree as follows:

1. The purpose of this Joint Powers Agreement is to set out the terms under which the parties will operate to accomplish completion of a regional solid waste management plan for Northeastern Minnesota.

2. The parties have selected Burns and McDonnell (“Consultant”) to facilitate development of a plan that will identify goals and strategies for a regional integrated solid waste management plan over a ten-year planning period (Project). In developing the plan, Consultant will gather and characterize demographic, geographic and regional information which impact waste generation and disposal for the seven County region. They will also gather solid waste collection data for residential, commercial and construction and demolition materials. The plan will contain a review of the region’s existing solid waste management system and costs associated with operating and maintaining the existing system. As required by the MPCA, the plan will evaluate the alternatives to landfilling and provide an assessment of regional solid waste disposal alternatives.

3. The District will enter into a contract with Consultant, on behalf of the parties, for completion of a final regional solid waste management plan to be submitted to the Minnesota Pollution Control Agency no later than April 10, 2023. Consultant will invoice the District for the contracted amounts and District will make timely payments of each invoice.

4. The proposed fee for the project is \$184,788. Payment of the costs of the Project will be divided by the parties based on population (data from the 2010 U.S. Census) as follows:

- Carlton County 11% (est. \$20,326.68)
- Lake County 3% (est. \$5,543.64)
- Cook County 2% (est. \$3,695.76)
- Itasca County 14% (est. \$25,870.32)
- St. Louis County (less WLSSD) 19% (est. \$35,109.72)
- Aitkin 5% (est. \$9,239.40)
- Koochiching 4% (est. \$7,391.52)
- WLSSD 42% (est. 77,610.96)

The District will invoice each of the Counties for their respective share of the costs of the Project. The first invoice will be sent on or about July 1, 2021 for 50% of the estimated contract cost. The balance of each Counties share of the costs will be invoiced upon completion of the Project. Along with the invoices to each County, District will provide copies of all of the Consultant invoices received by District. Each county shall remit payment to the District within 30 days of the receipt of the invoice from the District.

5. The parties through their authorized representative can mutually agree to change the scope of the Project. Any resulting increase or decrease in the cost of the Project will be shared by the parties based on the cost sharing formula set forth above.

6. If the parties receive any grant funding for the Project, the grant will be applied to reduce the overall cost of the Project, resulting in a credit to each party based on the cost sharing formula set forth above.

7. Any party can terminate its participation in the Project on 15 days written notice to all other parties. Alternatively, the terminating party may provide electronic notice to all parties. The effective date of termination will be 15 days following either the postmark date of mailing or the date of sending the electronic notice. The terminating party will be responsible for payment of its respective share of all costs invoiced or recorded by the consultant as of the effective date of termination.

8. This Agreement constitutes the entire Agreement and understanding between the parties hereto, and it shall not be modified, altered, changed or amended, except in a writing signed by both parties.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year indicated above.

**WESTERN LAKE SUPERIOR
SANITARY DISTRICT**

By: _____
Its: Board Chair

By: _____
Its: Secretary

AITKIN COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Aitkin County Attorney

CARLTON COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Carlton County Attorney

KOOCHICHING COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Koochiching County Attorney

LAKE COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Lake County Attorney

COOK COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Cook County Attorney

ITASCA COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

By: _____
Itasca County Attorney

ST. LOUIS COUNTY

Chair of the Board of County
Commissioners

Attest: _____
County Auditor

APPROVED AS TO FORM:

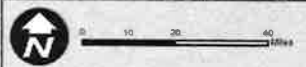
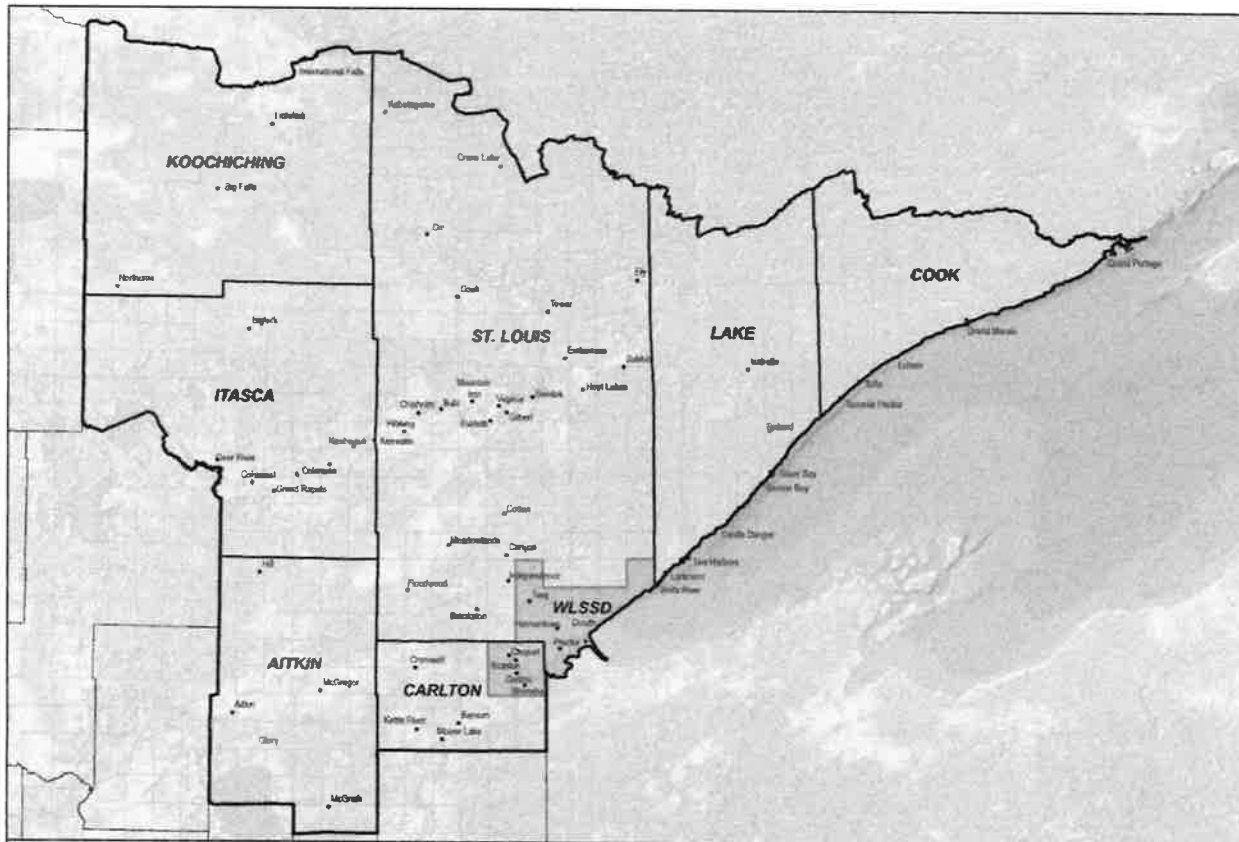
By: _____
St. Louis County Attorney

Regional Waste Management in NE Region



Northeast Minnesota Waste Authority Council
(NEWAC) 

Solid Waste Officers NE Region
(SWONERS)



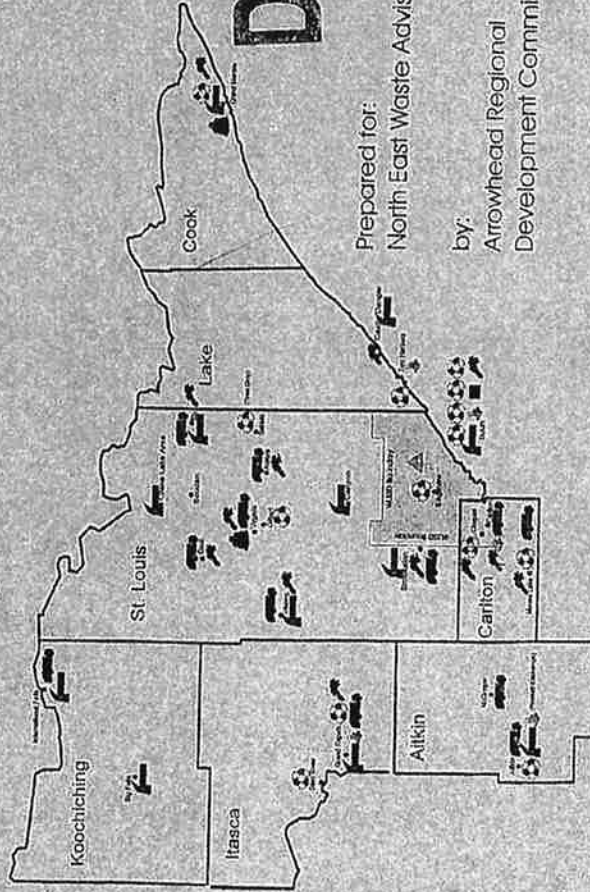
**Northeast Minnesota Regional
Solid Waste Planning Area**

Mapwork Plan © 2000/2001 Planning Area Solid Waste Districts: Koochiching, Itasca, Aitkin, Carlton, St. Louis, Lake, Cook, and WLSST. All rights reserved. Date Reprint: 10/2011. 11/2011. Author: SWP



**NORTHEAST REGIONAL WASTE
ADVISORY COUNCIL (NWRAC)**
307 First Street South, Suite 115
Virginia, MN 55792
Phone: 218-749-9703 - Fax: 218-749-0650

North East Minnesota Regional Solid Waste Plan



FINAL DRAFT

Prepared for:
North East Waste Advisory Council

by:
Arrowhead Regional
Development Commission



May 1996



NE Region Waste Flow

Recent land disposal discussions

- Current WLSSD Contract with Superior ends June 30, 2024.
- Permitting activity increased to meet forecast need for disposal capacity with anticipated closure of Superior LF
 - Keewatin facility (DEMCON)
 - Canyon facility (WM)(St. Louis County)
 - others
- NEWAC submits letter January 31, 2017 to MPCA supporting need for landfill capacity in MN.
- MPCA reminds NEWAC that landfilling is at the bottom of the Waste Hierarchy but also states there still is a place for landfills primarily the waste that cannot be recovered or processed
 - Wants to assure that two things happen
 - A comprehensive exploration of alternatives is completed and
 - All regional entities are recognized and participate in the process.

WLSSD Solid Waste Management Plan

- WLSSD completed its 1st Solid Waste Plan in 1975 after the state granted Legislative Authority.
- The plan was updated every 5 years until the state changed the requirement the last time around to 10 years
- Last plan was completed in 2013

What has SWONER been up to in the last year?

- MPCA reconfigures when individual county Solid Waste Management Plans will be done and in doing so consolidated the due dates by region.
- March 11th – SWONER meeting – the group consensus YES we want to work together and create a Regional Solid Waste Management Plan.
 - WLSSD agreed to facilitate and act as the fiscal agent

What has SWONER been up to in the last year?

Continued

- March and Early April – WLSSD drafted RFP and Joint Power Agreement and collected list of interested firms
- April 14th – Mailed RFP and draft professional services agreement out to 8 firms.
- May 15th – deadline for Proposal – 5 received (Wenck, Burns and McDonnell, S.E.H., Barr and Foth.
- June 24th- SWONER meeting – Agreed on scoring criteria, Decision to interview 3 of the firms
- July 15th – conducted interviews with counties again scoring the interviews.

What has SWONER been up to in the last year?

Continued

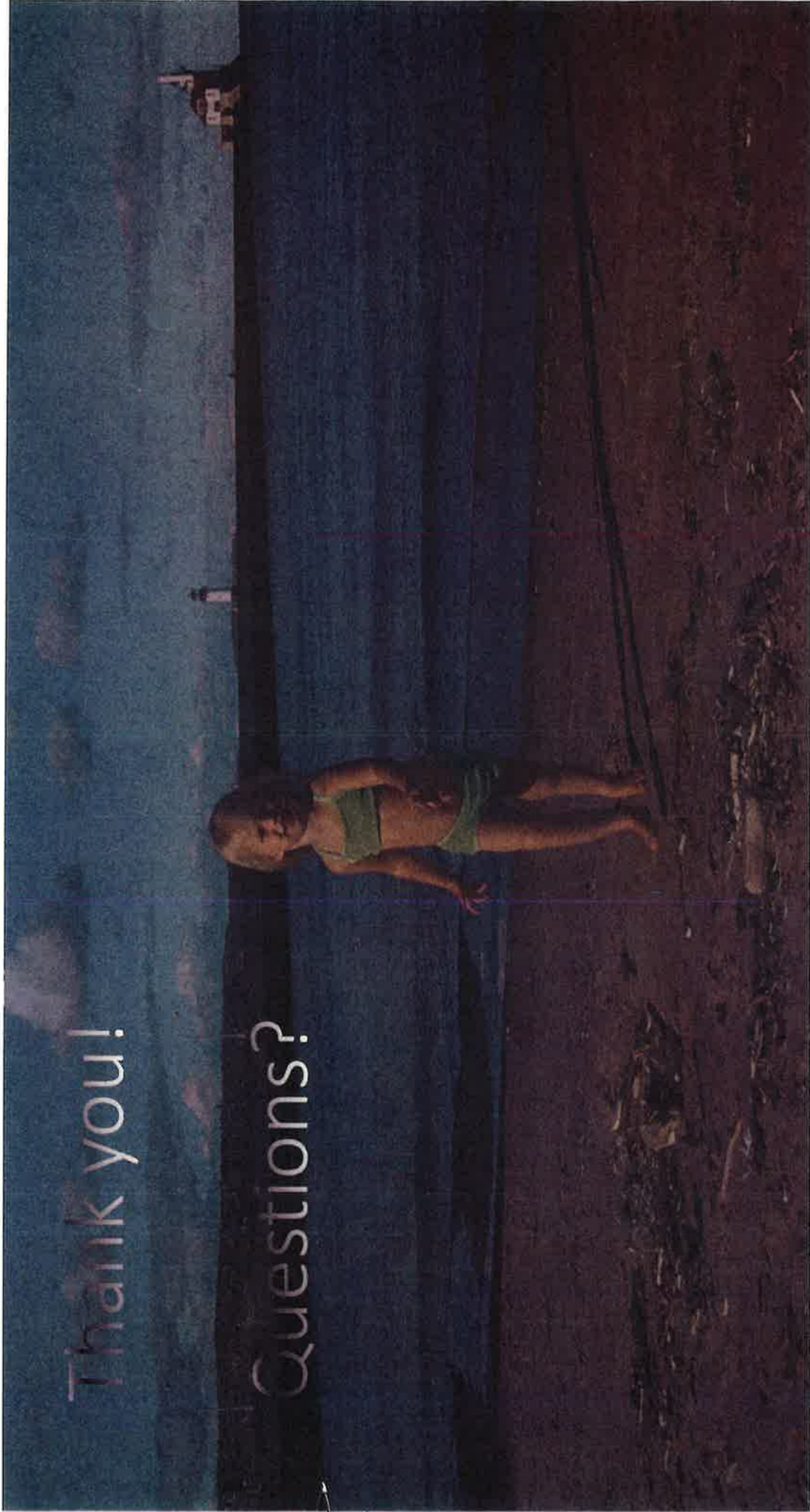
- Mid August - In a close decision SWONER pick Burns and McDonnell. (Jack Ezell is part of the team)
- October 7th – SWONER meeting
 - MPCA indicates that a grant opportunity will be rolled out late fall to help counties conduct regional planning.
 - Discussed JPA agreement and received some good feedback. Working with David Oberstar to update
- Next steps
 - Finalize JPA
 - Asking all counties and WLSSD to complete by the end of the year
 - Finalize contract for services with Burns and McDonnell
 - Kickoff project in Feb/March

Project Cost - \$184,788 100% divided by population

- Carlton 11% \$20,326.68
- Lake 3% \$5,543.64
- Cook 2% \$3,695.76
- Itasca 14% \$25,870.32
- St. Louis(less WLSSD) 19% \$35,109.72
- Aitkin 5% \$9,239.40
- Koochiching 4% \$7,391.52
- WLSSD 42% \$77,610.96

Thank you!

Questions?





Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: 11-24-20

Title of Item: Designate Pipeline Inspector

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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) <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*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: See attached resolution.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolution		
Financial Impact: 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.

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

ADOPTED November 24, 2020

By Commissioner: xxxx

20201124-xxx

Designate Pipeline Inspector

WHEREAS, M.S. 216G.07 relates to Protecting Public Facilities and Agriculture Land during the construction of pipelines, and

WHEREAS, M.S. 216G.07 Subd. 7 requires each county to designate a county inspector who shall conduct on-site inspections of the pipeline crossings of public roadways and drainage facilities and to keep record of comments and complaints concerning the pipeline construction made by owners and lessees of land crossed by the pipeline and by local officials, and

WHEREAS, the statute regulates that all buried pipe (except interstate natural gas pipelines) crossing a county highway or public drainage facility must be buried with a minimum cover 4-1/2 feet, and

WHEREAS, the statute requires the person proposing the pipeline construction to pay an the treasurer of the county which the pipeline crosses an inspection fee of \$500 for each mile or fraction of a mile of pipeline; and

NOW THEREFORE BE IT RESOLVED, that Aitkin County does hereby designate the County Engineer as the county inspector as required by M.S. 216G.07.

Commissioner xxxx moved for 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 24th day of November, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 24th day of November, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: November 24, 2020

Title of Item: CARES Update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input checked="" type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 15 mins
Summary of Issue: Staff will review the estimated amount of funds remaining and ask for Board direction/approval to distribute remaining funds. Further information will be provided at the meeting.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Authorize distribution of remaining CARES Act Funds.		
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:		



Aitkin County Board of Commissioners

Agenda Request Form

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Requested Meeting Date: November 24, 2020

Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: 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 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	3 rd Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	Monthly	3 rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 rd Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 st Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 rd or 4 th Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 st Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 th Monday	Pratt and Land Cmr Courtemanche
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 rd Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 th Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2 nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Pratt and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 th Thursday	Marcotte, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed	2 nd Tuesday	Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 th Monday	Pratt
Sobriety Court	Bi-Monthly	3 rd Thursday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund